

SAMPLE

MUST BE ON EMPLOYERS BUSINESS LETTERHEAD

LETTER OF AGREEMENT FOR OFF-SITE SUPERVISION

It is hereby agreed that:

_____ (hereinafter referred to as Trainee) is employed by
Name of Trainee _____

_____ (hereinafter referred to as Employer) to perform direct care
Name of Practicum Site
mental health services for individuals, couples, families and/or children.

_____ (hereinafter referred to as Supervisor) agrees to supervise Trainee, and
Name of Supervisor

Employer agrees to employ and/or allow Supervisor to supervise Trainee.

Further, Supervisor agrees to ensure that the extent, kind and quality of Marriage and Family Therapy/ Mental
Health Counseling/ Professional Counseling services performed by Trainee is consistent with Trainee's
training, education, and experience and is appropriate in extent, kind and quality.

Further, Supervisor agrees to ensure that the Marriage and Family Therapy/ Mental Health Counseling/
Professional Counseling services performed by Trainee, and the supervision provided by the Supervisor, will be
in accordance with:

[] The California Board of Behavioral Sciences, Senate Bill 33, Section 4980.36 of the Business and
Professions or California Board of Behavioral Sciences, Senate Bill 788, Section 4999.33 of the Business and
Professions and regulations promulgated thereunder.

OR

[] The appropriate state licensing board where Trainee lives and plans to be licensed.

(Name of state licensing board)

Trainee Signature

Date

Supervisor Signature

Date

Practicum Site Director Signature

Date