

**A Guide to Your iaedp™ Supervision:
A Requirement for the Traditional Certification Process**

www.iaedp.com
Tel. (800) 800-8126 x 87 / Fax (800) 800-8126
Email: certification@iaedp.com

I. Value of Supervision

- a. To be certified as an eating disorders specialist, you will be required to obtain supervision of your work with clients who have been diagnosed with an eating disorder by an iaedp™-Approved Supervisor. Supervision provides the opportunity for you to learn and mature into an experienced eating disorders professional. It allows you to enhance your self-awareness in addition to working on your skills and competencies. Supervision exists for three reasons. It fundamentally protects clients' welfare; it improves the ability of a clinician to provide value to clients; and it allows for monitoring of the self-care of the health care professional. The following information provides basic guidelines for the minimum Supervision requirements to meet the Traditional Certification standards for an eating disorder specialist, regardless of field of practice. Be aware that your specific Supervision requirements may be increased as needed by your iaedp™-Approved Supervisor

II. Requirements of Supervision

Qualified supervisor(s) can be either:

- a. An existing iaedp™-Approved Supervisor who can be found by searching the iaedp™ membership directory (<https://iaedp.site-ym.com/search/custom.asp?id=4864>) or
- b. An experienced clinician in the field of eating disorders with whom you currently work, provides supervision to you, meets the requirements for an iaedp™-Approved Supervisor and is willing to complete the one-time Approved Supervisor Application (a \$75 one-time fee). A qualified supervisor does not have to be in your same geographical area. Supervision for the iaedp™ Traditional Certification is permissible by means of in person, video conferencing, telephone, and/or email

III. Hours Requirement

- a. 2500 practice hours must be accrued under the guidance of iaedp™-Approved Supervisor(s). See Guidelines for Supervision at iaedp.com/certification for details about hours.

IV. When to accrue hours:

Effective for applications received after July 1, 2018, hours towards certification may begin accruing as follows:

- a. Masters Level Therapists – After registration or licensure number is acquired, post-graduation, through practicing state. Must be independently licensed to receive CEDS.
- b. Psychologists – After APA accredited internship year begins. Must be independently licensed to receive CEDS.
- c. Registered Dietitians – After registered through Commission on Dietetics Registration (CDR)
- d. Medical Providers – After license number is acquired through state and can begin residency
- e. Nurses – After state licensure number is acquired
- f. Hours will be accumulated in less than two (2) years and/or in excess of 40 per week will not be accepted.

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V. Supervision Requirement

- a. At least 75% of the 2500 practice hours must be supervised by an iaedp™-Approved Supervisor within your discipline. Up to 25% can be from an iaedp™-Approved Supervisor from another discipline within the treatment team.
- b. Patient care hours can include individual, family and group therapy hours. iaedp™ offers an *“Applicant Log of Patient Care Hours”* to use for your personal documentation of your hours but will not be included in your final application packet
- c. Group supervision may account for up to 25% of supervision hours

VI. Type of Contact (Breakdown of hours):

- a. At least 75% (1875) of your total supervised hours must be direct client/patient service or education.
- b. 25% (625 maximum) of your total supervised hours can be from indirect client service, which includes testing, professional consultations, session notes, and treatment plan documentation. This 25% includes “other” hours. Other hours can include professional or community continuing education, training, and seminars received by or provided by the practitioner or clinician.
 1. No less than one (1) hour of supervision per 120 hours of client contact is recommended, which equals approximately 21 minimum hours of total supervision time.
- c. Your Approved Supervisor will use the “Approved Supervisor Documentation Form” (www.iaedp.com under Certification) to record total # of patient care hours, which will be signed upon completion and a copy included in your application. As a supervisee, you may use the Applicant Log of Patient Care Hours to tally your own hours for validation with your supervisor; however, the Applicant Log forms do not need to be turned in with completed application.

VII. Fees and frequency –

- a. Each supervisor sets his/her own fee schedule and frequency of supervision, based on the applicant’s experience and clientele. We recommend no less than:
- b. 1 hour of supervision per 120 hours of client contact.
- c. Minimum number of total supervision hours will be 21.
- d. The 1 hour of supervision may include both Individual and Group Supervision
- e. The ratio of Individual supervision to Group Supervision is recommended to be: Individual @ 16 hours (75%), Group @ 5 hours (25%)

VIII. Mode of Supervision

- a. Each supervisor sets his/her own preference for either in-person, on-line, or telephone/skype supervision based on the geographical location.
- b. Your supervisor does not have to be in the same state; however, supervision is termed “consultation” if outside of your own state’s geographical boundaries.

- IX. Upon completion of the required supervised patient care hours, the Supervisor will indicate that the applicant has met the following areas of proficiency:**
- is familiar with and knowledgeable of every diagnosis related to eating disorders as outlined by the DSM5
 - possesses strong communication skills as evident in the relationships between clients and clinician
 - is aware and prepared to meet the specific needs and challenges of different ages, gender, family structure, as applicable of each individual client
 - is comfortable and effective in communicating within a multi-disciplinary eating disorder treatment team
 - is proficient at both individual, family and group therapies where applicable.
- X. The Approved Supervisor completes the “Approved Supervisor Documentation Form” for the applicant, which documents hours and % of individual or group supervision given.**
- XI. Developing a Working Relationship with your Supervisor**
- Choose carefully, not conveniently
 - It is important to choose a supervisor who is a good fit for you and your professional development needs. You do not have to choose the closest or most convenient Approved Supervisor. Remember that you would not want a client to choose the first therapist/RD/physician/nurse that they met if they were not comfortable; so, give yourself and your supervisory experience the same respect.
 - Ask questions about your potential supervisor
 - What type of license does he/she hold? Is it current and valid?
 - When was he/she licensed or certified?
 - What is his/her experience with supervision? Coursework vs. practical?
 - How many other supervisees does he/she have or had in the past 2-5 years?
 - What is his/her practice background?
 - What is his/her theoretical orientation and are they comfortable supervising someone who comes from a different orientation?
 - What are his/her specialty areas?
- XII. Starting and maintaining a good supervisory relationship**
- Necessary elements of a supervisory relationship include warmth, trust, genuineness, ethical boundaries, confidentiality, and respect.
 - Spend time at the beginning of the process going over goals and objectives. Decide how progress towards those goals will be measured and communicated.
 - Be clear about expectations around time, place, fees, etc.
 - Be proactive. Supervision is a collaborative experience. Make sure that you are getting value from your supervision and not just “checking the box.”
 - Read through and understand the Supervision Responsibilities available on the iaedp™ website.

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XIII. Using Supervision to Prepare for the Certification Exam

- a. Effective clinical supervision should assist you in preparing for your certification examination. Rather than waiting to cram for the exam last minute, you can use the content tested on the exam to frame your supervision experience. The iaedp™ certification exam study guide outlines the content you will need to master. Once you have reviewed the content outline, take it to your supervisor and discuss how your current work is preparing you for the examination.
- b. Ask your supervisor if he/she can provide you with any insight into exam preparation strategies. Supervisors have often supervised and mentored several applicants, so they might have some useful advice on exam preparation.
- c. Stay on Top of your Required Supervision Experience
- d. You are most likely not the only person gaining supervision hours under your supervisor. Supervisors often work with multiple individuals working towards different certifications and licenses, all with different requirements. It is your responsibility to be aware of your own experience and supervision requirements. If you need further information about your requirements go to the iaedp™ website or contact the Certification Committee to clarify any questions you might have. Throughout your supervision experience be sure to document your direct/indirect client hours as well as your supervision hours. iaedp™ offers the “Applicant Log of Patient Care Hours” chart to assist you in your personal documentation; however, this form is not required since only the Approved Supervisor’s Documentation Form is necessary for your completed Certification Application.