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## Clinical Supervision Procedure

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Effective: 15 November 2016

### 1. Guiding Principles

- 1.1 The Clinical Supervision: Framework for WA Mental Health Services and clinicians states “The Office of Mental Health supports clinical supervision for all mental health professionals working in clinical areas. Clinical supervision will be available to all clinicians in mental health and all clinicians are expected to participate”.
- 1.2 The purpose of clinical supervision is to:
  - 1.2.1 provide on-going learning and clinical skill development
  - 1.2.2 provide support in coping with the demands of clinical work
  - 1.2.3 promote reflective practice and maintenance of professional and ethical standards
  - 1.2.4 promote evidence based practice.
- 1.3 The Kimberley Mental Health and Drug Service (KMHDS) provides staff with the opportunity to access clinical supervision.
- 1.4 Clinical supervision may occur during or outside normal work hours.
- 1.5 All clinical staff are encouraged to access Clinical Supervision.
- 1.6 Some options for clinical supervision are:
  - 1.6.1 with senior clinical staff within WACHS
  - 1.6.2 KMHDS contracted service in the Kimberley region
  - 1.6.3 the Bush Crisis Line
  - 1.6.4 staff access privately funded clinical supervision
  - 1.6.5 via telephone, videoconference or in person.
- 1.7 Staff should initially seek clinical supervision within the Department of Health before seeking external supervisors.

### 2. Procedure

- 2.1 All KMHDS clinical line managers are to discuss supervision arrangements with staff as part of performance management and assist with arrangements when requested.
- 2.2 Line Managers are responsible for ensuring details of supervision arrangements are maintained on personnel files.
- 2.3 KMHDS Human Resources (HR) are to establish and maintain a Clinical Supervision Register for auditing purposes.
- 2.4 Line managers are required to provide relevant information to HR every four weeks regarding clinical supervision sessions held including date and time of a clinical supervision session, clinical supervision service provider and organisation.

### 2.5 Medical staff

- 2.5.1 Consultant Psychiatrists – have regular peer review.
- 2.5.2 Psychiatric Registrar – receives weekly clinical supervision by the Consultant Psychiatrist. Where the registrar has a psychotherapy client, the registrar is to arrange external psychotherapy clinical supervision.
- 2.5.3 The Resident Medical Officer – receives clinical supervision by the Consultant Psychiatrist and or the Psychiatric Registrar.

### 2.6 The Clinical Supervisor

- 2.6.1 The clinical supervisor is trained /experienced in clinical supervision with a minimum of two years' experience in the mental health or Alcohol and Drug field and is familiar with the Clinical Supervision: Framework for WA Mental Health Services and clinicians.

## 3. Definitions

<b>Clinical Supervision</b>	Clinical supervision refers to a formal, structured process of professional support. Supervision assists staff to understand issues associated with their practice, to gain new insights and perspectives, and to develop their knowledge and skills while supporting staff and improving consumer and carer outcomes. Clinical supervision may involve individual, group or peer approaches; and can be informed by a variety of theoretical perspectives.
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## 4. Roles and Responsibilities

- 4.1 **Regional Manager and Line Managers** are responsible to ensure access to clinical supervision is available to clinical staff.
- 4.2 **Clinical staff** are responsible for:
  - arranging clinical supervision arrangements with their Team Leader.
  - once arranged, commit to personal availability for sessions arranged.
  - rescheduling Clinical Supervision sessions as needed.

## 5. Compliance

It is a requirement of the WA Health [Code of Conduct](#) that employees “comply with all applicable WA Health policy frameworks.”

A breach of the Code may result in Improvement Action or Disciplinary Action in accordance with the WA Health [Misconduct Policy](#) or Breach of Discipline under Part 5 of the *Public Sector Management Act*.

WACHS staff are reminded that compliance with all policies is mandatory.

Clinical Supervision compliance is audited as part of the audit cycle.

## 6. Evaluation

This procedure is to be reviewed every five years.

## 7. Standards

National Safety and Quality Health Care Standards: 1.3.1; 1.7.1; 1.10.5; 1.11.1; 1.11.2

EQulPNational Standards: 13.8.1

National Standards for Mental Health Services: 8.7; 9.2

National Standards for Disability Services: 6.1; 6.3; 6.6

## 8. Legislation

WA Mental Health Act 2014

## 9. References

WA Government Response to the Stokes Report 2012 1.1.7

## 10. Related Policy Documents

Clinical Supervision: Framework for WA Mental Health Services

Employee Clinical Supervision Procedure - Goldfields Mental Health Service 2016

## 11. WA Health Policy Framework

Clinical Governance, Safety and Quality Policy Framework

Mental Health Policy Framework

**This document can be made available in alternative formats  
on request for a person with a disability**

<b>Contact:</b>	Senior Project Officer (M.Vandale)		
<b>Directorate:</b>	Mental Health	<b>TRIM Record #</b>	ED-CO-16-73448
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