**Memorandum**

To: School Services Program (SSP) Providers

From: Shawna Dippman, Planner/Coordinator & Supervisor

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Re: Supervision of Limited Licensed Providers

Date: Effective September 1, 2025

**Overview**

This memo outlines updated supervision requirements for limited license clinicians in the School Services Program (SSP). These changes clarify existing policy and align SSP terminology with the MDHHS Medicaid Provider Manual.

**Supervision Categories**

**1. Fully Licensed Clinicians**

- No supervision required.

**2. Limited Licensed Clinicians**

- Must be supervised by a fully licensed clinician of the same profession.  
- Supervision must follow professional administrative rules (typically monthly or more frequently).  
- A Supervision Log must be completed, signed by both clinicians, and submitted annually by:  
 • June 15, or  
 • The last day of school, whichever comes first.  
- Submit to the Planner/Coordinator & Supervisor at MCISD.

Notes:  
- Supervision should include structured discussions of casework and professional issues (often referred to as clinical supervision or consultation).  
- Clinicians designated as assistants (e.g., BCaBA, OTA, PTA) must also be supervised by a fully qualified clinician of the same discipline.  
- The supervision ensures both professional growth and quality service to students.

**3. Student Clinicians (Clinical Affiliations)**

- Must be directly supervised (in-person) by a fully licensed therapist.  
- All documentation must be reviewed and co-signed by the supervising therapist.

Sincerely,

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AI-generated content may be incorrect.