

## **Appendix 5**

### **Recommended Minimum Frequency of Supervision**

	Type	Duration	Frequency
<b>Strategic Leads/Service Managers</b>	Individual	90 minutes	4 weekly
<b>Team Managers /Leaders</b>	Individual	90 minutes	4 weekly
<b>Children's Case Management Social Workers</b>	Individual	90 minutes	4 weekly
<b>Other Social Workers – case holding</b>	Individual	90 minutes	4 weekly
<b>Other Social workers – non-case holding</b>	Group or Individual**	90 minutes	4 weekly
<b>ASYE * see notes below</b>	Individual	90 minutes	4 weekly
<b>Targeted Youth Workers</b>	Individual	90 minutes	4 weekly
<b>Support Services case holding (including FSW)</b>	Individual	90 minutes	4 weekly
<b>Support Services Non case holding (including residential)</b>	Group or Individual**	90 minutes	4 weekly

*Note; 4 working weeks taking into consideration sickness, annual leave, absence.*

### **ASYEs**

- Newly qualified Social Workers (NQSWs) in their Assessed and Supported Year in Employment, (ASYE) must receive supervision every week for the first 6 weeks and then every 2 weeks for the first 6 months.
- Where Group or Individual supervision can be provided, group and one to one supervision supervision should take place on an alternate basis.

### **Case Holding Staff**

- Staff who have case management responsibility must discuss every case for whom they have responsibility, every two months as a minimum standard.

### **Non case-holding staff**

- All non caseholding staff should receive monthly supervision or 121s.
- They should also be able to attend group supervision.
- This group would include Information Coordinators and Administrators.