





## **Change of Supervision During Candidacy Period**

### **Introduction**

It the event that an approved candidacy supervisor is unable to continue providing supervisory support to a Candidate prior to completion of the prescribed candidacy period, it is vital to ensure that the candidate is not unfairly disadvantaged or egregiously delayed in their progress. It is also important to ensure that individual clients are not subject to avoidable risk.

This policy applies regardless of circumstances, or who initiated the dissolution of the supervisor-candidate alliance.

### **POLICY STATEMENT**

- 1.0** Under no circumstances shall a candidate provide counselling therapy services unless currently engaged with an approved candidacy supervisor.
- 2.0** Where a supervisor is suddenly and without prior notice unable to continue in their duties the candidate shall
  - 2.1** Immediately contact the Registrar to arrange emergency interim supervision before resuming direct client contact.
- 3.0** Where there is a planned change of supervisor the Candidate shall
  - 3.1** Immediately inform the Registrar in writing of the circumstances and provide a date on which the supervisory arrangement will be terminated.
  - 3.2** Unless under approved emergency interim supervision, inform any private-practice clients that the candidate is currently without a candidacy supervisor, and that a hiatus from service will be in effect until a replacement supervisor has been approve by the College.
  - 3.3** Immediately inform any and all employers that the candidate is currently

without a candidacy supervisor, and that the candidate will be unable to resume providing counselling therapy services until a replacement supervisor has been approved by the College.

- 3.4 Within one (1) calendar year from the date the original supervision ended, have a new supervisor identified and approved by the Registrar. Should a new supervisor not be approved within this time period, all accrued hours and supervision reports will be expunged and a new candidacy application will be required.

**4.0** Where there is a planned change of supervisor the candidacy supervisor shall:

- 4.1 Immediately inform the Registrar in writing of the circumstances and provide a date on which the supervisory arrangement has or will be terminated.
- 4.2 Submit to the Registrar, a summary report with a complete and accurate record of
  - 4.2.1 Candidate Weekly Hours
  - 4.2.2 Any complete or partially complete Supervision Reports

**5.0** Where there is a planned change of supervisor the Registrar shall

- 5.1 Provide guidance to the Candidate through the established process of finding a replacement Supervisor
- 5.2 Provide the Candidate with a list of approved supervisors.
- 5.2 Ensure that all appropriately documented and approved hours accrued are recorded and applied to the Candidate's progress.
- 5.2 Expunge all accrued hours and supervision reports if a new supervisor is not approved within one (1) calendar year from the date the original supervision ended.

**6.0** It remains the responsibility of Candidates to arrange their own qualified replacement supervisor by

- 6.1 selecting and securing the agreement of a supervisor meeting the eligibility criteria outline in policy: *Candidacy Supervision*
- 6.2 selecting from the *Schedule of Approved Supervisors*.

- 7.0** Candidates are responsible for all costs associated with retaining an approve supervisor for the duration of their candidacy period.
- 8.0** As per NSCCT policy: *Candidacy Supervision*, a candidate is prohibited from practicing under the supervision of more than one approved supervisor prior to the satisfactory completion of the 20-hour reporting period.
- 9.0** As per NSCCT policy: *Candidacy Supervision* When done explicitly for educational benefit, a candidate may, after the satisfactory completion of the 20-hour reporting period, with the agreement of all parties, and with approval of the Registrar
- 9.1 change supervisor, or
- 9.2 engage one co-supervisor to assist for the duration of the candidacy period.

**END**

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