

EMOTIONAL FREEDOM TECHNIQUES (EFT)

Module 1 – EFT Advanced Practitioner Supervision & Mentoring

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INTRODUCTION TO EFT ADVANCED SUPERVISION & MENTORING

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1. Our Agreement
2. Supervision and Mentoring
3. Difference between Supervision and Mentoring
4. EFT Self-Assessment
5. Personal Development Plan
6. Next Steps

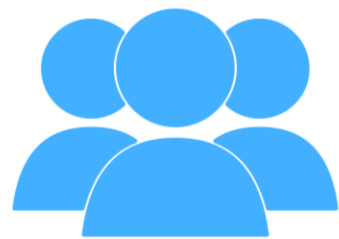
WHO ARE WE?

Our vision is to have

A practitioner or coach in every educated household.

Our mission is to

Transform lives through emotional well-being, personal development and spiritual growth seminars and certification training.



42,519 people trained



625 seminars facilitated



44 countries represented

OUR AGREEMENT



WHAT IS SUPERVISION & MENTORING?

A safe space for:

- Reflection
- Accountability
- Learning

Excellent work and quality practice

Supervising
Mentor

Supervisee/Mentee

Client

THE BENEFITS OF SUPERVISION

- Best quality of care for your client and you.
- Keep you and your client safe.
- Be up-to-date with the latest ways of working.
- Professional therapy.

WHAT ARE THE REQUIREMENTS?

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

- 30 hours annually after certification.

SUPERVISION & MENTORING

- 6 hours pre-certification.
- 6 hours annually after certification.

In some countries it is 10 - 12 hours

WHAT ARE THE REQUIREMENTS?



SUPERVISION & MENTORING

- From an appointed trainer or supervising mentor who is more qualified and has more experience.

PEER TO PEER MENTORING

- Is from a peer and considered as part of the 30 hours CPD.

FOR THE SUPERVISEE OR MENTEE



- Provides guidance and perspectives from alternative viewpoints.
- Contributes to the process of forming a Practitioner's identity.
- Serves as a secure base to explore applications and therapeutic principles.
- Provides performance feedback.

WHAT CAN SUPERVISION & MENTORING INCLUDE?

Individual Cases

- Feedback
- Ideas
- Suggestions for the past and the new

Reflection

- Feelings brought up
- Own versus client “stuff”
- On own ability – strengths and development needs

Support

- Offload concerns and feelings
- Cannot talk to others about it
- Emergency support, schedule permitting

Learning

- Bridging gaps in learning
- Build skills beyond current level
- Opening to new possibilities

EFT ADVANCED SELF-ASSESSMENT

EMOTIONAL FREEDOM TECHNIQUES (EFT) ADVANCED SUPERVISION & MENTORING PRACTITIONER TRAINING SELF- ASSESSMENT QUESTIONNAIRE

A. Organisational Skills	Excellent	Good	Average	Poor
1. Appointment letter				
2. Briefly document session				
3. Celebrate				
4. Checkpoint call (to review progress with the client after session 3)				
5. Clarity on what the client wants				
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7. Data protection				
8. Invitation message				
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<https://vitalitylivingcollege.info/wp-content/uploads/2024/11/EFT-Advanced-Practitioner-Self-Assessment-Questionnaire-14.11.2024-2.pdf>

PROFESSIONAL BOUNDARIES



”

The boundaries you set for yourself and your clients in a professional capacity.

WHAT PREVENTS SETTING BOUNDARIES

- Fear
- Ambivalence
- You don't know how
- Low self-worth
- People-pleasing

no no no



PROFESSIONAL BOUNDARIES



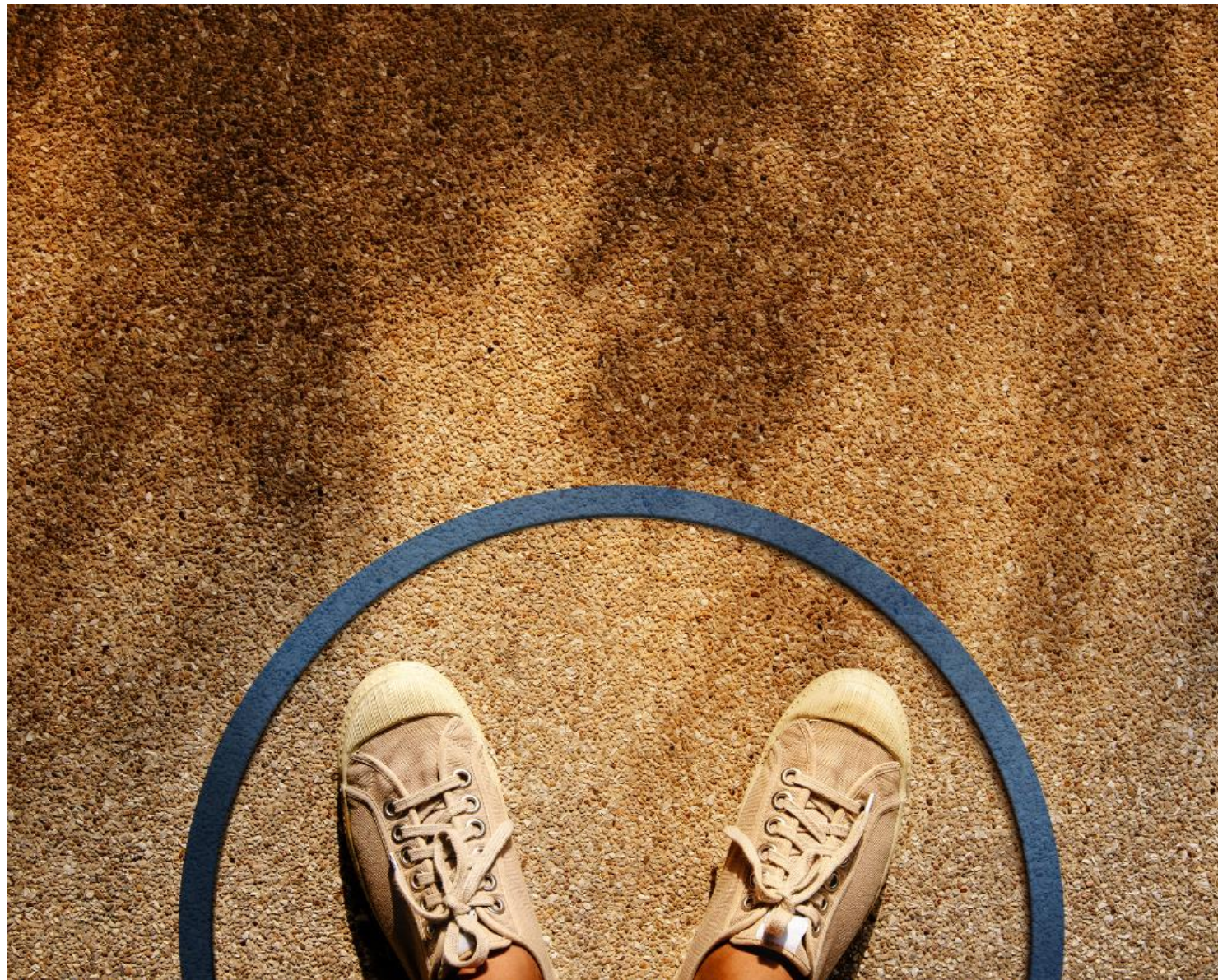
- Boundaries of competence
- Multiple relationships
- Therapist self-disclosure
- Physical touch
- Exchange of gifts

PROFESSIONAL BOUNDARIES



- Fees and modes of payment
- Communication channels
- Length and location of sessions
- Contact outside the therapy room

BOUNDARIES OF COMPETENCE



- Defines limits of therapist's skills and expertise.
- Ensures treatment stays within qualified areas.
- Practicing beyond competence can harm clients and breach ethics.
- Example: Refer clients for specialised issues (e.g., trauma, substance abuse).

MULTIPLE RELATIONSHIPS



- Relationships with clients outside therapy (social, business).
- Blurred boundaries, conflicts of interest, impaired objectivity.
- Example: Avoid business dealings and social events with clients.

THERAPIST SELF-DISCLOSURE



- Sharing personal information with a client during sessions to build rapport.
- Share only what benefits the client and supports their needs.
- Examples: Brief, relevant personal experience to normalize feelings.

PHYSICAL TOUCH



- Physical contact within a therapeutic context.
- Clear guidelines ensuring safety and respect
- Examples: Handshake vs. intimate touch that crosses boundaries.

EXCHANGE OF GIFTS



- Clients offering or receiving gifts in therapy.
- Accept small tokens or politely decline based on context.
- Examples: Handmade item after a breakthrough vs. high-value gifts.

FEES AND MODES OF PAYMENT



- Clear terms for fees and payment methods.
- Communicate fees and payment methods upfront.
- Maintain fairness and consistency in fees.
- Examples: Document payment policies, including late payments.

COMMUNICATION CHANNELS



- Defining client communication outside sessions (e.g., email, phone, text).
- Specify channels and response times, keep work and personal life separate.
- Examples: Email for non-urgent matters, phone/text for emergencies only.

LENGTH AND LOCATION OF SESSIONS



- Standard session length and agreed-upon meeting locations.
- Define session length (60 – 90 mins) and consistent, private locations.
- Examples: State start/end times, conduct sessions in secure, agreed spaces.

CONTACT OUTSIDE THE THERAPY ROOM



- Managing interactions with clients outside therapy sessions.
- Define guidelines for social interactions, messages, and emergencies.
- Examples: Avoid meeting clients socially or responding to non-urgent messages outside office hours.

WHAT CAN YOU DO?

- Use informed consent.
- Pre-frame in the consultation call and appointment letter.
 - Appointment no show
 - Cancellation policy
 - Payment policy
 - Your availability and timings
- Use a Therapy – Client contract
- Keep track of time and mindful of self-disclosure.
- Remain conscious of personal feelings.
- Implications of physical touch.

WHAT CAN YOU DO?

- Mindful when receiving gifts.
- Provide praise and positive reinforcement when the client adheres.
- Communicate actively when boundaries are crossed.
 - Explain why a particular behaviour was inappropriate
 - What will happen if the boundary is crossed again
 - When it is crossed, the boundary must be reinforced
- If you are uncertain, consult your Supervisor.
 - Maintain documentation of the incident
- Refer the client to another coach or therapist.
 - Not feeling comfortable or competent managing a particular client's difficulty adhering to boundaries

BOUNDARY CROSSING



BOUNDARY CROSSING

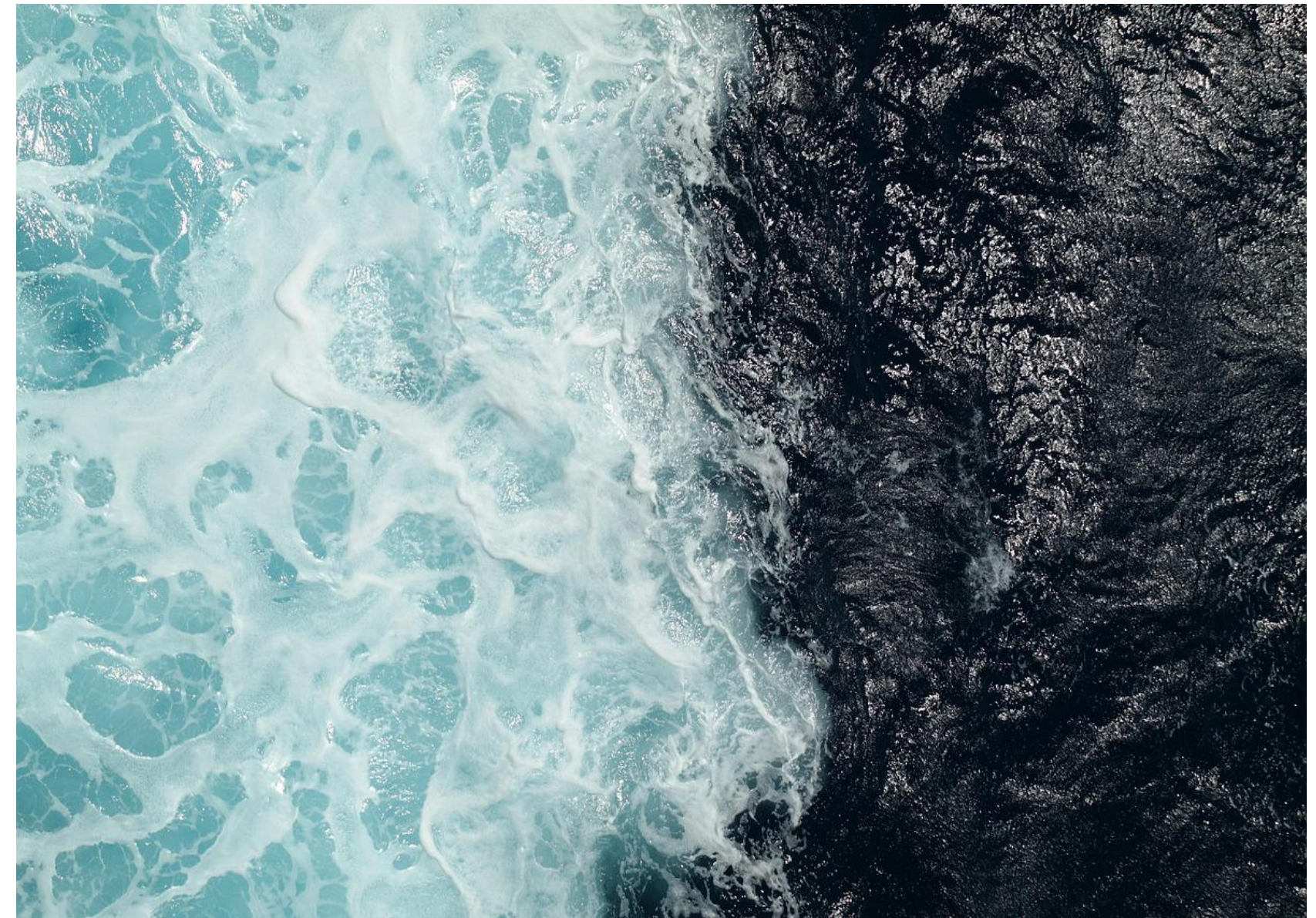
- **Context-specific:** The action is specific to a particular client and situation, not a recurring behaviour or pattern.
- **Intentional and therapeutically justified:** It is done with the client's best interest in mind with a therapeutic purpose.
- **Client comfort:** The client remains comfortable, and there is no negative impact on the therapeutic relationship.
- **Examples:**
 - Briefly sharing a personal experience to normalise a client's feelings.
 - Allowing a few extra minutes at the end of a session to help a client process a difficult moment.

BOUNDARY VIOLATIONS

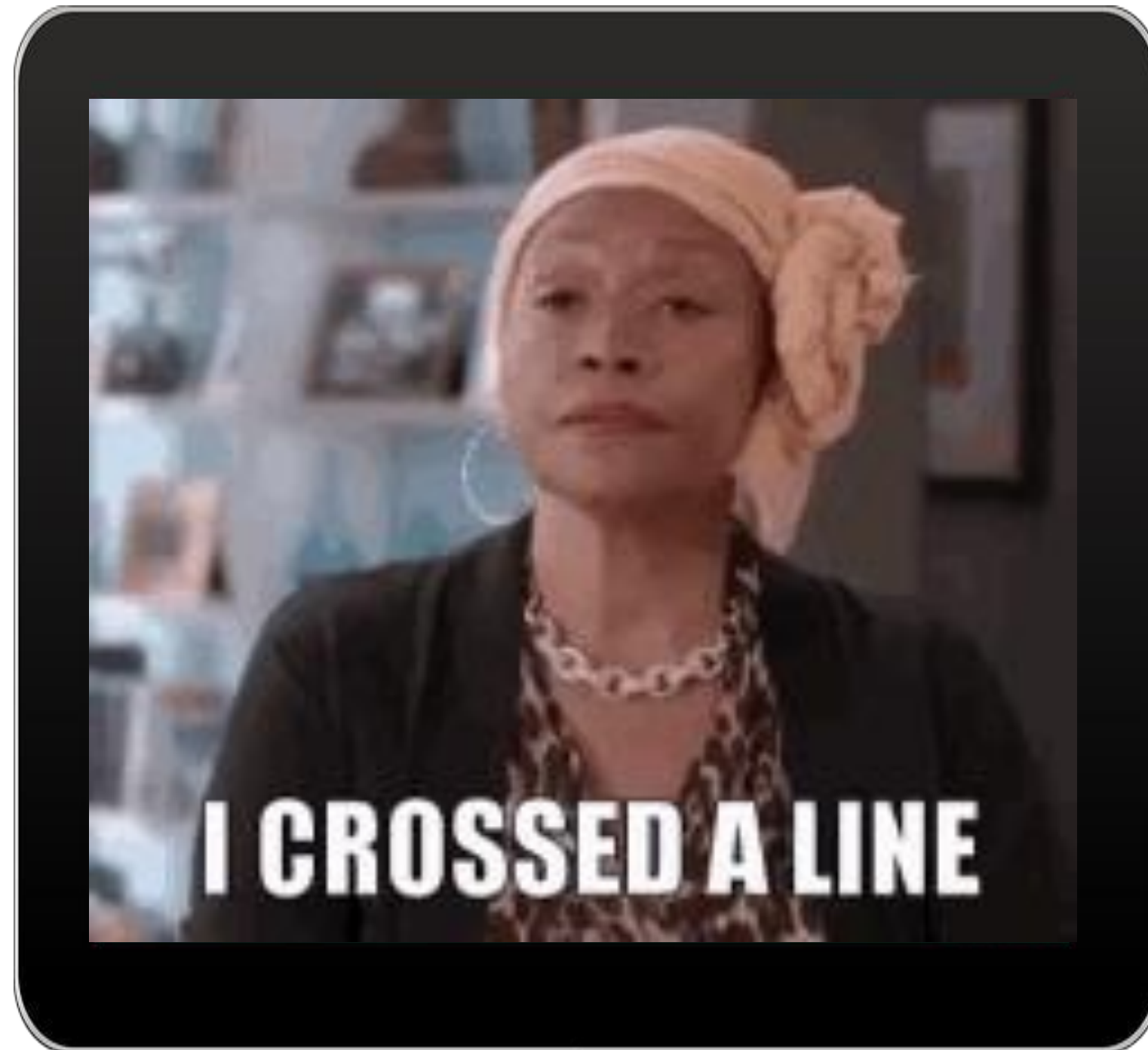


PROFESSIONAL VIOLATION: HARMFUL ETHICAL BREACH

- Engaging in a romantic or sexual relationship with a client.
- Sharing excessive personal details that shift focus away from the client's issues.
- Accepting large gifts or involving the client in personal matters.

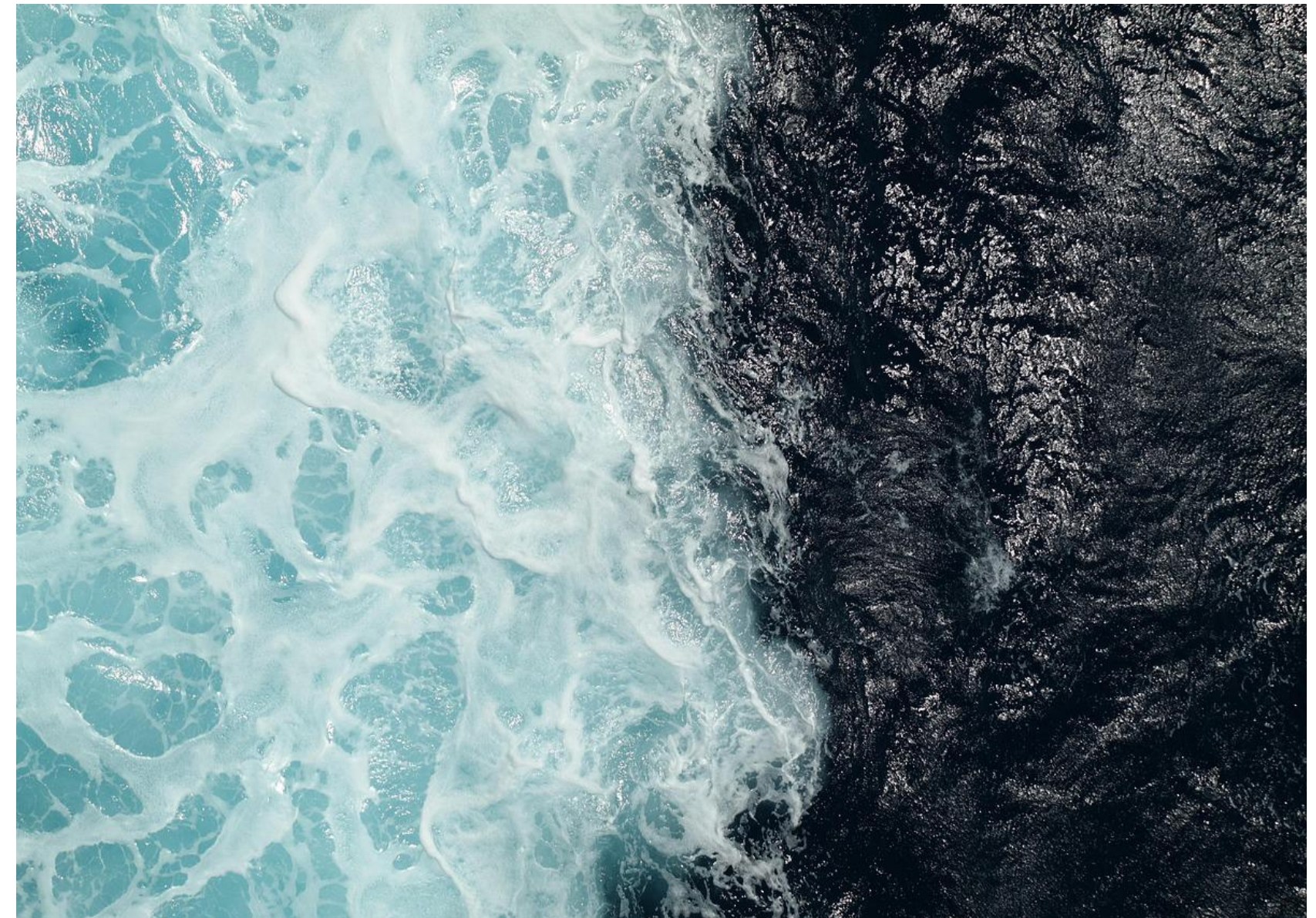


CROSSING VERSUS VIOLATIONS



CROSSING VERSUS VIOLATION

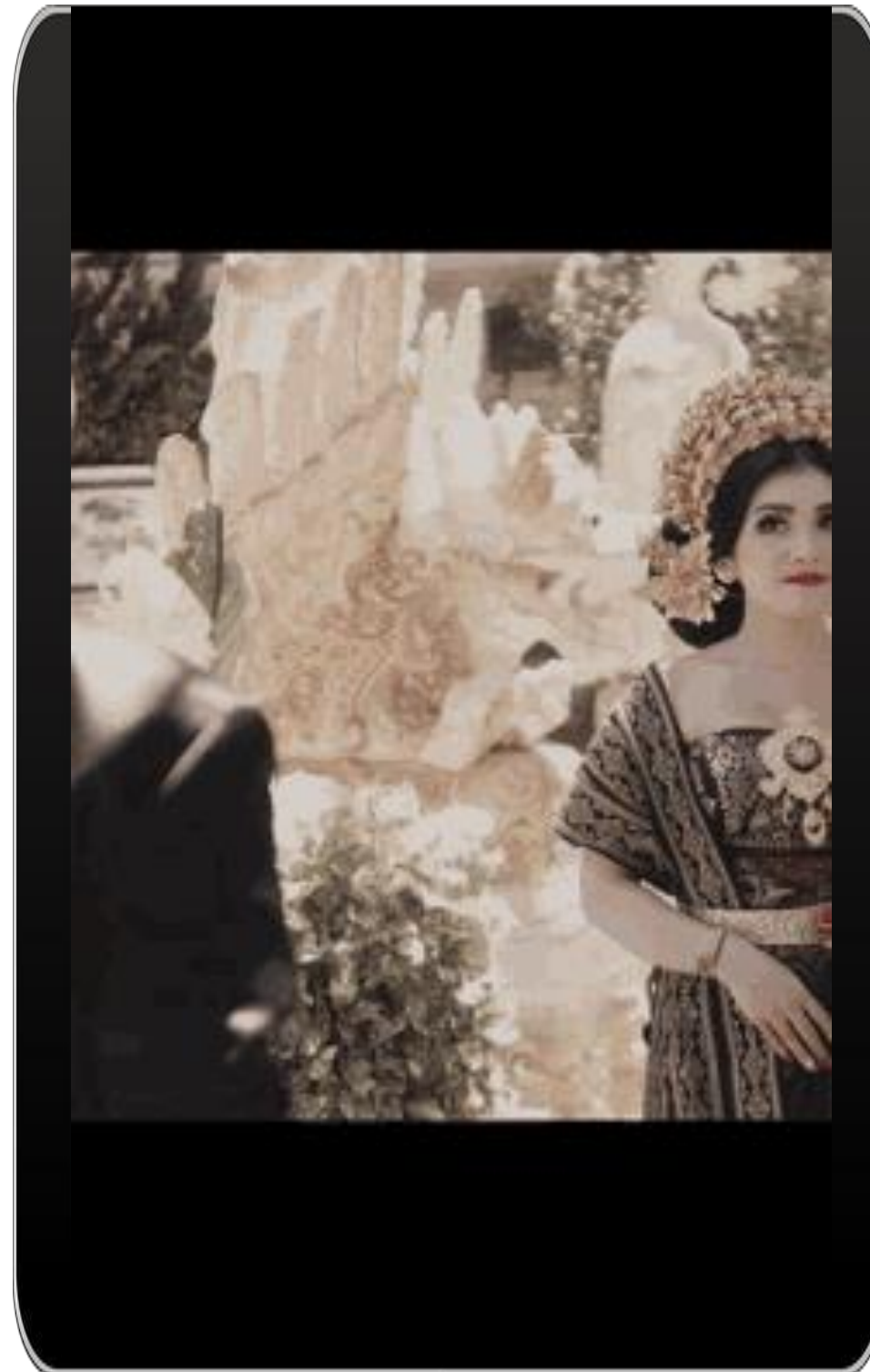
- Reflect on the intent
- Evaluate the impact
- Consider ethical guidelines
- Seek supervision or consultation:
 - Discussing the situation with a supervisor can help you gain perspective



HUMANISTIC VERSUS ANALYTICAL



DIFFERENT CULTURES



CULTURAL SENSITIVITY

1. Communication styles

- Direct versus indirect
- Formality versus informality

2. Perceptions of authority and hierarchy

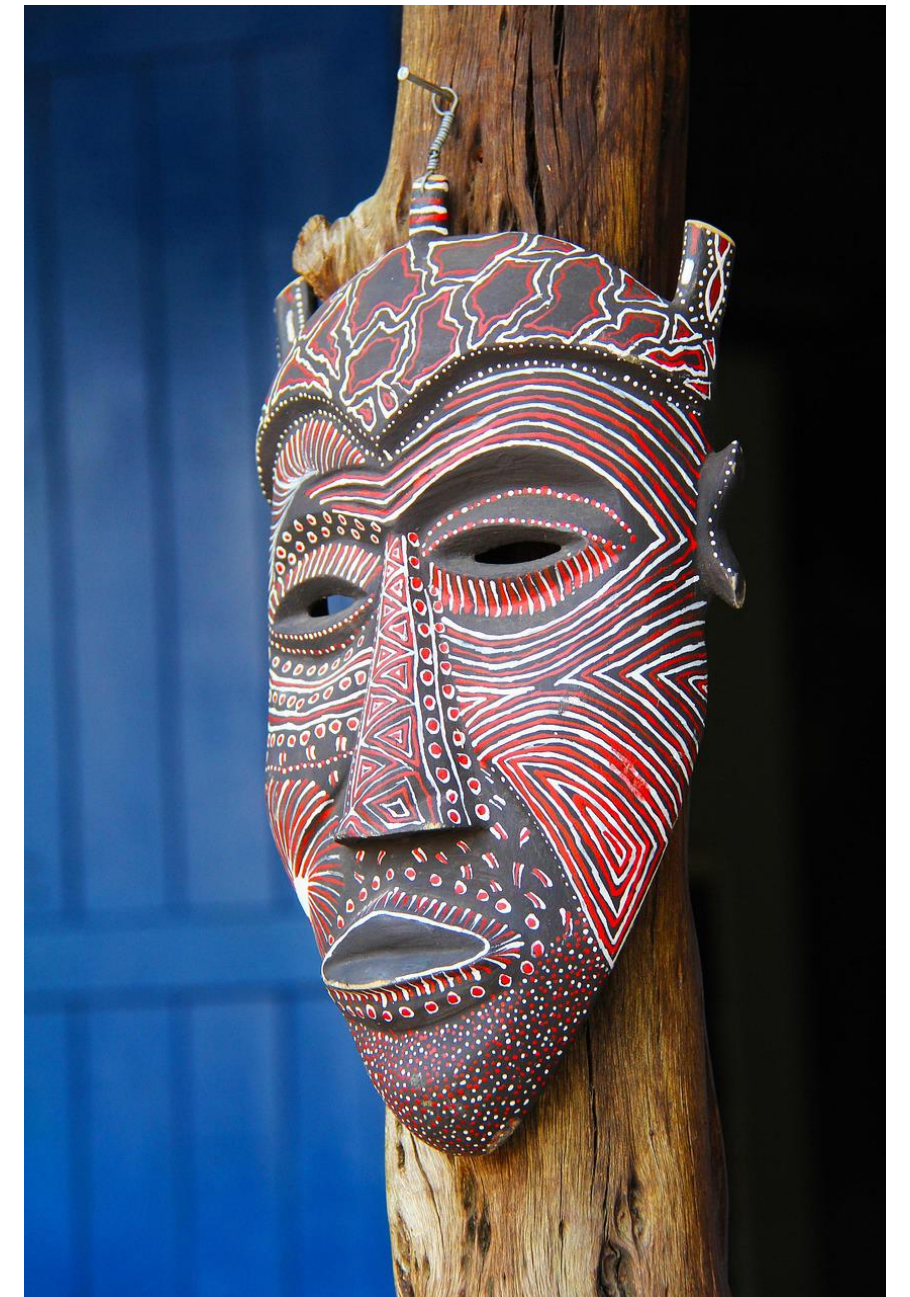
- Role of the therapist
- Power dynamics

3. Physical boundaries and personal space

- Comfort with physical touch
- Personal space preferences

4. Gift-giving norms

- Gifts as a cultural gesture
- Navigating boundaries with sensitivity



CULTURAL SENSITIVITY

5. Emotional expression and disclosure

- Cultural norms on sharing personal issues
- Variations in emotional expression

6. Time and punctuality

- Perception of time
- Session length expectations

7. Familial and collective values

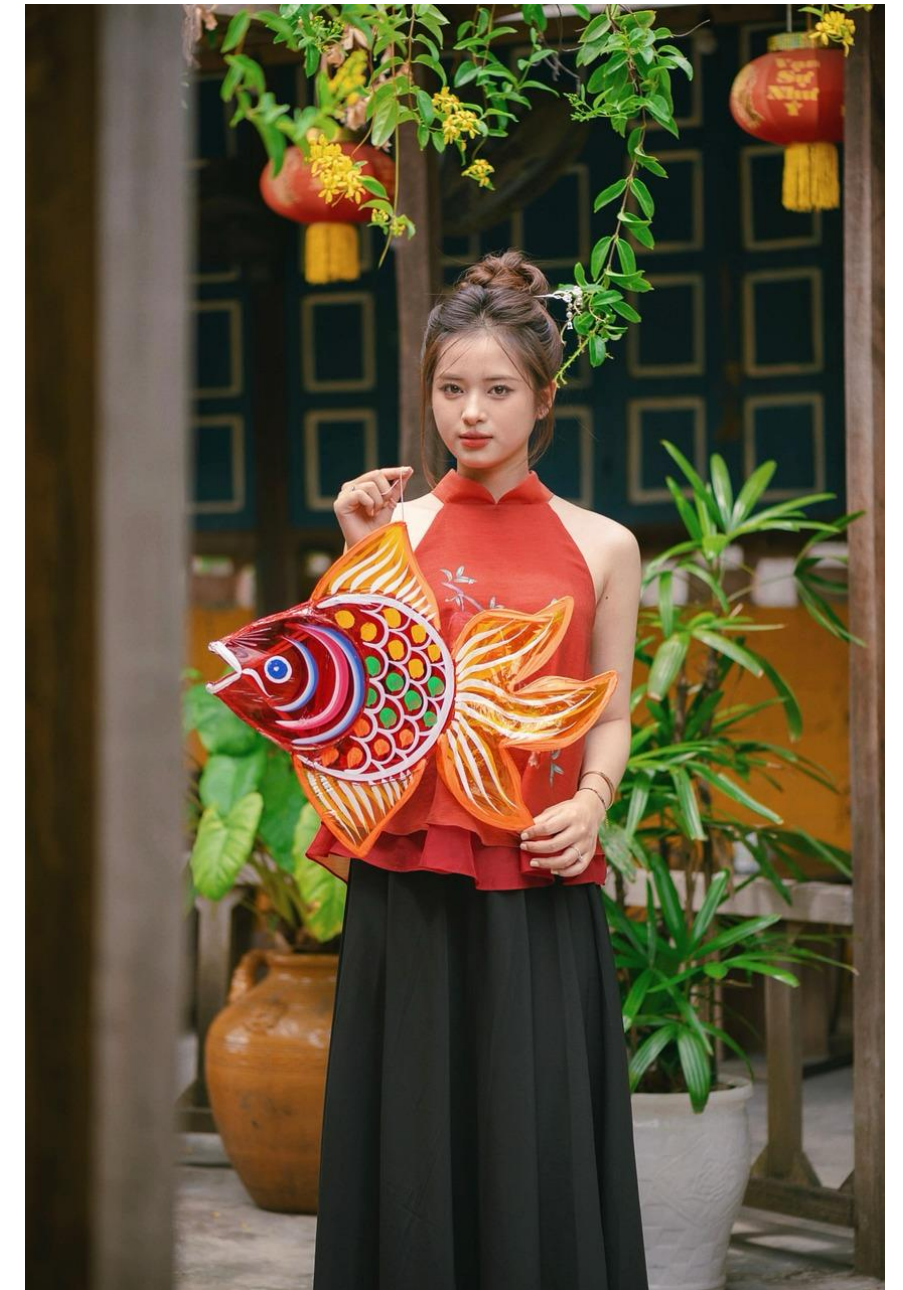
- Family involvement
- Respecting collective identity

8. Gender and social roles

- Gender dynamics
- Social hierarchies

9. Religious and spiritual beliefs

- Impact on therapy boundaries
- Incorporating beliefs respectfully



BOUNDARY SCENARIOS

EXPLORE THE BOUNDARY: SCENARIOS – WORKSHEET

Read the scenarios below and explore for yourself the answers to the questions.

1. Scenario 1: Gift-Giving		
Story	Question	Response
The therapist has been providing therapy to a client for several years. As the holiday season approaches, the client surprises the therapist with an expensive gift, insisting that it's a token of appreciation for the therapist's help. The therapist finds the gift generous, but it makes them feel uncomfortable.	How should the therapist address this situation?	
	What considerations should guide their response to maintain the therapeutic relationship?	

1. BOUNDARY SCENARIO: GIFTING

- **Story:**

The therapist has been providing therapy to a client for several years. As the holiday season approaches, the client surprises the therapist with an expensive gift, insisting that it's a token of appreciation for the therapist's help. The therapist finds the gift generous, but it makes them feel uncomfortable.

- **Approach:**

- Express gratitude to the client for the thoughtful gesture.
- Politely and empathetically decline the gift, explaining that it's important to maintain professional boundaries.
- Reiterate the therapeutic relationship's value and focus on the client's progress and well-being.

BOUNDARY SCENARIOS

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2. BOUNDARY SCENARIO: SELF-DISCLOSURE

- **Story:**

During a session with a client struggling with anxiety, the therapist shares a personal experience about their own battles with anxiety. The therapist's intention is to build rapport and show empathy, but they begin to wonder if they've crossed a boundary by revealing their own vulnerabilities.

- **Approach:**

- Acknowledge the self-disclosure, recognising the intention to build rapport.
- Reflect on whether the disclosure may have impacted the therapeutic relationship or crossed boundaries.
- In future sessions, redirect the focus to the client's needs and concerns.
- Seek supervision or consultation to ensure appropriate boundaries are maintained.

3. BOUNDARY SCENARIO: INAPPROPRIATE TOUCH

- **Story:**

In the middle of a session, a client becomes highly emotional and reaches out to hug the therapist without any prior discussion or consent. The therapist is caught off guard and unsure of how to react in the moment.

- **Approach:**

- Politely and gently disengage from the hug, maintaining professionalism.
- Address the client's emotional needs verbally, empathising with their emotions.
- In a subsequent session, discuss the boundary breach, its impact on therapy, and the importance of maintaining professional boundaries.
- Collaborate with the client to establish clear boundaries going forward.

4. BOUNDARY SCENARIO: OUTSIDE CONTACT

- **Story:**

A client the therapist has been working with starts sending them personal messages on social media, seeking additional contact beyond the therapy sessions. The client expresses a desire to maintain a connection and share personal updates.

- **Approach:**

- Acknowledge the client's desire for additional contact and their need to maintain a connection.
- Politely and professionally communicate the importance of maintaining therapeutic boundaries.
- Offer to discuss the client's feelings and progress during scheduled therapy sessions.
- Ensure the client understands the therapist's commitment to their well-being within the therapeutic relationship.

5. BOUNDARY SCENARIO: DUAL RELATIONSHIPS

- **Story:**

After terminating therapy with a client, the therapist finds themselves entering into a romantic relationship with them. The therapist believes that they can manage the dual roles effectively, but they start to question the ethics of this situation.

- **Approach:**

- Reflect on the ethical implications of a romantic relationship with a former client.
- Consult with a supervisor or ethics committee for guidance on managing this situation.
- Consider a cooling-off period to allow time for the therapeutic relationship to conclude before exploring any romantic involvement.
- Communicate openly with the client about the therapist's ethical concerns and seek their understanding.

6. BOUNDARY SCENARIO: FINANCIAL INVOLVEMENT

- **Story:**

A client presents a business venture and asks for the therapist's financial investment. The therapist decides to invest, believing it will help the client achieve their goals. However, the therapist begins to wonder if this financial involvement could blur the lines of their professional relationship.

- **Approach:**

- Consider the potential impact of financial involvement on the therapeutic relationship and ethical boundaries.
- Discuss the client's business venture within the therapy context but refrain from direct financial investment.
- Offer support and guidance on non-financial aspects related to the client's goals.
- Seek ethical consultation or supervision if uncertain about how to proceed.

7. BOUNDARY SCENARIO: SECRET-KEEPING

- **Story:**

A client confesses involvement in illegal activities during a therapy session. The therapist is torn between maintaining confidentiality and considering the potential harm to others.

- **Approach:**

- Acknowledge the client's confession and express understanding of their need to share.
- Discuss the limits of confidentiality and the therapist's ethical obligation to protect potential victims or ensure the client's safety.
- Seek informed consent from the client to share relevant information with appropriate authorities if necessary.
- Collaborate with authorities while prioritizing the well-being of all parties involved.
- Thoroughly document the process and decisions made.

8. BOUNDARY SCENARIO: UNWANTED ADVANCES

- **Story:**

Despite the therapist's clear professional boundaries, a client develops romantic feelings for them and makes repeated advances.

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- **Story:**

Despite the therapist's clear professional boundaries, a client develops romantic feelings for them and makes repeated advances.

- **Approach:**

- Address the client's advances with empathy, acknowledging their feelings.
- Clearly communicate the importance of maintaining professional boundaries.
- Focus on redirecting therapy back to the client's concerns and progress.
- If the client persists, consider discussing termination while offering appropriate referrals for continued support.

9. BOUNDARY SCENARIO: CULTURAL BOUNDARIES

- **Story:**

The therapist has made insensitive comments about a client's cultural background during therapy sessions. This has caused discomfort and potentially harmed the therapeutic relationship.

9. BOUNDARY SCENARIO: CULTURAL BOUNDARIES

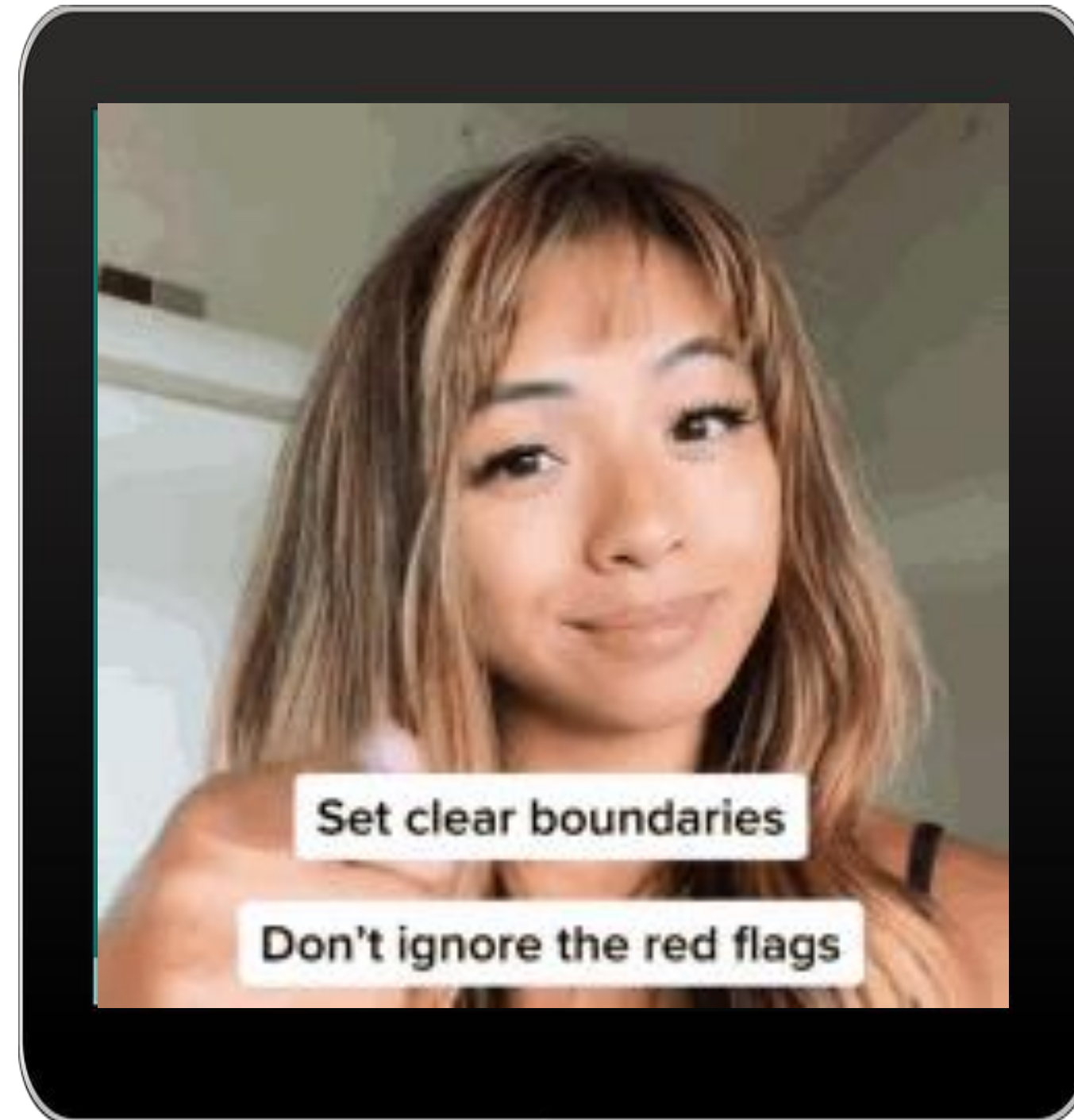
- **Story:**

The therapist has made insensitive comments about a client's cultural background during therapy sessions. This has caused discomfort and potentially harmed the therapeutic relationship.

- **Approach:**

- Acknowledge the cultural insensitivity and express a sincere apology.
- Educate themselves on the client's cultural background and related sensitivities.
- Make conscious efforts to avoid further cultural insensitivity.
- Discuss the issue with the client, express remorse, and seek their input on how to repair the therapeutic relationship while respecting their cultural perspective.

12 SIGNS OF UNHEALTHY BOUNDARIES



12 SIGNS OF UNHEALTHY BOUNDARIES

1. Your relationships tend to be difficult or dramatic.
2. You find decision making a real challenge.
3. You really, really hate to let other people down.
4. Two words – guilt and anxiety.
5. You are often tired for no apparent reason.
6. Your radar is off when it comes to sharing.
7. You are constantly the victim of situations.
8. You are a tiny bit annoyed most of the time.
9. You secretly feel that others don't show you respect.
10. You might just be passive aggressive.
11. You often wonder who you really are.
12. Your secret fear is of being rejected or abandoned.



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OBSERVATIONAL VERSUS OBSERVING



Observational - Calibrating the client

- Picking up on cues
- Not drawing assumptions
- Asking the client
- Responding accordingly



Observing - Noticing the client's environment

- Interactions with others
- Other family members
- The space they are in

PERSONAL DEVELOPMENT PLAN

EMOTIONAL FREEDOM TECHNIQUES (EFT) ADVANCED SUPERVISION & MENTORING PRACTITIONER TRAINING PERSONAL DEVELOPMENT PLAN

Write down what you need to continue doing, do more of, start doing, and stop doing.

Continue doing:	Do more of:
Start doing:	Stop doing:

<https://vitalitylivingcollege.info/wp-content/uploads/2024/11/EFT-Advanced-Practitioner-Personal-Development-Plan-November-2024.pdf>

PERSONAL DEVELOPMENT PLAN

Learnings & reflections:

My Action plan:

Support needed from Mentor/Supervisor/Trainer:

SUPERVISION & MENTORING RECORD

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 24 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	

NEXT STEPS

1. **Get your Approved to Practice:** Share your personal development log record.
2. **Browse:** The one-to-one case study process steps, <https://portalnew.vitalitylivingcollege.info/web/courses/68c56a27ff7685f5e16f4c0b?chapter=68c598ee405879352f6dfb36>
3. **Fill in:** The EFT Advanced Self Assessment [link](#), Personal Development Plan [link](#) , & Supervision & Mentoring Record [link](#).
4. **Buddy:** Find a buddy you want to complete one consultation call and 6 sessions with.
5. **Watch:** End to end EFT Advanced session in a flow, <https://portalnew.vitalitylivingcollege.info/web/courses/68b81ad7dc28ab08435ac64c?chapter=68bfc26fbd1853358014dfb3>.
6. **Reflect:** On the boundary scenarios and how you would tackle it.

SUMMARY

1. Our Agreement
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5. Personal Development Plan
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EMOTIONAL FREEDOM TECHNIQUES (EFT)

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