

Notes on Supervisor Accreditation

The Assessors Panel reserves the right to return application forms and to seek additional information where there is lack of clarity in the application.

Applications for supervisor accreditation will be deemed to have been accepted for processing from the date of receipt of application form and processing fee. This will be recorded by the Administrator.

Section A

Please confirm that you have been an accredited member of COSRT for a minimum of two years. (Criterion 1)

Section B

1. Please list the training you have received in supervision and please attach four copies each of certificates, diplomas etc. A separate sheet may be attached. (Criterion 2)
2. Please indicate whether you have attended a COSRT approved supervision course in sexual and relationship therapy, (Criterion 2.i) or a COSRT CPD day in the supervision of sexual and relationship therapy. (Criterion 2.ii a)
3. If not, you are required to submit a Case Study. (Criterion 2.ii b)
4. Please confirm that you have completed a minimum of 80 hours of supervision with a minimum of two supervisees. (Criterion 3)
5. Please confirm that you have completed a minimum of 40 hours of supervision of sexual and relationship therapy with a minimum of two supervisees. (Criterion 4)
6. Supervision of supervision refers to formal access and opportunity to discuss your supervisory work with another. (Criterion 5)
7. Please confirm that you are a practising therapist in sexual and relationship therapy. (Criterion 6)
8. Please confirm that you are insured for the practice of clinical supervision. (Criterion 7)

General

1. Type application or write legibly and ensure all sections are completed. Illegible or incomplete applications will be returned.
2. Read criteria carefully and ensure you are able to demonstrate that you fulfil each criterion when completing your application form. Do not leave anything to be assumed by the Assessors.
3. Send ORIGINAL and THREE photocopies of the following:
 - a) Application Form - typed or written legibly;
 - b) Curriculum Vitae – typed.
4. Send FOUR photocopies of all the documents supporting your application, eg evidence of Professional qualifications, examinations passed, courses attended, etc.
5. Send FOUR copies of your log.
6. Send FOUR copies of your case study, if required.
7. Send FOUR photocopies of your up-to-date insurance document showing cover for supervision.
8. Please collate your documents into FOUR complete application packs before sending. Please do not bind the packs.
9. Please include your processing fee of £150. Cheques should be made payable to COSRT.

Time Scale of the Registration Process

Supervisor Accreditation is processed by the Assessors Panel and ratified by the Professional Standards Board. Both committees meet regularly throughout the year. The Supervisor Accreditation process takes three months on average. If a person is not granted Supervisor Accreditation they may not re-apply until 12 months from the date of notification. You will receive notification of the outcome of your application, and if successful, your certificate will come with the notification or soon after.

Appeal Procedure

If you are not awarded Supervisor Accreditation you may appeal on the grounds of incorrect procedure. Notification of your desire to appeal should be sent to the Chair of the Assessors Panel, COSRT, PO Box 13686, London, SW20 9ZH, within three months of receiving your notification.

Renewal of Supervisor Accreditation

Supervisor Accreditation is renewed annually. This will be recorded on your certificate. You will be sent a renewal form in **October/November** of each year along with the request for your subscription to COSRT.