



Candidacy Supervision Report

Reporting Period #1 (20 Hour) #2 (35 Hour) Final (50 Hour)

Check the Appropriate Box

Candidate

Name: _____ Registration #: _____

Phone: _____ Email: _____

Supervisor

Name: _____ Registration #: _____

Phone: _____ Email: _____

Supervision Schedule

In order to promote, 1) adequate formative learning, 2) progressive evaluation, 3) timely remediation, 4) continuous oversight in the interest of client safety, and 5) the completion of the candidacy period within the prescribed 2-to-5-year limit, supervision sessions need to occur regularly and at monthly intervals.

Reporting Schedule

Copies of the completed *Candidacy Supervision Report Form* must be submitted to info@nscct.ca immediately following 20 hours of supervision; again after 35 hours of supervision; and the final report at 50 hours.

Competency Assessment and Remediation Plans

The core competencies included on this form are drawn from the [NSCCT Entry-to-Practice Competency Profile](#) which together with the [CCPA Standards of Practice](#) and [CCPA Code of Ethics \(2020\)](#) should form the basis of supervision and assessment throughout the candidacy period.

During the formative assessment period leading up to Report #1 (20 hours), it is recognized that some candidates will progress further in some competencies as compared to others competencies. It would therefore not be unusual for a candidate to receive one or more ratings of **1** (i.e., moving toward expectations for safe, competent and ethical independent practice) on the first report. If, however, one or more ratings of **1** appear on Report #2 (35 hours), it is the responsibility of the supervisor to establish a **remediation plan** in consultation with the candidate. The remediation plan must be in writing and include, 1) an outline of the specific deficiencies to be addressed, 2) detail of actions, timelines and outcomes, 3) supports required, and 4) a plan for enhanced monitoring, feedback and reporting. The remedial plan should be designed and implemented as soon as possible after a persistent competency deficiency is identified in order to ensure the candidate has a reasonable opportunity to benefit from focused intervention.

A copy of the remediation plan, signed by the supervisor and candidate, must be submitted along with Report #2 to info@nscct.ca

Supervisory Session Record (since last report)

Please indicate below the date, length of supervisory session and the means of communication.

Date	Session Length	Format (e.g., in person, videoconference)

Supervision Content and Process

Supervision sessions should explore a variety of topics related to the practice of counselling therapy (see [NSCCT Entry-to-Practice Competency Profile](#)) and utilize multiple methods of assessing the candidate's performance and progress. In the table below, please enter the dates (since the last report) when the listed topics were discussed with the candidate and the dates on which the listed methods of supervision or assessment were employed.

Supervision Topics	Dates	Supervision Methods	Dates
Theoretical Orientation		Case Consultation	
Philosophy of Change		Case Presentation	
Assessment		Topic Presentation	
Intervention Planning		Co-counselling/Co-therapy	
Intervention Implementation		Role Play	
Organization and Time Management		Demonstration	
Record Keeping		Direct Observation	
Counselling Relationships		Live Supervision	
Supervisory Relationships		Review of Audio Recorded Sessions	
Professional Identity		Review of Video Recorded Sessions	
Professionalism		Review of Anonymized Client Records or Reports	
Ethical and Legal Considerations		Review of Procedures	
Diversity Considerations		Input from Collateral Informants	
Research and Literature Review		Client Feedback	
Self-care		Outcome Monitoring	
Other:		Other:	

Competency Evaluation

Using the scale below, enter a rating for each of the competencies listed in the table. Note any relevant observations, concerns or suggestions for improvement in the comment column.

- 1 = moving toward expectations for safe, competent and ethical independent practice
- 2 = meeting expectations for safe, competent and ethical independent practice
- 3 = exceeding expectations for safe, competent and ethical independent practice
- N/A = not able to assess or not applicable to the candidate's current professional practice

Competency	Rating 1, 2, 3, N/A	Comments
Oral Communication		
Written Communication		
Organizational Skills		
Time Management		
Record Keeping		
Professionalism (e.g., integrity, responsibility, civility, etc.)		
Self-awareness and Insight		
Empathy		
Objectivity		
Critical Reflection, Analysis, and Reasoning		

Competency	Rating 1,2,3,NA	Comments
Development and Articulation of Theoretical Orientation		
Development and Articulation of Personal Theory of Change		
Development and Articulation of Professional Identity		
Establishment of Relationships with Clients and Colleagues (e.g., rapport, working alliance)		
Maintenance of Relationships with Clients and Colleagues (e.g., navigating uncertainties, challenges, conflict, ruptures)		
Multimethod Assessment of Client Issues		
Conceptualization of Client Issues		
Strengths-orientation in Assessment and Planning		
Flexible and responsive intervention and treatment planning (tailored to client)		
Effective Intervention and Treatment Plan Implementation		
Monitoring of Client Progress with Adjustment of Goals or Approach as Warranted		
Appropriate Termination of Counselling Therapy		

Competency	Rating 1,2,3,N/A	Comments
Evaluation of process and outcome of programs and services offered		
Integration of Research with Practice		
Awareness, Sensitivity, and Effectiveness in Working with Difference and Diversity		
Social Justice Awareness and Advocacy		
Collaborative and Empowering Approach to Working with Clients		
Systemic Awareness		
General Ethical Attunement, Commitment and conduct		
Prioritization of Client Welfare		
According Clients Dignity, Respect, and Autonomy		
Engagement in an Informed Consent Process		
Honouring of Confidentiality		
Acknowledgement of Boundaries of Competence		
Recognition of situations Where Additional Supervision or Consultation is Warranted		

Competency	Rating 1,2,3,N/A	Comments
Openness to Supervision Feedback		
Incorporation of Supervision Feedback		
Practice Area Competency	Rating 1,2,3,N/A	Comments
Individual Counselling		
Couple/Partner/Relationship Counselling		
Family Counselling		
Group Counselling		
Organizational/Systems Interventions		
Teaching and Presenting		
Research and Writing		
Consultation		
Supervision		
Specialty:		

Total Hours Accrued to Date

Hours in Counselling Setting (2000 required):

Direct Client Contact Hours (800 required):

Supervision Hours (50 required):

Competency Summary

Please summarize the candidate's overall performance and progress since the previous report.

Remediation Plan

If there are identified persistent deficiencies (i.e., one or more rankings of **1**) at the time of Report #2 that require additional attention, please submit a copy of the signed Remediation Plan along with Report #2.

Summary Recommendation

For the **final** candidacy supervision report **only** (after a minimum of 50 hours of supervision):

I recommend the candidate be approved for registration as a Registered Counselling Therapist.

I do not recommend the candidate be approved for registration as a Registered Counselling Therapist.

If applicable, please include outcomes of the remediation plan as well as any specific concerns or recommendations about the candidate that you would like to communicate to the Registration Committee.

Attestation

I confirm that I have fully reviewed, discussed and understand the contents of this *Candidacy Supervision Report*.

Supervisor Signature:

Date:

Candidate Signature:

Date:

**Please provide a copy of this report to the candidate and forward a copy to the
Administrative Coordinator at info@nscct.ca**