

 <p style="text-align: center;">KENTUCKY CORRECTIONS Policies and Procedures</p>	Policy Number	Total Pages
	Date Filed	Effective Date
Authority/References	Subject	
<p>KRS 309.0805, 309.0814, 309.083, 335.080-335.100, 335.300-335.399, 335.500-335.599 201 KAR 23:070, 201 KAR 32:010, 201 KAR 32:035, 201 KAR 35:010, 201 KAR 35:070, 201 KAR 36:005, 201 KAR 36:060 CPP 13.8</p>	<p>CLINICAL SUPERVISION WITHIN THE DIVISION OF ADDICTION SERVICES</p>	

I. DEFINITIONS

“Clinical license” means a license or certification approved by the Kentucky Board of Alcohol and Drug Counselors, the Kentucky Board of Social Work, or the Division of Addiction Services.

“Clinical supervisee” means an individual under supervision for and actively pursuing a clinical certification or license approved by the Division of Addiction Services and who is a staff member within the division.

“Clinical supervision” means a disciplined, tutorial process aimed at enhancing the professional development, knowledge, and skills of the supervisee in the area in which the license or certification is being sought. See also 201 KAR 35:010(10) and 201 KAR 35:070 for pursuit of a license or certification governed by the Kentucky Board of Alcohol and Drug Counselors. See also 201 KAR 23:070 Sec. 1(4) and 201 KAR 23:070 for pursuit of a license or certification governed by the Kentucky Board of Social Work.

“Clinical supervisor” means the licensed professional authorized to provide the required professional development supervision in pursuit of a license or certification in an area approved by the division See also 201 KAR 35:010(11) for pursuit of a license or certification governed by the Kentucky Board of Alcohol and Drug Counselors and 201 KAR 23:070 Sec. 1(5) for pursuit of a license or certification governed by the Kentucky Board of Social Work.

“Division” means the Department of Corrections Division of Addiction Services.

“Qualified licensed substance use staff” means Kentucky Department of Corrections (DOC) staff, or individuals contracted by the DOC, who are licensed or certified as alcohol and drug counselors or social worker or other professional licensure as approved by the Division of Addiction Services Director or designee.

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II. POLICY AND PROCEDURES

The intent of clinical supervision is to provide a safe and confidential environment for an employee to reflect on and discuss the employee's work and personal and professional responses to his or her work. The focus shall be supporting an employee in the employee's personal and professional development and to enhance the employee's job performance and clinical skills in compliance with the statutory and regulatory requirements of the license or certification for which the clinical supervision is directed.

A. Clinical Supervision

Division of Addiction Services staff may pursue their clinical license while employed by the Division of Addiction Services. Clinical Supervision of Division of Addiction Services staff by qualified licensed substance use personnel is beneficial for their job duties with the division.

1. Information discussed during clinical supervision meetings shall be confidential. To protect confidentiality an agreement of confidentiality created by the Division of Addiction Services shall be signed by the clinical supervisor and supervisee.
2. Division of Addiction Services staff that choose to pursue their license shall be supervised by clinical supervisors and be clinical supervisees.

B. Reimbursement and Work Time

1. Supervisees shall receive financial reimbursement for mileage used to attend clinical supervision meetings in person and may account for time used to attend clinical supervision meetings in person, virtually, or over the phone as time at work.
2. To qualify for this, supervision shall be performed by a qualified licensed substance use staff within the Department of Corrections or a contracted provider and approved by the Division of Addiction Services Director or designee. Clinical supervision by an outside clinical supervisor, other than those contracted with the Department of Corrections, Division of Addiction Services as treatment providers, shall not be eligible for mileage reimbursement or time at work by the Division of Addiction Services or the Kentucky Department of Corrections.
3. Supervisees shall receive financial reimbursement for clinical license renewal fees.

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C. Credentials

1. Clinical supervisors and supervisees shall comply with applicable state and federal licensure, certification, or registration requirements.
2. Individuals lacking certification or licensure shall not use titles included in KRS 309.0805(1).
3. Qualified licensed substance use personnel shall be certified or licensed by:
 - a. The Kentucky Board of Alcohol and Drug Counselors and shall meet the requirements in KRS 309.083;
 - b. The Kentucky Board of Social Work and shall meet the requirements in KRS 335.080 through KRS 335.100; or
 - c. Other organizations approved by the Division of Addiction Services.

D. Approved Types of Clinical Supervision

The following types of clinical supervision shall be approved:

1. Kentucky Board of Alcohol and Drug Counselors
 - a. Licensed Clinical Alcohol and Drug Counselor
 - b. Certified Alcohol and Drug Counselor (CADC)
2. Kentucky Board of Social Work
 - a. Licensed Social Worker (LCW)
 - b. Certified Social Worker (CSW)
 - c. Licensed Clinical Social Worker (LCSW)
3. Other professional licenses may be approved if there is a clear benefit to the performance of work duties as approved by the Director of Addiction Services or designee. To include but not limited to:
 - a. Licensed Professional Counselor Associate (LCPA)
 - b. Licensed Professional Clinical Counselor (LPCC)

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c. Licensed Marriage and Family Therapist (LMFT)

- E. Verification of the current license, certification, or registration shall remain in the individual's personnel file, if the individual is an employee of DOC.
- F. If the individual is an employee of DOC, the individual shall also meet the specifications established by the Kentucky Personnel Cabinet.
- G. All Division of Addiction Services employees currently under supervision for clinical licensure shall have thirty (30) days from the effective date of this policy to seek permission to continue supervision and complete confidentiality forms of both supervisor and supervisee.