



Administrative & Clinical Supervision Definitions and  
Minimum Requirements

NYSED Licensed Clinicians supervision requirements/definitions can be found at:

<http://www.op.nysed.gov/prof/>

SUD Counselor Scope of Practice Supervision Requirements

Minimum Regular Supervision

- **Counselor Assistant** – Minimum of weekly Administrative Supervision by a minimum of a CASAC Level 2 or NYSED Licensed QHP (at least 1 one-on-one meeting per month).
- **CASAC Trainee** – Minimum of weekly Clinical Supervision meetings by a CASAC Advanced or Master Level or NYSED Licensed QHP (at least 2 one-on-one meetings per month).
- **CASAC Provisional** – (to be developed by OASAS) Minimum of weekly Clinical Supervision meetings by an Advanced or Master Level Counselor or NYSED licensed QHP (at least 2 one-on-one meetings per month).
- **CASAC** – Minimum of weekly Clinical Supervision meetings by an Advanced or Master Level CASAC or NYSED licensed QHP (at least 1 one-on-one meeting per month).
- **CASAC Level 2** – Minimum of weekly group Clinical Supervision meetings by a CASAC - Advanced or Master Level or NYSED licensed QHP.
- **CASAC - Advanced Counselor** – Minimum of Peer supervision (2 times/month) with other CASAC - Advanced or Master Levels or NYSED Licensed QHPs.
- **CASAC - Master Counselor** – Minimum of Peer supervision (once/month) with other CASAC - Advanced or Master Levels or NYSED licensed QHPs.

**Regular supervision meetings must be in addition to case conferences and must cover transference, countertransference, ethics, and boundaries.**

Minimum Intensive Supervision

**Counselor Assistant – Regular Supervision requirements plus:**

- Intermittent direct observation by minimum of a CASAC Level 2 or NYSED licensed QHP at least quarterly.
- Must discuss intensive level functions at each supervisory meeting.
- CASAC Level 2 or NYSED licensed QHP always present or on call.

**CASAC Trainee and CASAC Provisional (to be developed by OASAS) Regular Supervision requirements plus:**

- Intermittent direct observation at least quarterly by minimum of a CASAC Advanced or Master Level or a NYSED licensed QHP.
- Must discuss intensive level functions at each supervisory meeting.
- Advanced or Master Level CASAC or NYSED licensed QHP always present or on call.

**Other Considerations:**

- All CASAC Advanced and Master Levels (Clinical Supervisors) must take the OASAS approved 30 Hour Clinical Supervision Foundations I & II training.
- Allocation of Time for Supervision – U.S. Substance Abuse and Mental Health Services Administration’s Center for Substance Abuse Treatment’s TIP 52 recommends 20:1 (client hours to supervision time).

- Weekly, regularly scheduled one-on-one meetings with appropriate Supervisor recommended for optimal staff wellness and reduction of risk for vicarious traumatization.
- Intermittent co-facilitation and direct observation is a best practice.
- Monitoring of evidence-based practices to ensure fidelity.
- All Clinical Supervisors are required to be CASAC Advanced or Master level or NYSED licensed QHP.
- All Administrative Supervisors are required to be minimum of a CASAC Level 2 or NYSED licensed QHP.