Professional Disclosure Statement and Supervision Contract

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**Introduction**

The following document provides detailing of my education, experience, training, credentials, and supervisory experience and training. Additional information regarding my current practice, supervisory philosophy, background on the supervision process, expectations, evaluation, confidentiality, and rules and regulations (including fees, termination, compliant process). An acknowledgment of statement receipt and consent for supervision is also provided if offerings match the need.

**Educational Training**

I graduated from Temple University, Philadelphia PA in 2006 with a Bachelor of Arts. My major was Biology, with minors in Healthcare Management and Religion. Thereafter, I pursued a medical degree with St. Matthew’s University, Grand Cayman Island, BWI; however, took a leave from that program due to several reasons. Thereafter, obtained a master’s in professional clinical counseling from La Salle University, Philadelphia PA in 2013.

**Clinical Experience, Training, and Affiliation**

I have a history of working in the nonprofit and for-profit sectors. I completed my training through practicum and internship with NHS in Sharon Hill, Pennsylvania. Thereafter, I worked at Mercy Philadelphia Hospital in Philadelphia, Pennsylvania. Most of my post-graduate work has been within the realm of substance use disorder treatment; I obtained my first position as a therapist with Seabrook House, in Bridgeton New Jersey. From there I transitioned to the for-profit sector, working as a supervisor at Liberation Way in Yardley, Pennsylvania. After leaving Liberation Way, I engaged in EAP counseling with West Advocates in Exton, Pennsylvania. Here and now, I function working in a private practice setting independently working within the realm of addiction and co-occurring disorders. Along the way, obtained licensure in the states of Pennsylvania and Arizona as a Licensed professional counselor, completed a master’s certificate in psychopharmacology, completed mindfulness-based stress reduction (MBSR) training and certifications, along with a certification in medical and dental hypnotherapy. My current credentials are: Master of Arts in clinical counseling psychology, Licensed Professional Counselor, Approved Clinical Supervisor, National Certified Counselor, Clinical Hypnotherapist. I am currently affiliated with the American Counseling Association, the National Board of Certified Counselors, and the Association for Counselor Education and Supervision.

**Supervision Experience and Training**

I have been supervising LPC candidates for the past five years. I have completed the 30-hour Clinical Supervision training necessary in the state of Pennsylvania and Arizona to supervise LPC candidates. I am credentialed to supervise all LPC candidates on an individual basis. In transparency, to maintain my license, I am required to participate in continuing education units and continue to engage in group consultation weekly with MDs, Ph.D. psychologists, and LPCs currently practicing in the field. As a Licensed Professional Counselor, I abide by the ACA code of ethics and all professional standards outlined by Pennsylvania and Arizona.

**Current Practice Statement and Capacity**

I currently offer supervision in a private practice setting.

**Supervisee Characteristics**

I currently supervise counselors seeking licensure at all setting levels of care (i.e. – inpatient, residential, partial, intensive outpatient, outpatient).

**Supervision Philosophy and Approach**

My supervision philosophy is grounded in postmodern, post-positivist, or constructivist ideologies. Specifically, truth is a construction grounded in social interaction and informed by verbal behavior (Philp et al., 2007). As it relates to supervision, much of what could be anticipated would be a consultative role, to maintain equality between supervisor and supervisee (Bernard et al., 2019). This theory, in conjunction with a focus on self-efficacy, to build upon the supervisee’s sense of self as a professional, or ability to function in various roles is paramount in our process and would be our goal (Bernard et al., 2019).

**Information About the Supervision Process**

I wish to create a safe space where we can collaboratively learn through our experiences honestly and realistically. Our work is difficult, and with that awareness, it is so integral to development, to be honest, vulnerable, and reflective in a supportive environment. I would hope to be able to create this environment, to cultivate examination, insight, reflection, and further constructive feedback in a supportive and educational way to enhance your already established skills and ethical decision-making.

**Supervisee Expectations**

The supervisee is expected to abide by all rules and regulations set forth by the law and ethical standards with their clients, and concerning clinical supervision. The supervisee is expected to be on time for supervision sessions. The supervisee will be prepared for supervision with questions, materials, and goals. The supervisee has the right to choose a supervisor, and the right to decide not to continue with a supervisor by submitting a written termination letter.

**Supervisor Expectations**

The supervisor expects is to uphold ethical guidelines and professional standards, to ensure supervision sessions happen as agreed, and to keep a record of the supervision records and other documents relating to development and training. As your supervisor, I will ensure that your role as supervisee is clear, and will monitor your performance; providing guidance, support, and feedback to ensure meeting the agreed-upon personal documentation plan. It is my goal to ensure that we complete all forms and obligations as requested by your specific state (PA or AZ) counseling board.

**Evaluation Process**

Throughout supervision, you will be allowed to self-assess your clinical competencies. I will provide my assessment as your supervisor thereafter, and we will evaluate your work based on self-report, live observation, and if possible, audio or video review. You can anticipate feedback within each supervision session. A formal review will happen quarterly, when formal reviews are due, and additionally upon request.

**Confidentiality**

Please note, supervision is private but is not confidential. Your client and respective client documentation and information will remain confidential; however, evaluative feedback may be shared with the licensing boards, employers, or others depending on necessity and appropriateness. Any situation where unsafe, unethical, or illegal practices, or failure to attend supervision sessions, else not abiding by the code of ethics outlined by your professional board, or any violations on patient care, or putting patients at risk, are all situations where communication to outside parties would be warranted. Notes from all supervision sessions will be kept by the supervisor and can be shared with the supervisee upon request. Additionally, please note, supervision sessions may be discussed in peer supervision (supervisors group supervision).

**Emergency Contact Information**

In the event of an emergency where I may not be available, you may reach out to my supervisor Dr. Jeremy Frank at 215.356.8061. It is critical if there is an emergency or ethical dilemma, these events must be discussed or reported.

**Fees for Supervision and Payment**

Individual clinical supervision is $50 per hour. No-shows and cancelations within 4 hours of a scheduled supervision session will be charged $50.

**Grounds for Termination**

Failure in attendance, payments, or in meeting expectations as a supervisee or supervisor are all grounds for termination. Additionally, failure to follow the ACA Board of Ethics or LPC Board Rules are all grounds for termination.

**Complaint Reporting Procedure**

In the event you are dissatisfied with my services for any reason, please let me know. If I am not able to resolve your concerns, you may report your complaints to the State Board of Social Workers, Marriage and Family Therapist and Professional Counselors, Phone 717.783.1389, Fax 717.787.7769, email: st-socialwork@pa.gov and/or Arizona Board of Behavioral Health Examiners, Phone 602.542.1882, Fax, 602.364.0890, email: information@azbbhe.us

**Acknowledgment of Statement Receipt and Consent for Supervision**

This contract is subject to revision at any time, upon the request of either the supervisee or the supervisor. A formal review, however, will be conducted every six months and revisions to the contract will be made only with the consent of the supervisee and approval of the supervisor.

We agree, to the best of our ability, to uphold the guidelines specified in this supervision contract and to manage the supervisory relationship and supervisory process according to the ethical principles of the CCAA Inc.

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Supervisor Date

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Supervisee Date

**References**

Bernard, J.M., & Goodyear, R. K. (2019). *Fundamentals of clinical supervision* (6th ed.). Upper Saddle River, NJ : Pearson.

Philp, K.M., Guy, G.E., & Lowe, R. D. (2007). Social constructionist supervision or supervision as social construction? Some Dilemmas. *Journal of Systemic Therapies, 26,* 51-62.