

SUPERVISION APPLICATION FORM

ATTENDEE DETAILS

Name					
Email					
Address					
Contact telephone number					
Occupation					
Which Professional body are you a member of?	ISCP BPS	AC TILM	APECS AOCS	EMCC Other:	ICF
Which code of ethics and practice do you abide by?	ISCP BPS	AC TILM	APECS AOCS	EMCC Other:	ICF
Do you hold Professional Indemnity Insurance?	Yes	No			

WHICH SUPERVISION STREAM DO YOU WISH TO BOOK?

GROUP SUPERVISION FOR PSYCHOLOGISTS		GROUP SUPERVISION FOR COACHES		1-2-1 SUPERVISION (you will confirm meeting dates with your supervisor)	
Which A stream number would you prefer?		Which B stream number would you prefer?			

Please check our website for the list of stream availability

Psychologist Stream: <https://www.coachingpsychology.one/supervision-groups/supervision-psychologists/>

Coach Stream: <https://www.coachingpsychology.one/supervision-groups/supervision-coaches/>

If your preferred stream is not available, you will be offered an alternative.

NOTE: Only graduate or chartered psychologist members of the British Psychological Society (BPS) (or equivalent if located outside of the UK) and/or Associate members (or above) of the International Society for Coaching Psychology (ISCP) are eligible to attend the Stream A Psychologist sessions.

PLEASE INCLUDE EVIDENCE OF PROFESSIONAL BODY MEMBERSHIP AT RELEVANT GRADE WITH YOUR APPLICATION

Each Group Supervision stream will have a maximum of 6 supervisees. The dates and times of each stream are fixed. Once you are confirmed onto a stream you are unable to change until the end of the pre-booked sessions. If you miss a session, no refund can be given outside of the cancellation and transfer policy.

Please provide some further details about your coaching experience:

Do you have any previous training in coaching or related fields?	YES	NO
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What models and approaches do you use in your coaching/ coaching psychology practice?	
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Please provide a <u>brief</u> outline of your work-related and coach specific training	
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Relevant Academic / Professional Qualifications	
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Is there anything else we need to know?	
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How did you get to hear about our supervision groups	
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PAYMENT

Group Supervision fee for series of 5 sessions = £325
1-2-1 Supervision fee = £175 per session

A booking confirmation email will be sent to the email address stated above along with a link to an online invoice.

Payment can be made securely online with a card. Your place is not confirmed until payment is received.

Fees must be paid by the due date on the invoice. If payment has not been received by this date and despite our best efforts to contact you, your place on the supervision group will be cancelled.

Organisational Payment

If your employer is making payment, please provide invoicing details.

Company Name	
Company Address	

Contact Name	
Email address to send invoice	
Purchase Order Number (If applicable)	

CANCELLATION POLICY

The contract is cancellable within the standard 14 day cooling off period. If cancelled within this 14 day period, we will provide a full refund.

If you cancel after the 14-day cooling off period, the following cancellation fees will apply:

More than 4 weeks before the supervision stream begins	Full Refund
2-4 weeks before the supervision stream begins	75% of fee
1-2 weeks before the supervision stream begins	50% of fee
7 days or less the supervision stream begins	No refund

The NACP reserves the right to alter or cancel Supervision sessions. No liability is accepted for any consequential loss or any other expenses directly or indirectly incurred by any cancellation.

NOTES

1. All supervision sessions are conducted in English from England in UK real-time via the Zoom Platform. (This is not a digital service)
2. There is an expectation that you will use your camera and audio for the duration of the session. Please ensure that you can participate from a confidential setting. If you are unable to ensure a confidential setting in which no other people can view or hear any part of the session for its duration, please apply at a time you are able to do so, as you may be asked to leave the supervision session.
3. A zoom link and further information will be issued to you approximately 1 week prior to the session – provided payment has been received. Don't forget to check your spam folder. It is your responsibility to ensure you have received the 'Joining Information' email.
4. As zoom have regular updates, we recommend you update prior to each supervision session.
5. If payment is not made by the payment due date on the invoice and we have made every effort to contact you via email/text/phone we reserve the right to cancel your place. Places are not confirmed until payment is received.
6. Each Group Supervision stream will have a maximum of 6 supervisees. The dates and times are fixed i.e once you are confirmed onto a stream, you are unable to change dates/groups until the end of the pre-paid sessions. If you miss a session, no refund can be given outside of the cancellation and transfer policy.
7. General notes about the Group Supervision sessions can be found here: <https://www.coachingpsychology.one/supervision-groups/general-supervision/>
8. 1:1 Supervision Sessions will be invoiced on an individual basis and payment is due by return.
9. Notes about General Supervision can be found here: <https://membership.coachingpsychology.one/supervision-groups/general-supervision/>
10. The NACP Privacy Policy can be found here: <https://www.coachingpsychology.one/privacy-policy-2/>

I confirm I have read and agree to the above conditions.

Electronic Signature of Applicant	
Date of Application	

SUBMIT COMPLETED FORM TO: office@coachingpsychology.one