


Corrected: Mandatory Training and Assignment of Supervisor - [REDACTED]

2 messages

Vicki Roberts HR - BFFC <hrdept.brightfuture@gmail.com>

Tue, Apr 6, 2021 at 2:29 PM

To: [REDACTED], Bright Future <brightfutureforthechildren@gmail.com>, Bright Future Casemanagement <cm3.brightfuture@gmail.com>, Bright Future Payroll <payroll.brightfuture@gmail.com>

Good afternoon [REDACTED]

This is to confirm that, effective this week, your assigned Supervisor is [REDACTED], OTR. Her telephone number is [REDACTED] and her email is [REDACTED].

Anna will contact you via this email address and at your telephone number on our records:

[REDACTED]

Direct and Indirect Supervision

During the course of your active case assignment(s), [REDACTED] will provide weekly direct and indirect supervision that may involve the following:

- a. Direct supervision means face-to-face contact including observation, modeling, co-treatment, discussions, teaching and video teleconference.
- b. Indirect supervision means indirect contact including, phone conversations, written correspondence, electronic exchange, and other methods using secure telecommunication technology.

You will be expected to sign her monthly supervision log which will reflect the above. In addition, [REDACTED] will be reviewing and approving your electronic session notes in Providersoft.

Mandatory Training

Please click on the below training link that will provide the relevant information pertaining to preparing your electronic session notes in Providersoft.

 [OTA Electronic Note Training.mp4](#)

Should you have any related questions or concerns, please do not hesitate to contact me.

Best regards,

Vicki Roberts
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"Success usually comes to those who are too busy to be looking for it." -Henry David Thoreau