

PROFESSIONAL SUPERVISION POLICY

FACT SHEET FOR

FINANCIAL COUNSELLORS



Professional supervision for financial counsellors is a formal relationship between supervisor and supervisee designed to promote wellbeing, facilitate reflective practice, explore ethical issues, develop casework skills and foster best practice.

It is **mandatory** for a formal written agreement between supervisor and supervisee - model agreements are on www.fcat.org.au. As supervision is an integral part of employing a financial counsellor, agencies accept the cost of professional supervision as part of the overall costs of employment.

It is **best practice** for supervisees to have their professional supervisor of choice and for supervisors to be external to the Agency

It is **acceptable practice** for supervisors to be employed by the Agency provided:

- a. the supervisor is not their direct line manager or another manager/team leader within the same line management structure; and
- b. the supervisee has chosen the supervisor or the Agency has chosen the supervisor after agreement from the supervisee

It is **best practice that** before financial counsellors change supervisors that there be open communication between the financial counselor and their supervisor as to why the change is being sought.

All supervision is to be provided by financial counselling supervisors approved and currently accredited with FCAT or financial counselling supervisors approved and currently accredited with any other State or Territory association.

Professional Supervision Standards		
Employed	0.5 FTE or greater	Less than 0.5 FTE
Minimum total supervision hours for all Members	10	6
Minimum one-to-one supervision hours for Associate Members	10	6
Min supervision provided by supervisor who is also a financial counsellor	50%	
Min. % of total hours conducted one to one	50%	
Min. sessions per year conducted face to face (includes video)	1 session	
Max. in all group sessions	8 members	

Members will be required to progressively record their professional supervision activities on the FCA portal and at the end of each calendar year report to FCAT (Continuing PD and Professional Supervision Return).