



**Board of Behavioral Sciences**  
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## Marriage and Family Therapist Trainee or Intern

### SAMPLE LETTER OF AGREEMENT FOR SUPERVISION

*Required when the Trainee or Intern's supervisor is working as a volunteer*

Date:  
 MFT Trainee or Intern's name:  
 Supervisor name:  
 Employer name:

This letter serves as an agreement between the employer, (Employer's name), the Marriage and Family Therapist Trainee or Intern, (Trainee or Intern's name), and the Trainee or Intern's supervisor, (Supervisor's name).

(Supervisor's name) is employed by (Employer's name) on a VOLUNTARY basis. (Employer's name) agrees to allow (Supervisor's name) to supervise (Trainee or Intern's name). (Supervisor's name) agrees to supervise (Trainee or Intern's name) for (Employer's name).

(Supervisor's name) agrees to take supervisory responsibility for the marriage and family therapy services provided by (Trainee or Intern's name) as required by Chapter 13 of the California Business and Professions Code and Title 16, Division 18, Article 4 of the California Code of Regulations. (Supervisor's name) shall ensure that the extent, kind and quality of services performed is consistent with (Trainee or Intern's name) training, education, and experience and is appropriate in extent, kind and quality.

(Employer's name) is aware of the licensing requirements that must be met by (Trainee or Intern's name) and agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements; and agrees to provide the supervisor access to clinical records of the clients counseled by (Trainee or Intern's name).

\_\_\_\_\_  
 Supervisor's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 MFT Trainee or Intern's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Employer's Authorized Representative Name

\_\_\_\_\_  
 Employer's Authorized Representative Signature

\_\_\_\_\_  
 Date

#### NOTE:

**This is a SAMPLE letter.** It should be written on the letterhead of the employer and signed and dated prior to gaining hours of experience. See Title 16, California Code of Regulations section 1833(b)(4).