Holli M. Kelly, Ph.D., LMFT
763-350-3690
Drhollikelly@gmail.com
www.drhollikelly.com

SUPERVISION CONTRACT

Supervisor Profile:

Holli M. Kelly, Ph.D., LMFT is a licensed Marriage and Family Therapist and is a national (AAMFT) and state (Minnesota and Georgia) approved supervisor in Marriage and Family Therapy. She has been working with individuals and families for over two decades in a variety of settings including crisis intervention, in-home family therapy, domestic violence, corrections, and private practice. She has also held adjunct faculty positions teaching courses in research and clinical practice including teaching in the Northcentral University's Marriage and Family Therapy Department. Dr. Kelly has presented at local, national and international conferences on systemic dynamics and interventions, particularly regarding trauma. She is currently working with veterans and their families around trauma and readjustment issues as the Director of the Vet Center in Marietta, GA. She also was the Executive Director of the Georgia Association for Marriage and Family Therapy for two years. Dr. Kelly graduated from the University of Wisconsin-Stout with her masters in Marriage and Family Therapy in 2000 and from the University of Minnesota with her doctorate in Family Social Science in 2014. She was the recipient of the American Association for Marriage and Family Therapy Minority Fellowship Award two years in a row and also received the Outstanding Student Award in 2005 from the Minnesota Association of Marriage and Family Therapy for her doctoral work in research and clinical practice. She is a recipient of the 2021 Rising Alumni Award with the University of Minnesota and received a Congressional Recognition Award from Senator McBath in Georgia in 2020 for her work in the community with veterans. Dr. Kelly has published her work in several journals, including the American Journal of Marriage and Family Therapy and Fathering. Dr. Kelly has also supervised and mentored several individuals in internship positions and/or who were seeking professional licensure and AAMFT supervisory status in the field of Marriage and Family Therapy. Dr. Kelly currently lives in Georgia with her husband and three rescue dogs.

Time and Frequency of Supervision:

We will negotiate frequency and duration of supervision to meet your needs. 24-hours of advance notice is requested for any change in scheduled appointments. And, you will be expected to pay for a scheduled appointment that you don't keep or cancel with 24-hours notice, unless you have an unforeseeable emergency that prevents you from being able to provide this notice.

Payment for Supervision:

Payment can be in the form of cash or check made out to Holli Kelly for the full amount prior to the supervision session beginning. For online payment it can be made via Venmo to @Holli-Kelly. Individual supervision is $_____ per hour.

Emergencies:

It is the responsibility of the supervisee to familiarize her/himself with the policies and procedures of her/his current place of employment or field placement regarding critical incidents, therapeutic crisis and/or emergencies, as well as all relevant legal and ethical guidelines. In the event of an emergency or therapeutic crisis, please notify all involved supervisors immediately following (or during) the session or contact in question. If applicable, any formal reports will be made promptly in accordance with agency policy and applicable local, state and federal laws

In urgent matters, Dr. Kelly can be contacted at 763-350-3690. If you are employed by an agency or supervised by another supervisor for any other reason, I request permission to contact that supervisor as a means of ensuring supportive collaboration.

Supervision Preparation:

Prior to the session, the supervisee is expected to prepare a brief outline of the case(s) to be reviewed, which may include a genogram. At the beginning of each supervisory session, time will be offered to address any critical incidents or emergencies. Through collaboration, the supervisor and supervisee will develop a presentation format with the supervisee's chosen modality.

Content and Modality of Supervision:

The content of supervision will highlight the development of systemic case conceptualization and guidance with session and treatment process. You will be asked to identify the client's chief complaint, short-term and long-term goals for treatment, and your systemic hypothesis. Modalities will include case presentations, videotape or audiotape review, and live supervision, as negotiated. In the case of a supervisee seeking AAMFT supervisory status, the focal point will be the development of supervisory skills and modalities as guidance in enhancing and establishing ethical and effective supervisory relationships. You will also be asked to identify areas for your professional growth and develop plans for reaching goals for these growth areas.

Grievance Procedures:

In the event of an emergence of a supervisory impasse or conflict, I propose that the issue be brought before another mutually agreed upon AAMFT Approved Supervisor or the equivalent to assist with resolution at mutual expense to all parties.

Personal Issues:

Supervision is not therapy; therefore, in the event that personal issues surface, the supervisee may be asked to work on certain issues that impact the therapeutic relationships. Therapy will be pursued outside of supervision and at the supervisee's expense.

Responsibilities of Supervisor:

1. Provide an atmosphere of trust, support and encouragement so professional growth may be experienced.
2. Respect for the supervisee's chosen theoretical orientation.
3. Provide clinical expertise and skills in a way that the supervisee's use of self in the therapeutic process is enhanced.
4. Provide supervision in an ethical and professional manner.
5. Assist the supervisee with examining interpersonal issues that impact therapy/supervision.
6. Seek collegial consultation when issues emerge that impede the supervisory experience.
7. Maintain confidentiality regarding supervision.
8. In the event of an emergency, be available to the supervisee or provide other arrangements for supervisory alternatives.
9. Model behaviors that enhance the supervisory process.

Responsibilities of the Supervisee:

1. Prepare for the supervisory sessions as negotiated by supervisor and supervisee.
2. Openly explore clinical/supervisory strengths and areas for growth.
3. Be open to feedback and to different techniques and models.
4. Secure confidentiality within the ethical and legal statues.

5. Obtain written permission from clients/supervisees, within agency policy and procedures, for use of information from treatment for the purpose of supervision. Identify the supervisor, by name and credentials to clients.
6. Accept only cases within the scope of your practice and skill level.
7. Contact the supervisor in the event of a client/therapeutic emergency.
8. Be receptive to personal therapy outside the supervisory process, on your own volition or upon the recommendation of the supervisor.
9. Maintain case documentation in a timely manner.
10. Uphold ethical standards of practice, as outlined by AAMFT and other relevant professional organizations.

Goals for Supervision:

Requests of supervision at this time (check all that apply):

_____ AAMFT Supervisor Status

_____ Licensure as Marriage and Family Therapist

_____ Other professional licensure – specify:

___ Academic (field placement or practicum)

Agreement:

I, Holli Kelly, agree to provide supervision in accordance with the terms outlined in this contract and any additional documents hereto and appended and signed by myself and the supervisee named in the document.

I, _____, agree to the terms outlined in this contract and any additional documents hereto and appended and signed by myself and the supervisor named in this document.

The supervisor or the supervisee has the right to terminate this agreement by providing the other with a 30-day written notice of intent to terminate.

Supervisee's signature: _____ Date: _____

Supervisor's signature: _____ Date: _____