

Denise Clark
Dip. Hom. P.H.S.H.RSHom.
5 Rosken Grove, Farnham Royal, Bucks, SL2 3DZ
Tel: 01753 644276 Mob: 07980 541 552 E-mail: deniseclark@aaa.myzen.co.uk www.homeopathy-info.co.uk

Supervision with Denise Clark

My objective as your supervisor is to ensure your cases fulfil the requirements of your college, to recognise early on any points your college would have problems with and help you to offer fully justified remedy choices. I will always discuss the feedback forms with you before sending them back to your college. I want you to succeed and I'll do my best to make it a painless experience for you wherever possible! My responsibility to you is to respect your methods and beliefs and to step in only if absolutely necessary to protect the patient. At first glance this contract looks full of 'should's' I've tried to include as many details as possible, there's a lot for you to remember and having as much of it written down makes it easier to access.

Prior to any supervision taking place, you will need to schedule a one-hour appointment with me to discuss how supervision works. At this meeting we will discuss and review the procedure and documentation involved in supervised cases, the code of ethics and practice for supervisors, and the following:

Supervision isn't only about getting your prescription O.K.'d. The process you go through before, during and after consultations is equally important, therefore after each consultation, time will be allotted for a supervision session of ½ hr. (we will not discuss your patient's case at this point, but will discuss any other issues which need time), You will then be required to work on your case and type it up. (I like typed notes because they can help you get a feel for your patient).

It's your responsibility to give me all the required paperwork at the beginning of each case you have: appendix SCS: CA: SF: It's my responsibility to Purton House to complete these forms, they will only contain information which we will already have discussed and I'll make sure you have a copy of these forms for your own reference. These feedback forms are our chance to explore any possible unexplored issues and will help your clarity of your case wherever it may be necessary.

Your arrival time for your supervised consultation should be 15 minutes before your patient's arrival, this leaves you time to get comfortable in the room and shows a professional approach. I may well have a patient booked before and after yours so accurate time keeping is essential.

Your typed up case taking, analysis, repertorisation, differentiation, justification, remedy and potency choice should be handed to me or posted to my home address (no name and address on your case work to keep confidentiality). This must be accompanied by your reflection form fully and thoughtfully completed.

After I have read your work we will talk on the phone to discuss your analysis and suggested prescription. Phone me at home 7.30 – 8.30 am., answer phone on other times and I'll get back to you as soon as I'm able. Please allow me at least 2 days to study your case before our discussion on it, not including weekends. (Ideally your patient should have their remedy 7-10 days after the consultation). You may not discuss your patient's treatment with them, until I've given you the go ahead.

If the case discussion is not straightforward and if either of us thinks you need additional supervision, we will arrange a time between ourselves as soon as possible (to ensure your patient receives their remedy within a reasonable time scale) to meet face to face. This will be charged as below.

Once the prescription has been OK'd by me you should arrange for it to be sent to the patient. It is your responsibility to supply the remedy to the patient along with instructions of how and when to take it.

Patients should be instructed to contact you with any queries or problems between appointments. Where necessary these may in turn be discussed with me. There is no additional charge for this unless we need to meet and discuss the matter at length. Any acute prescribing between appointments must be OK'd by me.

Please make appointments with me. You will be required to confirm these, and the charges to your patients, in writing along with information about how homeopathy works and how supervision will be organised. We can discuss the wording of these letters at our first meeting, but they must include a note about late cancellations being charged for (see below). Follow up appointments will be made at the end of the first consultation while we are all together.

As instructed by your college you may not work with your patients without supervision until after you have graduated.

My availability: My holidays or if I'm ill: I will give you any holiday dates I have booked: I will not be available during these dates but have a locum to support you. The homeopathic help line is available also, this is very useful in an emergency if I'm unavailable.

You must have your own insurance in place before supervision can commence.

Duration of appointments and supervision sessions will be as follows:

Adults:

New patients appointments will last 1 ½ hours plus ½ hour for your supervision.
Follow up appointments will be for 45 minutes plus 15 minutes for your supervision.

Children:

New patients appointments will last one hour plus ½ hour for your supervision.
Follow up appointments will last ½ hour plus 15 minutes for your supervision.

My charges are as follows:

Initial meeting with me – free of charge.

Supervision, face to face – ½ hr. £30.

There is no charge for ongoing supervision over the phone.

Appointments where I attend the consultation:

New patients:

Adults £70. plus supervision charge of £30 (straight after the consultation, ½ hour duration).

Children £50 plus supervision charge of £30 (straight after the consultation, ½ hour duration).

Follow ups:

Adults £37. plus supervision charges of £15 (straight after the consultation, 15. mins. duration).

Children £30 plus supervision charges of £15 (straight after the consultation, 15 mins. duration).

I suggest you the homeopath pay the supervision charge and your patient pays for their own consultation fee.

Paper cases are charged at:

New patients

Adults £70

Children £50

Follow ups

Adults £37

Children £30

These charges include your ongoing supervision by phone.

Any additional supervision – face to face: ½ hour £30

It is your responsibility to take the cheque from your patient at the end of the consultation. All cheques should be made payable to Denise Clark.

Please note: appointments missed without at least 24 hours notice will incur charges of 50% of the

above. You will need to recover this fee from your patient.