Clinical Supervision and Professional Development of the Substance Abuse Counselor

Part 1: Chapter 1

1) Supervisors provide morale building and suggest strengths and needs when functioning as a
a) teacher
b) consultant
c) mentor
d) coach

2) Which is a central principle of supervision identified by the consensus panel. Clinical supervision
a) enhances staff retention and morale
b) is a skill in and of itself that has to be developed
c) should involve direct observation methods
d) all of the above

3) Which is mentioned as a suggestion for new supervisors?
a) ask for daily meetings with your administrator for feedback
b) Ask for a period of 9 months to allow you to learn your new role
c) ask as many people as possible "How am I doing"
d) have a bowl of gummy bears on your desk during supervision

4) Which is NOT one of the eight truths a beginning supervisor should commit to memory?
a) Supervision is all about the relationship
b) Culture and ethics influence all supervisory interactions
c) Rely first on direct observation of your counselors and give direct feedback
d) A sense of humor may be misinterpreted and do more harm than good

5) Which model of supervision focuses primarily on the skills and learning needs of the supervisee?
a) competency-based
b) treatment-based
c) developmental
d) integrated

6) For the developmental stages of counselors, this TIP has adopted the _____ of Stoltenberg et al. (1998).
a) Integrated Developmental Model
b) 5 Stages Model
c) Interpersonal Growth Model
d) Day at a Time Model
7) An "Objective third person perspective" is an example of a _____ counselor characteristic.
   a) Level I
   b) Level II
   c) Level III
   d) Level IV

8) "May fall back to being a therapist with the counselor" is an example of a _____ supervisor characteristic.
   a) Level I
   b) Level II
   c) Level III
   d) Level IV

9) On the continuum of cultural competence, "The highest capacity to work with minority populations" is Cultural
   a) Opacity
   b) Openness
   c) Competence
   d) Proficiency

10) When looking at direct versus vicarious liability, a generally accepted time standard for a "reasonable effort to supervise" in the behavioral health field is 1 hour of supervision for every _____ hours of clinical services.
    a) 10 to 20
    b) 20 to 40
    c) 40 to 60
    d) 60 to 80

11) A supervisor becoming the counselor's therapist is an example of
    a) modeling
    b) caring
    c) a dual relationship
    d) a bartering violation

12) In supervision, there is an implied contract and duty of care because of the supervisor's vicarious liability.
    a) True
    b) False

13) Which is a detailed plan for supervision that includes the goals which you and the counselor wish to address over a certain time period?
    a) TIP
    b) POA
    c) IDP
    d) SAP
14) Which is a less formal ongoing status report of the counselor's skill development?
   a) summative evaluation
   b) formative evaluation
   c) water cooler evaluation
   d) feedback evaluation

15) When a supervisor manages problem staff or individuals who should not be counselors, this is known as the _____ function.
   a) principle
   b) bad cop
   c) bouncer
   d) gatekeeping

16) Tapes used in supervision sessions should be kept for a minimum of 7 years.
   a) True
   b) False

17) "Personal growth" is a purpose of
   a) clinical supervision
   b) counseling
   c) administrative supervision
   d) all the above

18) All the following are suggestions for balancing clinical and administrative functions EXCEPT
   a) try to be clear about the hat you are wearing
   b) be aware of your biases and values that may be affecting clinical opinions
   c) avoid delegating administrative such as human resources
   d) get input from others to be sure of your objectivity

19) Which describes a tutorial and mentoring relationship among three counselors?
   a) supervage et trois
   b) triadic supervision
   c) accountability group
   d) group coaching

20) The recommended group size for group clinical supervision is
   a) 1 to 2
   b) 2 to 4
   c) 4 to 6
   d) 6 to 8

21) Which is a comprehensive documentation system which provides templates to record critical information?
   a) HMSBoUNTY
   b) FoRMSS
   c) DoCUMENT
   d) eSCRIBE
22) Which method of clinical supervision has the advantages of being informal and time efficient?
   a) direct observation
   b) file reviews
   c) verbal reports
   d) IM reviews

23) Which method of clinical supervision has the disadvantage that it may create anxiety?
   a) direct observation
   b) file reviews
   c) verbal reports
   d) IM reviews

24) Which method of clinical supervision has the disadvantage of being time consuming?
   a) role playing
   b) webcam
   c) cofacilitation
   d) case consultation

25) By some estimates, people waste about _____ hours every day doing tasks that are not of high priority.
   a) 2
   b) 4
   c) 6
   d) 8

Part 1: Chapter 2

26) In helping counselors and clients become comfortable with live observation, you should listen _____ to the concerns.
   a) critically
   b) intently
   c) reflectively
   d) dismissively

27) When implementing direct observation or videotaping, clients should be informed off all EXCEPT
   a) counselor-client contact may be observed by supervisors and/or audio or videotaped
   b) confidentiality must be waived during this training period
   c) the conditions under which the tape will be used for training
   d) how the taped material will be stored and destroyed after use

28) Which is a formalized relationship between a skilled professional and a mentee which is established to enhance the mentee's career by building skills and knowledge?
   a) coaching
   b) supervision
   c) apprenticeship
   d) mentorship
29) All the following are elements of a supervision contract EXCEPT
   a) the context of services to be provided
   b) procedural considerations
   c) the rewards for fulfillment of the contract
   d) the theoretical framework the counselor will use

30) In the vignette which explored boundary issues, Stan helped Eloise understand the use of _____ which counselors have in the relationship.
   a) timing
   b) power
   c) sock puppets
   d) knowledge

31) Regarding cultural variables in clinical relationships, in some _____ cultures, some form of socializing may be expected.
   a) Asian
   b) American Indian
   c) Latino
   d) Hmong

32) Which is not one of the steps to ethical decision making?
   a) get the facts
   b) ask the client's opinion
   c) evaluate alternative actions
   d) make a decision and test it

33) A basic rule of supervision is "do not ask a supervisee to do something you're not willing to do first." A second rule is
   a) if you use a dry erase marker - remember to replace the cap
   b) never make absolute statements
   c) leaders bear pain, they don't inflict it
   d) when you point a finger at someone, three fingers are pointing back at you

34) When addressing personal issues that affect job performance, the key question is
   a) Has the counselor experienced a relapse?
   b) Is the impaired performance noticeable by an uninformed bystander?
   c) Is this the first instance or is it part of a pattern?
   d) How is this personal issue affecting your job performance?

35) In the case of Juanita, it was important for the supervisor and counselor to understand the impact of _____ in a counseling relationship.
   a) PTSD
   b) countertransference
   c) attraction
   d) triggers
36) It is important for new supervisors who are promoted from inside to act "as if" they know the job.
   a) True
   b) False

37) Which is NOT a way for a new supervisor to demonstrate leadership without being controlling or condescending?
   a) taking responsibility for decisions made
   b) always putting the well-being of supervisees above personal accomplishments
   c) giving orders to establish and demonstrate leadership
   d) advocating for supervisees

38) One definition of mentorship is a _____ alliance offering regular opportunities for discussion, training, and learning to occur between less experienced and more experienced people in various settings.
   a) rebel
   b) working
   c) first among equals
   d) symbiotic

39) When presenting a proposal for a clinical supervision system to senior administrators, it is wise to
   a) use terms and language that apply and appeal to administrators
   b) be prepared with facts and figures from a source such as the CSAT Manpower Study
   c) be clear, direct, and succinct
   d) all the above

Part 2: Chapter 1

40) An administrate benefit of clinical supervision is that it is a
   a) force multiplier
   b) social enhancer
   c) risk management tool
   d) feedback mechanism

41) CSAT's Technical Assistance Publication 21-A, defines supervision as a _____.
   a) social influence process
   b) complex dance
   c) jazz duo performance
   d) master/apprentice relationship

42) Bernard & Goodyear (2004) report that supervision has been shown to improve staff
   a) physical health
   b) retention
   c) morale
   d) desire to decorate their work area
43) What type of organizational issue is related to the question "To what extent do administrators expect supervisors to proactively teach ethical and professional values"?
   a) clinical competence
   b) environmental variables
   c) supervisory relationships
   d) methods and techniques

44) A dual relationship exists when a supervisor and supervisee have an additional relationship outside the primary professional relationship.
   a) True
   b) False

45) Which is NOT an area of diversity and cultural competence described by Fong and Lease (1997) which might present challenges?
   a) unintentional racism
   b) power dynamics
   c) reverse racism
   d) trust and vulnerability

46) "Periodically reviewing job descriptions and evaluation procedures" is _____ in the clinical supervision system?
   a) Phase I
   b) Phase II
   c) Phase III
   d) Phase IV

47) Regarding documentation and record keeping, the IDP is updated _____ and preferably every _____.
   a) monthly, every other week
   b) 3 times a year, month
   c) twice a year, 3 months
   d) yearly, 6 months

48) Regarding evaluations, which acronym is given for how to provide feedback?
   a) VALUE
   b) SMART
   c) FEEDBACK
   d) KISS-R