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EMOTIONAL FREEDOM TECHNIQUES (EFT) ADVANCED PRACTITIONER SUPERVISION & MENTORING HOURS RECORD

To stay approved to be submitted to your Trainer, either voluntarily or when requested.

For Practitioners in Training: A minimum of 27 hours is required.

For Certified Practitioners: A minimum of 6 hours is needed annually.

Recorded annually from the date of certification.

NAME	
EMAIL ADDRESS	
STATUS (Practitioner, Practitioner in Training, Facilitator, Presenter, & Trainer)	
DATE CERTIFIED	

Types of Supervision activities: (See Appendix 5 on this link, <https://vitalitylivingcollege.info/vlc-cpd-supervision-requirements/>)



A. EFT CPD Supervision Hours Record Log Sheet Template to fill in for Structured Supervision:

Date	Hours	Personal Development Log	Outcome of the meeting	Approved Supervisor or Accredited Master Trainer
		1. What did I love about it? 2. What can I do even better? 3. What did I learn? 4. How will I use what I learnt?		
		1. What did I love about it? 2. What can I do even better? 3. What did I learn? 4. How will I use what I learnt?		
Total	X hours			



(Please keep this record for 5 years for audit purposes)



B. Additional EFT CPD Supervision Hours Record Log Sheet Template to fill in:

Date	Format (e.g., Group/one-to-one)	How (e.g., Skype, Zoom, Online, Email)	Hours	Learnings, Reflections, and Outcome of the meeting	Approved Supervisor or Accredited Master Trainer
Total			X hrs hours		



C. Examples of Supervision & Mentoring hours (Structured Supervision) below:

Date	Hours	Personal Development Log	Outcome of the meeting	Approved Supervisor or Accredited Master Trainer
12/5/2023	2	1. What did I love about it? – I learned how to write up case studies and understand the essential criteria in the intervention section.	Learnt all the components of writing a case study as a case history.	Dr Rangana Rupavi Choudhuri (PhD)
		2. What can I do even better? – I sometimes rush into taking on new clients, so I need to ensure I allocate enough time to support existing clients and complete documentation.		
		3. What did I learn? – I learned that there is a code of conduct and a set of ethics when working with clients, particularly being mindful of vulnerable adults and children.		
		4. How will I use what I learnt? – I'll use it in conducting my one-to-one case study sessions: I will be attentive to taking notes immediately after the session concludes.		



Total	2 hours			
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D. Examples of EFT CPD Supervision Hours Record Log Sheet below:

Date	Format (e.g., Group versus one-to-one)	How (e.g., Skype, Zoom, Online, Email)	Hours	Learnings, Reflections, and Outcome of the meeting	Approved Supervisor or Accredited Master Trainer
19/5/22	One to one	Phone Call	1	Felt more at ease that I am on the right track with clients. Will include an Intake questionnaire before every session now.	Dr Rangana Rupavi Choudhuri (PhD)
29/7/22	Group	Zoom	0.5	Was concerned as my client was stuck. I learned to flow with where the client is, rather than to force my ideas on the client.	Dr Rangana Rupavi Choudhuri (PhD)
30/05/22	Group	Zoom Call	6	Learned how to work with special needs children, cancer, and procrastination. I learnt to meet the clients where they are at.	Dr Rangana Rupavi Choudhuri (PhD)
Total			7.5 hours		