

Renewal Listening Service

SOP Reference: Supervision policy	Date: March 2021
Author: Norma Clark	Signature:
Date of next review: March 2022	

The Listeners of Renewal Listening Service engage in regular supervision in line with the BACP code of ethics and practice. Supervision is free to those serving in Renewal teams.

The Supervisor

Supervision is provided by Renewal Listening Service. The Supervisor will have a recognized supervisor's qualification and have considerable experience in practice. The supervisor's own supervision will be their own responsibility and they will hold their own separate insurance. Supervision is offered in a group and by agreement on a 1:1 basis.

Frequency

Supervision takes place twice a month. Listeners are expected to attend at least once a month. Not attending supervision may result in Listeners not being able to continue to see clients. In addition the Listeners may contact the supervisor at any point by phone concerning specific urgent issues.

The supervisor will be on hand to discuss the allocation of cases as he/she is in the unique position of understanding the capabilities of the Listeners.

Reports

The supervisor will provide an annual supervisor report form in the format requested by the university or college. The trainee prior to submission will agree this report. A copy of the report will go to Renewal Listening Service, Service Manager. The supervisor will communicate on a regular basis regarding the professional developments for all Listeners to the Listening service manager.

Monitoring

An attendance register will be forwarded to the Listening service manager after each supervision session. In connection with the team, the supervisor will produce a short review and evaluation of the service as a whole regarding the effectiveness of the supervision and the supervisory relationships.

The supervisor will take joint responsibility with the Listeners regarding their own fitness to practice. This function will be particularly important in assessing the ability to practice following traumatic events or breakdown of emotional or physical health.