**CBT-L5 Supervision Log**

Your Supervision Record should map to your client record. Supervision should aim to meet the supervision ratio requirements of your chosen professional membership association/ethical framework. This varies depending on the amount of client work undertaken and you should seek guidance from your professional membership association as to how these ratios are ethically achieved[[1]](#footnote-1).

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| --- | --- | --- | --- | --- |
| Date | Type of supervision group/individual  In-person/ online/ telephone | Hours claimed | Client\* | Focus and outcome |
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\* Ensure client confidentiality by anonymising your clients’ details.

1. For example, the BACP requirements for trainee counsellors in individual supervision is a minimum of 1.5 hours per calendar month. Ratio of 8 hours counselling to 1-hour supervision, with supervision every two weeks. The BACP formula for counting time gained through group supervision is that if a candidate is in a group of four or less, half the time of the session can be claimed. So, if there are four people in a session of 1½ hours, then each person can claim 45 minutes each. If there are five or more in a session, then divide the length of the session by the number or people present - i.e. five people in a 2½ hour session could claim ½ an hour each. [↑](#footnote-ref-1)