**Example Formal Agreement / Ground Rules for Group Supervision**

**Both supervisor and supervisee(s) agree to:**

* Reflect on issues that affect the clinical practice of the supervisee(s) in order to develop personally and professionally; ultimately contributing towards improving patient care.
* Meet every …………. for up to …… hours as a group at / in ………………..
* Protect this time by committing to the agreed dates and times, being punctual and ensuring that there are no interruptions (for example from mobile phones)
* Be open to feedback from each other as to how the sessions are progressing
* Challenge any breach of confidentiality OR of this agreement
* Terminate the contract after full discussion and agreement in the event of the supervisory partnership being ineffective or any difficulties arising. In the event of termination of a supervision contract it is the supervisee’s responsibility to approach and agree an alternative supervisor and supervision contract.
* **Uphold these agreed ground rules:**
* GSOH (good sense of humour).
* Keep to time.
* Remember that you can take time out should you need to
* Give others opportunity to speak
* No question is trivial
* Listen to each other
* Be non-judgmental and respect each other’s opinions.
* Challenge others respectfully
* To communicate via WhatsApp group
* Keep confidentiality
* Be accountable
* Allow people to own their own experience
* Supervisee to summarise an action plan that is agreed with supervisor

**As supervisor I agree to:**

* Ensure all discussion content remains confidential unless necessary to address any of the following as a last resort and only after informing the supervisee(s) of my intention:

(1) where the supervisee reveals any illegal or unsafe practice and is unwilling to deal with it using the appropriate organisational procedures or

(2) where the supervisee repeatedly misses or is late for sessions without a reason that is acceptable to the whole group

* Not allow inappropriate managerial interference/influence re; the supervision sessions; management and supervision to remain separate entities
* Offer support, advice and constructive feedback/challenge to achieve the goals of clinical supervision (in-depth reflection)
* Keep a record of dates and attendees.

**As supervisee I agree to:**

* Prepare for the sessions and be responsible for contributing to the agenda
* Adhere to the ground rules and take responsibility for making effective use of the time, for the outcomes and for any actions I take as a result of clinical supervision

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| **NAMES AND SIGNATURES** | |
| **Supervisor** |  |
| **Supervisee 1** |  |
| **Supervisee 2** |  |
| **Supervisee 3** |  |
| **Supervisee 4** |  |
| **Supervisee 5** |  |
|  | |
| **Date contract agreed** |  |
| **Planned date for review of contract** |  |