



**Reiki Treatments**



**Hazel began her Reiki journey** when her close friend Lin Oliver from Ontario, visited her and introduced her to Reiki. After her first session, Hazel realized there was something to this. Pain in her shoulders suddenly faded, and ease of movement returned. Hazel immediately searched for a Reiki Teacher, and within a couple of months, she took her first course.

After her first attunement, Hazel felt she had “come home.” She felt something had reconnected, or clicked into place.

**Hazel has been teaching for 20 years.**

In that time, Hazel has experienced so many amazing aha moments both for herself, her clients, and her students.

“It never ceases to amaze me how empowering Reiki can be.”

**Over the years**, Hazel has gained much wisdom and understanding, Her books are part of the “Hazel Help Series.”

- 1 Explore Beyond the Physical**
- 2 Everything is Energy, including You**
- 3 Empowering Moments**

These books all evolved from teaching Reiki.

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Hazel Butterworth asserts the moral right to be identified as the author of this manual.

Most images were created through Canva.

All reasonable care has been taken to honour the information provided.

The information it contains is not meant to take the place of medical care under the direct supervision of a doctor.

Any application of the ideas and information contained in this book is at the reader's sole discretion.

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靈氣

## Reiki Practitioner



**Reiki itself is a total therapy; it addresses all aspects of physical, mental, emotional, and spiritual elements, on all levels of being, all dimensions, all timelines, and all directions.**

**As a practitioner, you have a responsibility to your client, to be professional and ethical at all times.**

**The cleaner and clearer the channel, the more freely energy moves**

***Remember**, you are a conduit helping to direct the flow of energy.*

*It is not you yourself healing a client.*

*Ego would like you to think otherwise. Stay out of Ego.*

**As a practitioner**, keep an open mind and open heart.

Embrace your willingness to explore and discover.

No expectations, simply be open to whatever shows up.

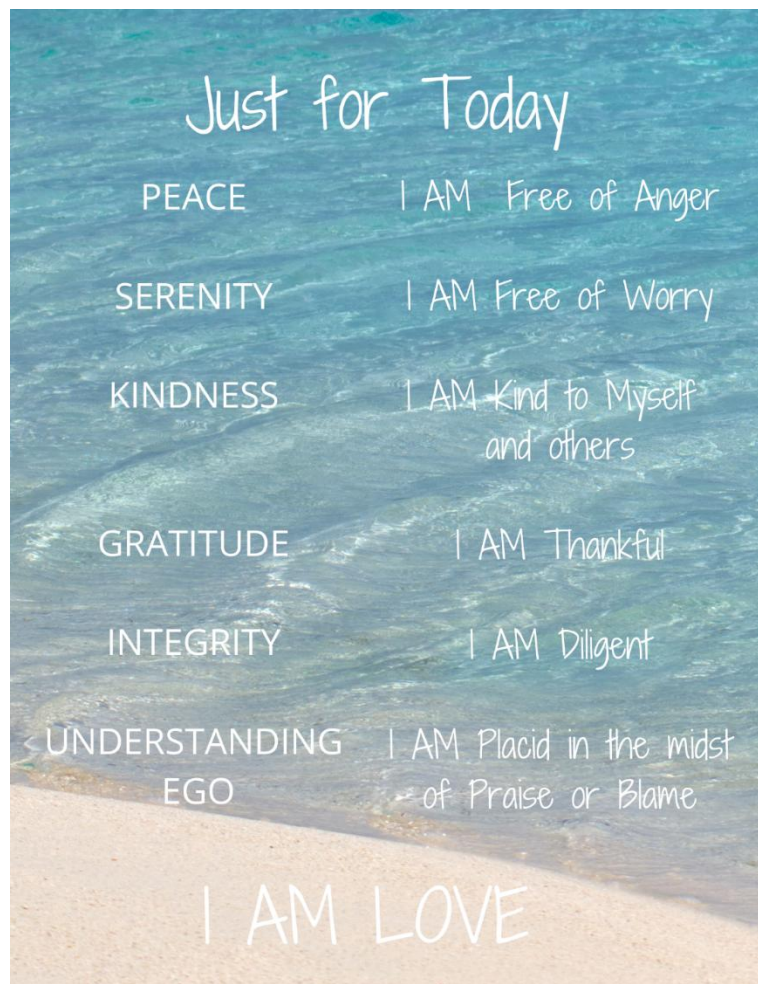
Trust in your own intuition and sensory awareness.

People come to a Reiki Practitioner for a variety of reasons, some of which can be as serious as cancer, chronic pain, psychological or emotional issues, or simply to relax and rejuvenate.

**All that is required from a client is to be open to the experience.**

**They do not have to believe in it for it to work effectively.**

## REIKI PRECEPTS REMINDER



### **Is this you? Are you living Reiki?**

Before a practitioner ever places their hands on a client, the inner work they do matters enormously.

### **The Deeper Truth**

**Preparation isn't a formality; it's where the session actually begins.**

A practitioner who tends to their own inner state, consistently and honestly, builds a kind of energetic credibility over time.

Clients feel it, even if they can't name it.

That feeling of safety, warmth, and quiet competence?

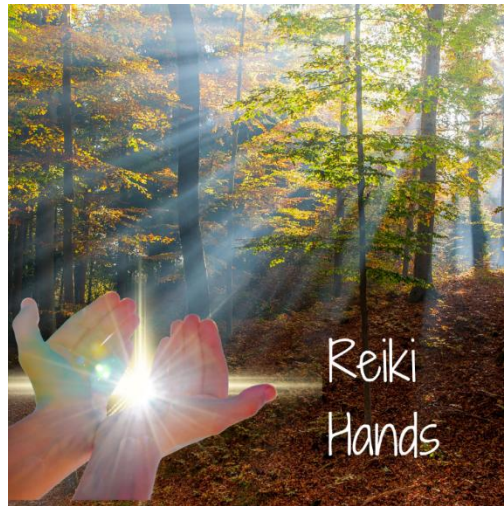
It starts long before the table.

### **The best preparation ultimately comes from**

the practitioner's *ongoing* relationship with themselves, their meditation practice, their emotional self-awareness, and their willingness to do their own healing work.

A session is only as deep as the practitioner's own roots go.

# Why Personal Preparation Matters



## **Energetic integrity**

Your own energy field directly influences the session.  
If you're carrying stress, unresolved emotions, or mental noise,  
that becomes part of the energetic environment.  
A client in a vulnerable, receptive state can pick up on this,  
often without either of you realizing it.

## **Presence is the gift**

Clients come seeking stillness and healing.  
If your mind is elsewhere, on your schedule,  
a personal worry, a conversation you had,  
you're physically there but not *truly present*.  
Full presence is itself therapeutic.  
It communicates safety, care, and attentiveness without a word.

## **Intention sets the container**

Preparation is how you consciously set your intention.  
Moving into a session with a clear, humble intention,  
*I am here to serve the highest good of this person,*  
aligns your will with the work.  
It transforms a technical practice into a sacred act.

## **Creating a safe space for both parties**

An ungrounded practitioner risks a disjointed session,  
which can leave you both depleted or emotionally affected.  
Grounding and centering yourself first creates a healthy boundary,  
energy flows *through* you, not *into* you.

## What Preparation Can Look Like



### **Gassho**

— connecting to Self,  
a few minutes of stillness.

### **Grounding**

— feeling your feet on the earth,  
connecting downward before opening upward.

### **Centering**

— breath, or meditation, to collect yourself.

### **Clearing, brushdown**

— releasing whatever you carried in from your day;  
Some practitioners visualize white light, use breath, or  
simply set a conscious intention to let it go.

### **Invoking**

— calling in Reiki energy, your guides, or simply  
setting the intention for the highest good.

### **Self-Reiki or a brief self-scan**

— noticing where *you* are energetically  
so you're not unconsciously bringing it into the room.

### **Washing hands, physically and symbolically**

— not just hygienic but a ritual act of transition,  
marking the shift from ordinary time into sacred space.

## **BEFORE & AFTER SESSIONS**

**It is important to be ready for your clients.**

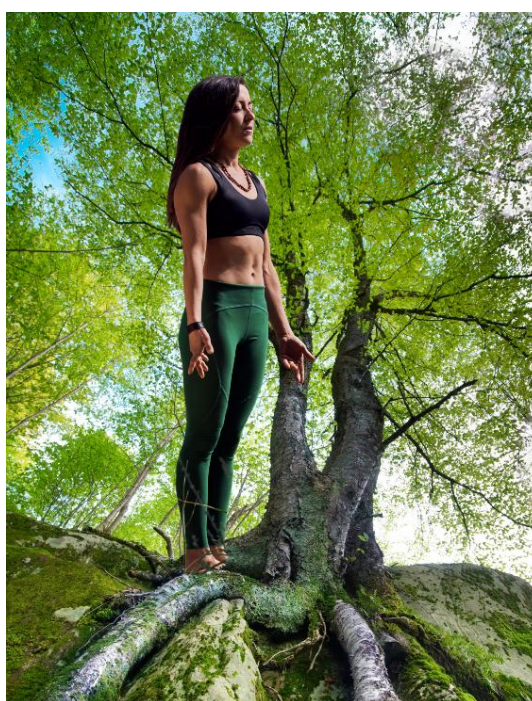
This means not only having the room all set up, but also for you to be in a good space energetically to provide a safe, supportive experience for your client

**Take time before sessions for Self-Reiki or to ground yourself, or to brush down.**

Be sure to always be grounded when working with clients. Be well anchored and have a strong foundation so that when you are working intuitively from Source, you are stable.

If you feel light-headed or flushed, then shift your focus to your feet and take a moment to ground yourself again. When you are giving a session, it is possible to feel hot or flushed. If this happens, breathe and reground yourself.

**Be aware of what you are sensing, as you may be picking up clues.**



**CONNECT, BE PRESENT    GROUND, BE CENTERED  
PAUSE, BREATHE.**

**Drink water, be well hydrated, relaxed,  
and BE open to whatever transpires during the session.**

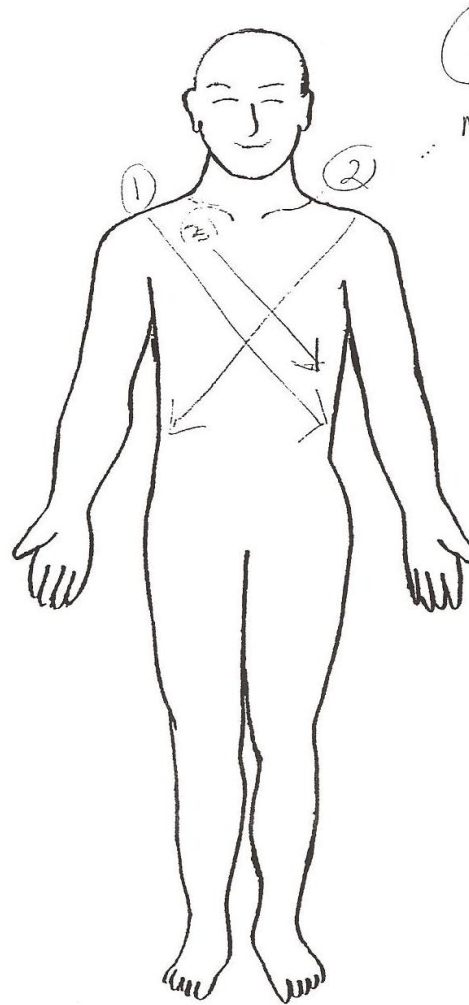
**Never give a session if you are angry, frustrated or not present.  
Authenticity, Love and compassion are the energies we work with.**

# BRUSHING DOWN



This was originally taught by Mikao Usui to clear one's energy field and is to be practiced before and sometimes after a session.

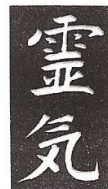
- Left hand on right shoulder to left hip.
- Right hand on left shoulder to right hip.
- Left hand to back of right arm from shoulder to back of hand.
- Right hand to back of left arm from shoulder to back of hand.



RUB HANDS AND BLOW

WASH HANDS SYMBOLICALLY

WASH HANDS PHYSICALLY



INTENT IS THE MOST IMPORTANT THING

## VALUES OF REIKI



- *The Reiki Practitioner or Teacher must allow themselves to conform to the Nature of Reiki Energy*
- *One must Release all negative thoughts, feelings and energies as they arise and allow the Reiki consciousness to replace them*
- *The TRUE NATURE OF REIKI ENERGY is that it works in harmony with all people in a spirit of loving cooperation and free flowing joy.*
- *The TRUE REIKI PRACTITIONER does not compete with others, but works in joyful cooperation, this means being happy about the success of others even if we do not perceive ourselves to be successful*
- *TRUST COMPLETELY in the Higher Power, the source of Reiki, as the only source of guidance*
- *As your skill with Reiki grows, your personal power will grow too*

- *Never use your power to have power over others*
- *Use your power to HELP others*
- *Keep it SIMPLE and PURE*
- *What you create for others comes back to you 10 fold*
- *TRUST in the Abundance of The Universe and you will be Blessed*
- *KEEP SILENT, be a silent witness to the wonders that WILL happen*
- *Do Not look for Praise or Rewards*
- *Practice with....  
HUMILITY and GRACE*



# REIKI SESSIONS



## PREP BEFORE CLIENT ARRIVES. BE PREPARED



### **You are ready for your client, but is your space ready?**

What do you need to do to prepare your room?

Is your room inviting, calm and serene? What lighting will you use?

What music will you use?

Avoid aromatherapy unless you know the client is ok with smells..

Do you have intake forms ready? Blank scan sheets? Note paper? Crayons?

Do you have water for your clients and for yourself?

Do you have somewhere for them to sit and chat?

Do you have a place for their coat, bags, and belongings?

Do you have tissues? Some clients cry.

Do you have a step stool?

## CLIENT SET INTENTION

Before starting a session, ask your clients why they chose to receive a session..

What is it they want from the session?

If they have a long list of ailments, ask

**“What would they like to focus on today?”**

Or

**“How would they like their energy to help them today?”**

This clarifies that it is their session and they are taking an active role.

This gives the client something to gauge after the session, for they are always looking for something to change during/after the session or for validation.

If they have pain in their shoulder, they will be looking for some relief.

If they are stressed, they will look to feel calm and relaxed.

It is human nature to want and see results

**A client does not have to believe in Reiki for it to work.**

**Reiki does what it does regardless of any belief.**

**Remember, Reiki is PURE LOVE.**

**Reiki will continue after the session. Also, ask clients to monitor their dreams.**

**Ask if it ok to touch (as you touch their arm or leg). Ask, is there anywhere you do not want me to touch? Some people do not like their knees or neck touched. Honour their wishes. ASK “DO I HAVE YOUR PERMISSION TO WORK WITH YOU?”**

## WITH OR WITHOUT BLANKETS



**It is up to you whether you cover a client,**

Most clients prefer to be covered; it gives them a sense of security, and they feel cozy.

If lying on a table with no cover, a client may feel vulnerable or as if they are at the doctor's.

## FOR MOBILE SERVICES



**You may use a zero-gravity chair, or have the client sit in a reclining chair**



**If using a bed, be sure you are comfortable being in someone's bedroom.**

Do not let them get into bed, as you cannot access the head.

Plus, it's not bedtime!

Have them lie across the bottom of the bed, so that you can access 3 sides.

**COVER THEM IN A BLANKET**

Make sure you take a stool to sit on so you don't strain your back.

Your comfort is important too.

Using a sofa can be awkward. Kneeling on hard floors can be very painful.



## WRAP FEET

Using two throw blankets  
Place one over the body

Wrap the second one around their feet.  
This creates a squishy cushion  
For the “feet techniques” learned.  
Plus it keeps their feet cozy warm

I personally do not like touching bare feet.



## COLOURS of BLANKETS

Colours make a difference.  
White /cream is good to use,  
But sometimes adding colours can  
Add to the experience of the client  
Lemon/lime helps detox  
Orange helps energy flow  
Yellow helps mental aspects  
Blues calming  
Green balance and heal  
Pink is added LOVE.  
Indigo, purples are good too.



## TUCK IN ARMS

Some massage tables are narrower than others.  
For additional comfort,  
Ask the client to lift their arms slightly.  
Then tuck the blanket underneath,  
To cradle the arms.  
This prevents the arms from  
sliding off the table, and  
helps the client feel TUCKED IN.

They don't have to hold their hands tightly to  
stop their arms sliding off.  
They can relax more.

## SCAN GRAPH,



**Before you start, rub your hands together. This awakens your sensory awareness in your fingers and palms, and signifies that you are SWITCHED ON.**

Using your most intuitive hand, scan the energy field from feet to head, This gives a snapshot of the energy fields before a session.

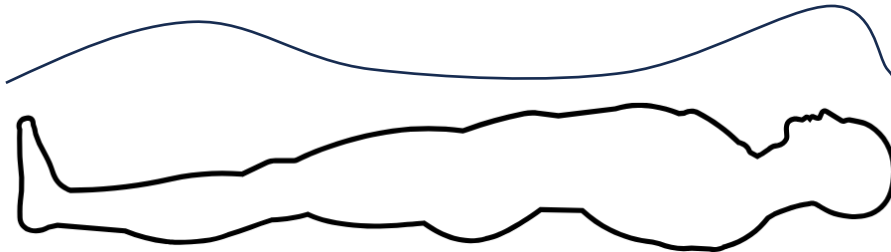
**Draw the outline graph** of the energy fields as you perceived them. Just like a curve graph, draw a single line that represents the distance of the energy field from the body.

**If, on the original scan,** you sense the energy stops at the knees, then stop scanning and draw the graph just up to the knees.

Sometimes, at the beginning of a session, you may get a sense that energy is stuck. Repeat the scan after the session and observe the difference

A technique used to help energy move is to ask the body what it needs. What sound does the energy need to move it? Ask the body, then make the sound you may get the sense it needs a colour, imagine it as you hold your hands over that area.

### GRAPH



## SCAN ENERGY FIELDS



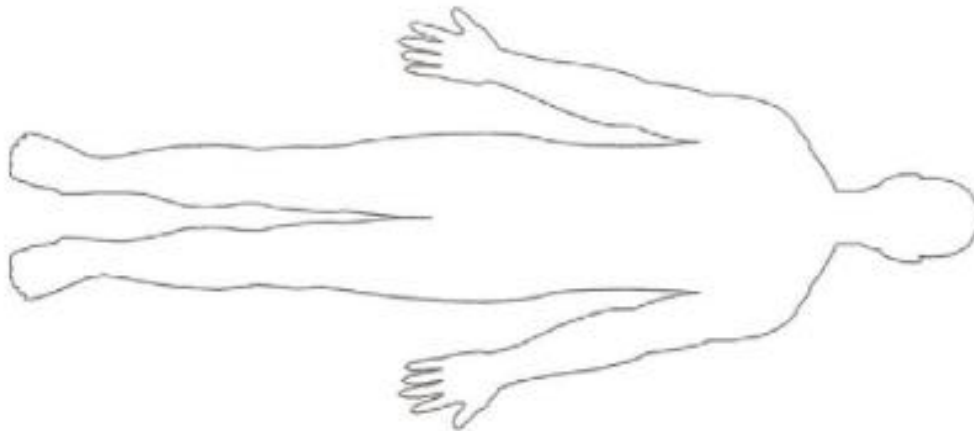
**Scan from feet to head. What did you sense about the energy fields?**

Colour the Auric field on the diagram as you perceived it upon initial assessment.

Use colours, shapes, write words or sounds you heard during the scan.

Trust your intuition; we can interpret the drawings later.

Scan again after the session, draw what you sensed, and observe the differences



### NOTES

Use the back of the sheets to write additional notes of what you sensed intuitively.

For distance sessions, you may choose to send your drawings and notes to your client.

## CALM CLIENT



**Before starting the actual Reiki session, you may need to give the client a helping hand to calm themselves and relax.**

**Turn your head sideways so you are not breathing in their face.**

**Breathe quietly and slowly, as this creates the even flow of Reiki as you work with them.**

**Place your hands on their shoulders to help settle them down.**

Ask them to close their eyes and take some slow, deep breaths.

Let go of the day. Switch off from the chaos.

Focus on being here and now, relaxing and open to receive some Reiki.

This may take a few moments for their breathing to slow down.

**Observe the rise and fall of their chest.**

**Short shallow breathing** – chest and/or shoulders move quickly.

**Slow, relaxed breathing**, you will observe their breathing is like a baby...

Belly breathing naturally, and the chest is still or hardly moving.

Sometimes a client has been so relaxed that I had to double-check they were still breathing.

**Sometimes you may need to do a visualization to help a client relieve stress or switch off their busy mind.** The Hot air balloon works well. The melting ice cube. Imagining themselves in a favourite place always helps a person be in a good space energetically.

## ENJOY

Remind them they have absolutely nothing to do except enjoy the experience and allow their energy to do what it needs to do.

Trust your body to know what it needs in this moment.

Once the client has settled, this is the last thing I say to them. **“ENJOY”**

It's a reminder to relax and to simply enjoy the experience.

We sometimes need to sow a seed for them or reassure them

## **GUIDES and SUPPORT**



### **Take a moment to invite your TEAM to be present**

Reiki guides, Soul guides, Angels, Usui. Divine intelligence.....  
Whomever you choose to work with.

I create a dome over the client. I invite my TEAM, whoever is best qualified to help this client in this moment. I imagine a circle around the table, guides, angels, archangels, USUI in the centre, and right at the top, a pinnacle, an opening for Divine Intelligence of white light flowing down onto the client. We are all holding the space and allowing divine intelligence to flow. The dome is like St. Paul's Cathedral.

### **The intention is**

**That you ALL work together for the highest good and outcome of the client.**

It is not for us to set expectations or claim we can fix something.

There is nothing to be fixed or to be healed,

We are simply helping energy flow, and being a conduit for energy frequencies to vibrate through us to the client. Sometimes we simply “hold the space” or “help create” a safe environment of stillness and calm and observe what transpires during the session.

It is not about the Reiki Practitioner

**IT IS ALL ABOUT THE CLIENT** and their needs.

### **Always approach a session with wonderment.....**

**I wonder what will happen or show up this session.**

**I wonder what the client will experience.**

Do not presume or assume anything.

Be open to the experience

**Sense, Observe, notice... that's it**

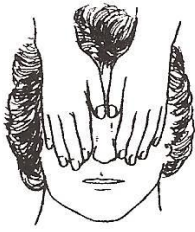
**Record what you sense.**

**BOW to the client – acknowledge and greet their energy. Then begin your session.**

## Reiki I Hand Positions

### Healing Others

The Front—Healer stands or sits behind person receiving healing



1. Hands cupped gently over the eyes.



2. Over the cheeks, healer's little finger rests lightly against ears.

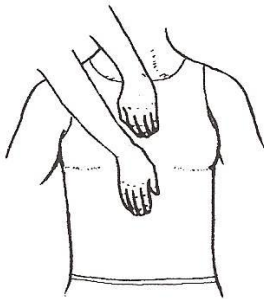


3. Hands under the head—healer does the lifting.

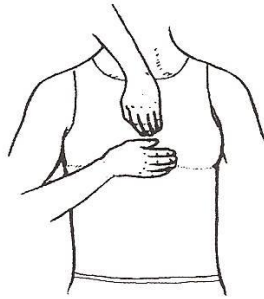


4. Hands rest lightly over the collarbone—slightly below the throat.

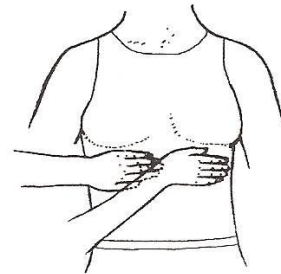
The Front—Healer comes to side of person receiving healing.



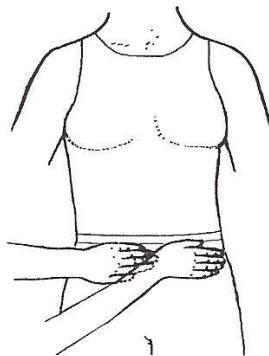
5. Between breasts—optional position. Use with respect not to violate women's body privacy.



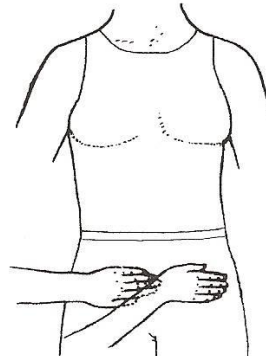
5a. Alternate of fifth position.



6. Below breasts over lower ribs.



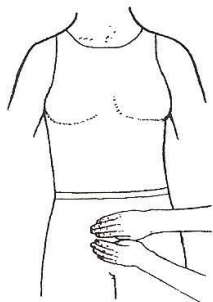
7. Just below waist.



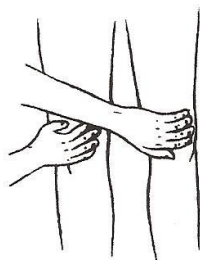
8. Across pelvic area above pubic bone.

Illustrations from : Essential Reiki by Diane Stein

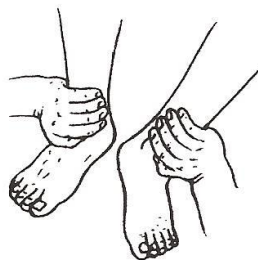
The Front—Healer moves further down the side.



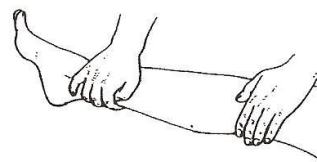
9. Both hands across lower abdomen above pubic bone.



10. Front of both knees.

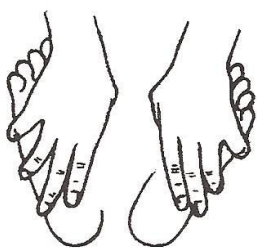


11. Front of both ankles.

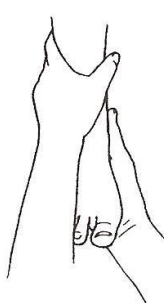


11a. Ankle and knee at once. Do both legs. Preferred position—combines 10 and 11.

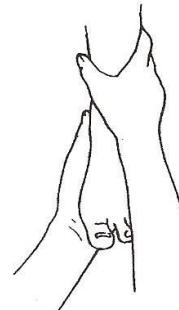
The Front—Healer moves to bottom, facing feet of person receiving healing.



12. Bottoms of both feet.



12a.–12b. Alternate of twelfth position. Bottoms of both feet done one at a time.



## RHYTHM of SESSION



**One cycle, 3 breaths in each position, is used for short sessions**

Take 3 long, slow breaths, say one word on the exhale for the length of the breath.

Inhale.. pause - exhale, and say **heal**,

Inhale.. pause - exhale, and say **clear**,

Inhale.. pause - exhale, and say **resolve**

**FULL sessions = 9 breaths at each hand position.**

**Starting at the head.**

3 sets of 3 breaths at each position = 9 breaths total in each position

This will give a steady, even flow of energy to the client.

It is important not to jump around to different parts of the body, as this causes a disjointed flow to the session.

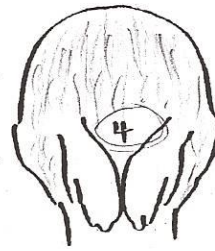
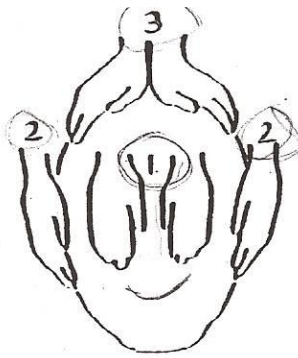
**You will create your own rhythm and flow.**

**Remember to keep yourself 100% focused in the moment.**

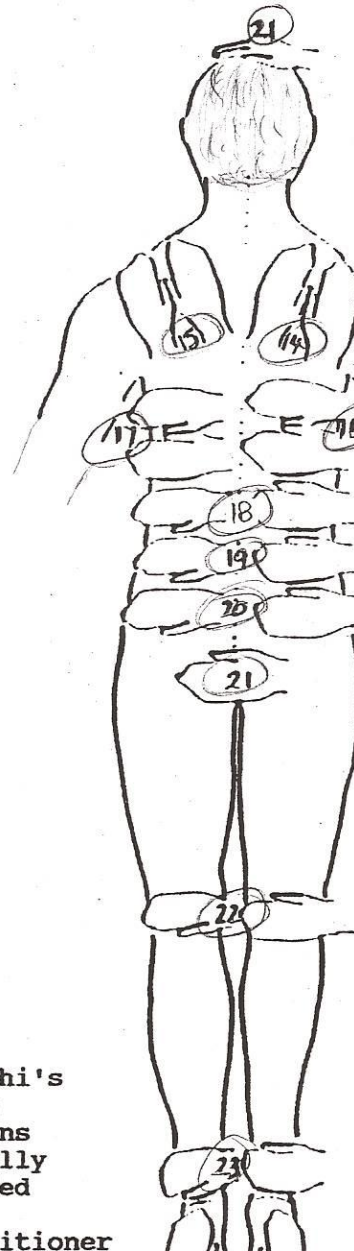
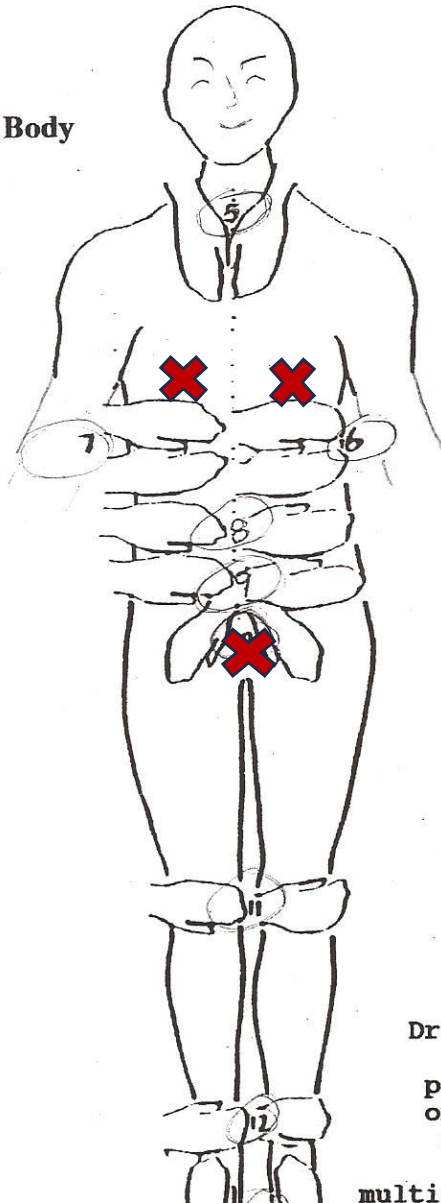
**Slowly, take your time, give the energy a chance to do what it needs to do.**

# DR. HAYASHI'S hand positions

## Head



## Front of Body



Dr Hayashi's  
hand  
positions  
originally  
intended  
for  
multi-practitioner

## REIKI POSITIONS

### Head Positions:

1. Over forehead, eyes and cheeks (cover eyes with tissue). Treats cataracts, glaucoma, sinuses, allergies, asthma, nerves, and brain. Pituitary is the gland which affects all other glands of the body, i.e. thymus, thyroid, ovaries, adrenals, pancreas, liver, prostate. Sixth chakra - 3rd eye - stress, confusion.
2. Over temples - balances right (intuition/wisdom) and left (rational/logical/sequential) hemispheres of the brain. Over ears treats eyes, ears (contact for spinal nerves, heart, gall bladder, liver, kidneys, colon, abdomen, lungs, stomach, muscles, veins, brain, amnesia).
3. Across top of head - treats pressure headaches, eye pain, abdominal cramps, gas, indigestion, multiple sclerosis. Back of head - balances energy between pituitary and pineal glands, treats brain, colon, enlarged legs, bloat, excess fluid, stress and emotions.
4. Over back of head - fingers under occipital ridge treats eyes, sight, headaches, nose bleeding, hay fever, sinuses, stroke, spleen, indigestion, stroke, sorrow, relaxes and clears thoughts. Medulla oblongata has connection to the third eye.

Optional positions - sides and front of neck, thyroid (important for metabolism, malfunctioning thyroid can cause heart palpitation, loss of weight, excessive weight), also involved in body temperature control, high and low blood pressure (veins in side of neck), treats flu, colds, tonsils, whiplash. Fifth chakra, resentment, frustration, communication, self-expression.

5. Over heart and thymus gland - treats lungs, heart problems, bronchitis, lymph (immune system), deafness. Emotions - depression, hate, fourth chakra.
6. Left of Diaphragm - over part of the stomach, pancreas, spleen, intestines, colon. Treats anemia, leukemia, diabetes, digestion, immune system.
7. Right of Diaphragm - over liver, gall bladder, part of stomach, pancreas, duodenum and intestines. Treats hepatitis, gall stones, hypoglycemia, diabetes, liver (very important organ for detoxification), resentment, depression.
- 8 / 9. Over navel and solar plexus, stomach; intestines, colon, heart, digestion, lymph, shock - emotions, depression, fear, anger, resentment. Hara - energy center, third chakra.
10. Hands in V position on lower abdomen - in women - treats ovaries, fallopian tubes, uterus, vagina, bladder. In men - treats seminal ducts, urachus, bladder, also small intestine, appendix. Treats breast tumors, menopause, pregnancy, cramps, lower back pain, tumors of ovaries, vagina, cervix, bladder, seizures. Extra position over hip ball joints for varicose veins, leg pain. First chakra.
11. Over knees - treats circulation, flexibility, grounding.

Dr. Hayashi's hand positions intended for use in his medical clinic.

12. Over ankles - treats circulation, understanding, grounding.
13. Soles of feet - treats circulation, grounding and all aspects of moving forward in life as well as all aspects of the physiology (e.g. reflexology).
- 14/15. On shoulders - treat for stress, breakdown, sleeplessness, anxiety, nervousness. Over 7th cervical treat for bone pain, nerves, heart, spine, bronchitis, cough.
- 16-18. Over adrenals, kidneys, spleen, gall bladder, liver. Treat for back pain, allergy, hay fever, stress, detoxification, heart problems, shock.
- 19/20. Sciatic nerve, lymph, back pain, nerves.

Optional Position - T position - treats prostate, female organs, hemorrhoids, bladder, coccyx. Indigestion, sciatic nerve, other rectal imbalances. Same as in front.

21. Over coccyx and 1) top of head, 2) occipital notch, 3) 7th cervical - for balancing the spine.
22. Back of knees - sciatic nerve.
23. Back of ankles - sciatic at the back of heel.
24. Soles of feet - completion.



### SHORT TREATMENT

About 10 - 15 minutes - person seated.

1. Shoulders
2. Top of head
3. Forehead / medulla
4. Thymus, thyroid / 7th cervical
5. Heart / adrenals
6. Solar plexus / kidneys
7. Navel / back
8. Ovaries / prostate

**CHAIR SESSION** hands in front and at back of body  
**OR** Head, ears, throat, shoulders and back,  
 is sometimes enough for a quick release of tensions.

## USING A SMALL PILLOW FOR THE HEAD



### Using a small pillow.

This makes it easier to “**DO NOT DISTURB**” the client as you can rest your arms on the table while you are working around the head, and on the shoulders

Your comfort is important too.

**Remember to turn your head sideways** so you are not breathing directly into their face.

## HANDS UNDER PILLOW



### Hands under the pillow

To be able to cradle the head without disturbing the client.

Slide your hands underneath the pillow. Hold the head in the palm of your hands.

Clients love this.

## EXTRA PILLOWS



**Have extra pillows,** in case the client needs extra support under the knees, for example.

You, too, may need to prop your arms whilst you work.

Remember, it is all about comfort.

## HEAD, BALANCE, COMB



### BALANCE

**This is very effective, especially if a client has a busy mind that will not shut off.**

The first time I did this, I was totally amazed. It took a long time to untangle the energy. The client said she slept amazingly that night. No chitter chatter prevented her from sleeping. She actually lay still, did not toss all night, but... her eyes were mostly open, which meant she was totally aware she was resting and felt brilliant the next day.

**After completing the positions at the eyes, ears, and top of the head, take some extra time to do the balance and comb.**

**Hold both hands close to the head**

**Allow both hands to float freely away from the head.**

**Observe and notice**

Are the hands at equal distance, or is one closer and the other farther away?

This will give you immediate validation that there is a balance or an imbalance.

The hand that is farthest, leave where it is.

The hand that is closest begin to gently pull the energy outwards, stretch it out.

You may feel resistance; take your time.

Gently pull until both are equidistant from the head.

### COMB

**Start gently running your fingers through the energy, just like you would pull your fingers through your hair.**

**Observe and notice**

Do your fingers go through the energy smoothly

Or do you sense knots and tangles, just like you may find in your own hair?

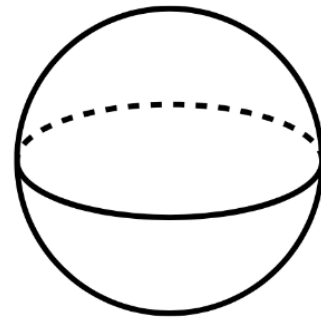
Keep running your fingers through the energy until all the knots and tangles have gone.

This can take some time to untangle the energy.

# REIKI WAVES



# ENERGY BUBBLE



**Sending ENERGY DOWN their PRANA TUBE and into their ENERGY FIELDS**

- 1
- SLOWLY**
- 3 x waves**
- 3 x breaths**
- 1 x Heal**
- 1 x Clear**
- 1 x Resolve**

**Send reiki wave down to feet through body  
Return up and over body**



2

**Send reiki wave down to feet through body  
Return underneath body**



3

**Send reiki wave down to feet through body  
Return around both sides of body**



## REIKI SANDWICH



### **Holding one hand above, the other below, creating a “Reiki Sandwich”**

This is particularly great for the shoulders; you can surround the shoulder joint with both hands and direct energy into the joint from both sides.

Other areas include the knees, hips, ankles, or indeed any other part of the body.

This means you can access the back of the body without having the client turn over.

If a client is able, or asks for back help, they can either lie on their stomach or simply lie on one side so you can access the spine and back areas.

## HANDS UNDER THE BLANKET



### **Accessing the back without the client having to turn over and lie on their stomach.**

Some clients are not able to lie on their stomachs or have injuries and are unable to move easily.

AN easy way to reach under the body to the back is to lift the table sheet they are lying on. Slide one hand under that sheet and place it where you sense you need to.

You can slide both hands under, or you can do the Reiki sandwich in that area.

A hand against the kidney area is effective; the heat that is felt is soothing.

### **Remember**

It is our role to ensure the client has the most relaxed, undisturbed session while you work on them. For some clients, this is a very sacred, quiet time.

For others, it may be the only time they can switch off and be in the stillness at peace.

## INTUITIVELY WORKING

Gradually begin using your intuition as to how long to stay at each position. Sometimes, you may sense you **do not need** to focus on a specific area; that's ok, move on. Sometimes you may **stay longer** in a position. Trust your intuition to guide you. Sometimes you work **close** to the body, other times you may feel pushed **farther away**.

**When working farther from the body**, you are working in one of the energetic layers. The further from the body, the less dense the energy. This implies that if resolved, it will not manifest in the physical body, thus preventing illness.

**The closer to the body**. The denser the energy is. Sometimes you may feel as though your hands are reaching inside the body. When dense energy is stored in the body, this will build up and create illness. It can take up to 7 years for energy to amass in the body.

**Reiki itself will move energies in appropriate ways, by stimulating, sedating or neutralizing frequencies, and will recalibrate and restore cells as needed.**

**If your hands want to stay in one position**, or you try to move them but feel they keep getting pulled back, tell the energy of **“keep working until the job is done,”** then you will free your hands to move to another position. **The energy will continue to work.**

**Sometimes a client will sense your hands are working in multiple positions at the same time, or they may feel you are at their toes when your hands are over their stomach.**

This validates energy is working, doing what it needs to do without you doing anything.

**Reiki brings peace, balance, and harmony to an individual.**



### FREEPLAY

When you have completed the traditional positions over the torso, take a few moments to FREEPLAY

Hold both hands above the body  
and allow them to float wherever they wish to go.

It may be that one hand is much further from the body than the other.

It may be that they both move to one specific point.

It may be that both hands are way high.

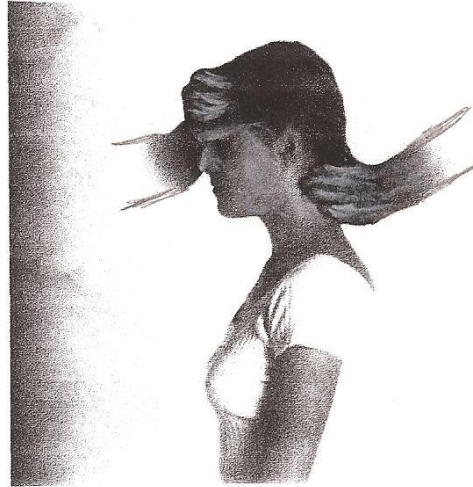
Your hands may be working in the mental, emotional, or spiritual layers.

**Wherever they pause, breathe, and do HEAL CLEAR, RESOLVE..  
Repeat if need be, and then allow your hands to float to another area.**



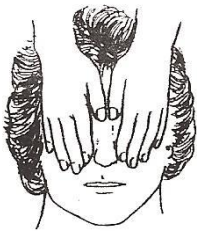
## VULNERABLE POSITIONS

Take care when working with  
HEAD and SOLES of FEET



### POSITION THREE

*Lay one hand on the medulla oblongata (transition from back of the head to the spine), the other on the forehead.*



1. Hands cupped gently over the eyes.



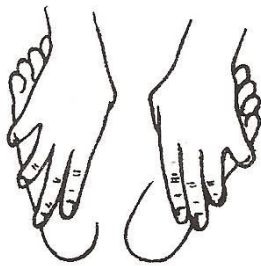
2. Over the cheeks, healer's little finger rests lightly against ears.



3. Hands under the head—healer does the lifting.



4. Hands rest lightly over the collarbone—slightly below the throat.



12. Bottoms of both feet.



12a.—12b. Alternate of twelfth position. Bottoms of both feet done one at a time.

## FEET, NURTURE THEM



**FEET, Oh boy, do they take a hammering. Feet need lots of attention.**

**COMB** the energy from the knees to the toes, gently, before working on the feet. This helps to ground a person as well as relax and release any stagnant energy from the legs. **Spend lots of time at the feet.**

There are several techniques, from directing energy, holding, combing, and rocking. The soles of the feet have a map of the body, so when working on the feet, the meridians transport the energy directly to the organs and other parts of the body.



## HANDS, NURTURE THEM

We have become a touch-deprived society. Holding a person's hand could be the touch they have been longing for, It can be reassuring, comforting. Sometimes a Reiki session can be given by holding hands with someone, especially the elderly, someone in a hospital, or someone who is compromised.

## YOUR HANDS / ARMS SUPPORT when working



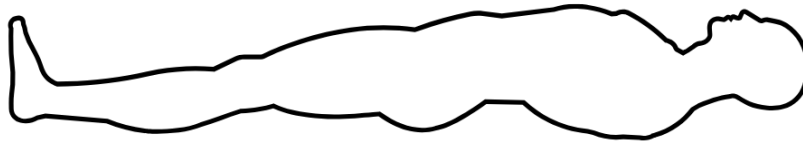
**Thumbs push against each other.**  
**Arms close to your body.**  
**Shoulders and arms relax.**



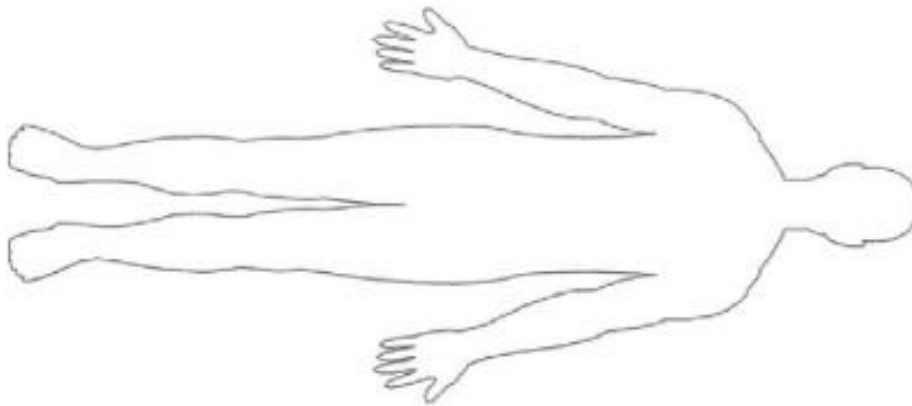
**One hand rests on the other hand**  
**The lower arm supports the upper hand.**  
**Shoulders and upper arm relax.**

## SCAN AGAIN AFTER COMPLETING TABLEWORK

**Graph**



**Scan**



**Scan again-** After completing the hand positions from head to toes

What do you feel or sense now?

If there was a cool spot, has that changed?

If there was a heavy feeling, is that now lighter

If there was a colour, shape or sound, has that changed

What do you observe/notice?

**This serves as a validation for you that “something’ has changed.**

Simply notice the difference.

We may not know exactly what has taken place, we don’t need to.

We are just checking in to get a sense of the energy before and after the session.

We are observing. noticing, and validating that’s it.

## BRUSH AWAY THE DEBRIS



**Brush**, like crumbs off a tablecloth

Sweep up any debris or released energy.

Gather it all, with your hands  
blow on your hands  
and send it to the sun  
or into the universe to be  
transmuted or transformed, or  
dissolved back into PURE ENERGY.

## FEATHER



**Feather**, use a feather to sweep the body.  
**Feathers are super sensitive.**

I often use a feather to scan and read energy  
As you scan, the feather reacts to the energy.  
It will shake, and you can sense tremors.

Hold the feather over a specific area that is reacting.  
Sweep or brush with the feather to SMOOTH OUT  
any wrinkles, or to disperse the build-up of energy.

## FLUFF

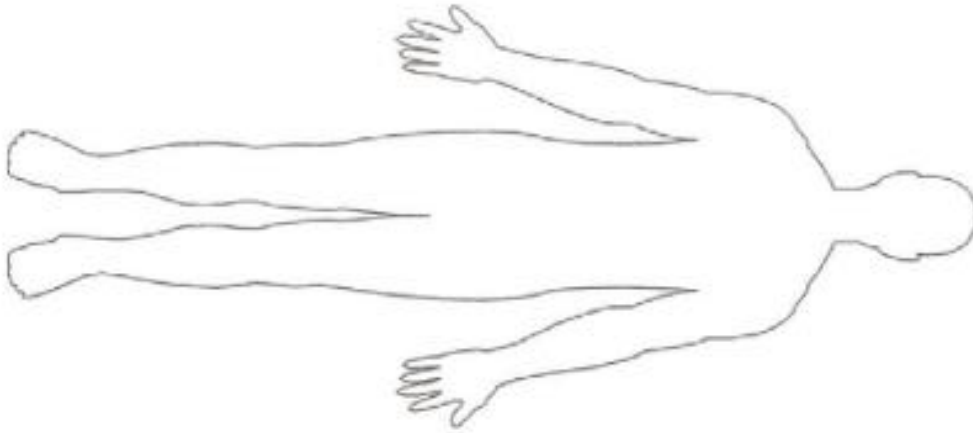


**Fluff the energy around the body**  
**Similar to fluffing pillows.**

This stimulates and perks up the energy.

This helps wake up the client as well as  
helping them to feel bright and breezy.

## FIGURE 8`s to SEAL



### Figure 8`s to seal

**Use the infinity symbol, figure \* to seal the energy.  
Draw the infinity (figure 8) over the whole body several times.**

A client comes in and OPENS UP to be worked on,  
We do what we do as we work with them  
Energy does what it does  
We BRUSH, FEATHER, and FLUFF  
**We then CLOSE and SEAL**

## END SESSION



**Sing the Tingshah or Tibetan bowls  
to integrate everything and to signify the end of the session.**

You can inform your client before the session starts that when they hear the bells,  
this indicates the end of the session.

It is a clear message that the body hears and responds to.  
It knows to wake up NOW

## DISCONNECT YOURSELF – switch off



**Bow- say thank you to the client,  
Thank all your guides (team )  
for supporting this session**

**Rub your hands together then blow.....  
Just like blowing a candle out.  
This disconnects you,  
And switches you OFF.**

## WHAT'S LEFT BEHIND? NOTHING!

Client leaves with their ENERGY BUBBLE IN TACT.

There is NO NEGATIVE or BAD energy left behind.

Your bubble is good, their bubble is good.

Your space is clear. Anything a client released was dealt with.

**Some students fear that any negative energy or “bad energy” stays in the room,  
This is not so. Be diligent, be respectful, be thorough, BE AWARE.**

## AWAKEN THE CLIENT



**Gently awaken the client, gently rub their arm or hand, and in a soft voice say Hey, wakey wakey or something to that effect. Soft soothing voice. DO NOT RUSH THEM, especially if they have been in a deep relaxation or deep sleep.**

**Before removing the blankets, or allowing them to sit up. Whilst they are still “in the zone,” ask two questions**

**1 – How do they feel? This is an opportunity for them to realize they feel relaxed, calm, refreshed, etc**

**2 – WHAT did they sense or feel- this opens the door for them to share the abstract sensations, like hot, cold, a pulling, a whirling, or release.**

**They could have had images or colours that they experienced?**

I love the abstract; it gives an opportunity to explore further.

This validates for them that something took place. They may not fully understand, but they will recognize something happened.

**Always ask clients first; remember, it is all about their experience.**

Often, clients want to know what you sensed or saw. If they ask you first, they immediately forget what they experienced and focus on you.

If you do have something to share or explore, it’s the last thing to chat about.

Every session will be different and bring different results.

Client is still lying down under the blankets, unless they themselves make a move to sit up and remove the blankets. This implies they are fully awake and back in the present moment.

If a client wants to stay on the table, you begin to remove the blankets, which will immediately allow cooler air to flow and wake them up. Lol

**YOU ARE RESPONSIBLE FOR ENSURING THEY ARE BACK IN THE PRESENT HERE AND NOW BEFORE YOU ALLOW THEM TO GET OFF THE TABLE**

**If you wish to explore what was experienced, remember to help them interpret their experience. You may need to remind them that the energy is still processing, so to be aware of how they feel for the next few days, and also to be aware of their dreams.**

## QUICK REFERENCE FOR SESSION

**GREET**, intake forms,

**ASK** ‘what they would like to focus on today, Set intention

**SETTLE** on the table, remove their glasses, wrap them up. Make them comfy

**SWITCH ON**, rub hands to awaken sensitivity and sensory awareness..

**SCAN x 2**, graph and full body scan. First imprint

**CALM CLIENT**, do breathing or meditation to relax them

**ENJOY**, remind them this is a time out to be still, relax, and enjoy

**BOW**, acknowledge client

**INVITE GUIDES, TEAM** to be present. ALL work together

**START AT HEAD, EYES, EARS, CROWN,**

**BALANCE and COMB**

**BACK OF HEAD** under the pillow

**ENERGY BUBBLE WAVES**

**THROAT, HEART,**

**SHOULDERS, and SHOULDER SANDWICH**

**TORSO TO THE HIPS**

**UNDER THE BLANKET TO THE BACK AREA**

**SANDWICHES to KIDNEYS or HIPS** or any other area that calls for it.

**FREEPLAY** let hand float where they sense they are needed

**If hands want to stay in one place, tell the energy to**

**“Keep working until the job is done.” You can now move on.**

**LEGS. KNEES x3 positions**, above, below, over, plus sandwich if needed.

**COMB LEGS** from knees to feet

**ANKLES**

**FEET TOP, BOTTOM, SANDWICH, SQUISH, ROCK, CUDDLE.**

**SCAN x 2** graph, and full body - Second energy imprint

**BRUSH** away any debris, collect it and send it to the sun/universe to transform

**FEATHER and FLUFF** to perk them up

**FIGURE 8`s** to seal

**TIBETAN BOWLS or TIGNSHAH CHIMES** to integrate everything

**BOW, DISCONNECT, SWITCH OFF** thank client and ALL guides (TEAM)

**GENTLY WAKE UP CLIENT**

**ASK 2 QUESTIONS** before removing any blankets

**1 HOW do you feel?**

**2 WHAT did you sense, see, or feel?** Gather information, observe, and make notes

**WHEN READY**, remove the blankets, give back their glasses, and help them off the table.

**MAKE SURE** they are back in the present before getting off the table. **Check eye contact.**

**SHARE and EXPLORE** either at the table or sit and chat in chairs

**INTERPRET** what was experienced if need be. **WATER**, give them a glass to rehydrate.

# Steps to take for a session



- Greet client, put at ease, settle client onto table, make comfy.
- Ask "what do they wish to focus on today" it can be a physical an emotional element or a personal issue or just to relax
- Remove their glasses, some like to take off their watch and jewellery too
- Scan their body, do you feel any warm or cold areas, do you sense anything, feel anything, hear, smell, see... or taste? Be aware of all your senses, these will begin to guide and help you as you work. Make a mental note of these sensations and areas where and when they occur .
- Sitting at the head, place your hands on clients shoulders to help settle them down, check their breathing pattern. If needed , do some deep breathing exercise with them to relax them a little and begin to calm them. Ask them to take three deep breaths, on the last one release all the tensions of the day.
- "ENJOY" this is the last thing I say to the client. "this is you time out, your time to switch off all the chitter chatter, just relax, enjoy, let your energy work for you.
- Invite your guides to be present, as many as you wish to invite, Reiki Guides, Healing Angels, Soul Group, Usui, Divine intervention.... with the INTENTION that you all work together for the highest good of the client
- Always approach a session with wonderment... I wonder what will happen this session, I wonder what healing will take place,I wonder what the response will be ... Do not assume anything or have preconceptions of results.
- Begin the session, BOW to client, acknowledge them, greet them
- Heal, Clear, Resolve, do this sequence three times then move hands to another position. Breathe in and out slowly, this gives an even flow of energy to the client. 3 sets of 3 breaths at each position until your intuition guides you.
- Work from head to toes, if you wish to work intuitively then allow your hands to float where they need to go, sometimes close to body,sometimes far from the body as they work in the outler layers of the "bubble", they maybe in the emotional, mental or spiritual layers
- If your hands want to stay in one place, tell the energy to "keep working until the job is done" then move your hands to another position.

- When you have completed the hand positions, scan the full body again, what do you feel or sense now? If there was a cool spot , how does it feel now? The body should be in balance now.
- Brush away excess energy or energy that has been released...like brushing the crumbs off a table cloth, collect them sweep them up and send to the universe to be recycled into good energy or send them to Mother Earth to be transmuted
- Feather and fluff the Aura using a feather or your hands.(This is like fluffing pillows or fluffing up your hair)
- Figure 8`s to seal the session and seal in the new energy flows.Do these over the whole body, from head to toes, brings the body back to unity.
- Tibet singing bowls, tingsha bells,( if you have them)
- Bow to your client, say thankyou silently,( It is always an honor to work so closely with someone )
- Gently wake the client up, tap their hands, rub their arms, give them some time to come back to the now, some clients wake easier than others
- Before removing any blankets or letting them sit up ASK 2 questions while everything is fresh in their mind. It gives them an opportunity to check in with their own body and feelings. (return their glasses so they can see)
  - 1- How do they feel? This gives the client something to check in with especially if they had a physical pain, they will be able to measure the improvement in how they are feeling, has the pain gone
  - 2- What did they feel? This gives you something you can measure. It will validate that Reiki has worked. Sometimes when you are beginning to practice Reiki, you may not feel anything at all during the session, you just Trust and Know it Works. You will experience amazing results,from visualizations, images, feelings,or sounds, Every session will bring different results each time.
- If a client saw images during the session, interpret them using Betty Bethard or Animal spirit Guide books
- If client is not sitting by now, help them upto sitting position, make eye contact to ensure they are back physically in their body before they get up off the ta ble.
- Ask if they need glass of water, recommend they drink lots of water after the session. In some cases, clients may need the bathroom, energy that has shifted sometimes makes a quick exit.

# Enjoy the benefits of deep relaxation through Reiki

## Client Information Form

Please take a moment to completely fill out this form -thankyou

I understand that Reiki is a stress reduction and relaxation technique .I acknowledge that treatments administered are only for the purpose of helping me relax and to relieve stress. Reiki practitioners do not diagnose conditions, nor do they prescribe substances or perform medical treatment, nor interfere with the treatment of a licensed medical professional. It is recommended that I see a licensed physician or licensed healthcare professional for any physical or psychological ailment I may have. I voluntarily participate and accept all responsibility and liability for my person and personal belongings.

Signed; \_\_\_\_\_ Date \_\_\_\_\_

Please Print

(Mr Mrs, Dr) \_\_\_ Name: First \_\_\_\_\_ Last \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Birth Date: Day \_\_\_ Month \_\_\_ Year \_\_\_

How did you find out about Reiki ?

Advertisement \_\_\_ Word of mouth \_\_\_ Other \_\_\_\_\_

Referral \_\_\_ Name of Referral \_\_\_\_\_



What was the client's response(s) during the session? Include any physical changes.

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What was your feeling(s) during the session?

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What were the clients feeling after the session? Include all details you feel are pertinent.

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What was your feeling and what were your findings after the session?

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What was the feedback on the follow-up?

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# CASE STUDY ASSESSMENT CHART

## SCAN GRAPH,

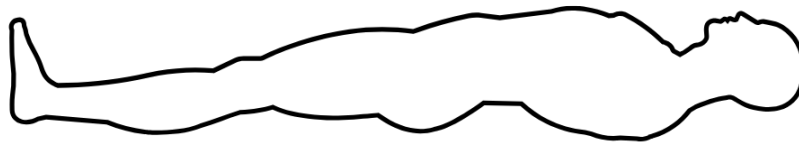
from feet to head, draw the outline of the energy fields as you perceived them before and after the session. Draw a single line that represents the distance of the energy field from the body.

If, on the original scan, you sense the energy stops at the knees, then stop scanning and draw the graph up to the knees. Sometimes at the beginning of a session, you may get a sense that energy is stuck.

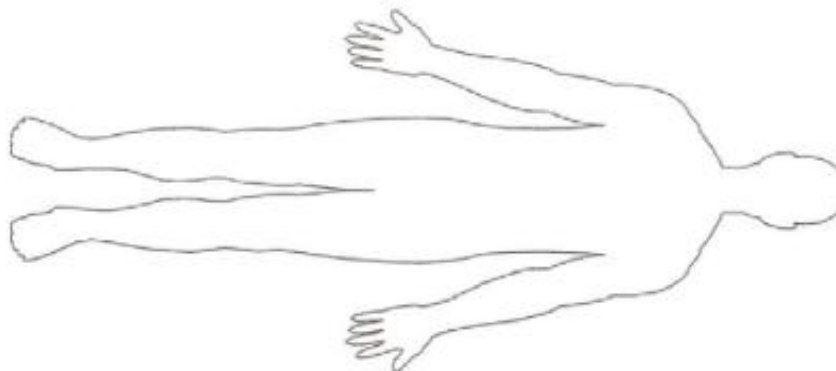
## SCAN ENERGY FIELDS,

from feet to head, what did you sense about the energy field? Colour the Auric field on the diagram as you perceived it upon initial assessment, then again after the session. Use colours, shapes, write words or sounds you heard during the scan. Trust your intuition, we can interpret the drawings later.

Graph



Scan



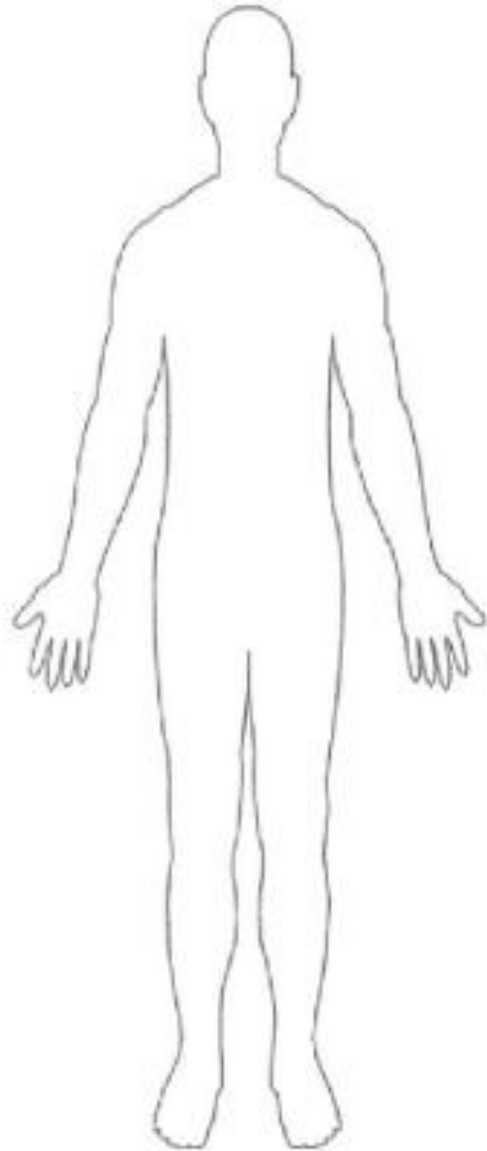
## NOTES

Use the back of the sheets to write additional notes of what you sensed intuitively. For distance sessions, you may choose to send your drawings and notes to your client.

# BEFORE



**Graph**

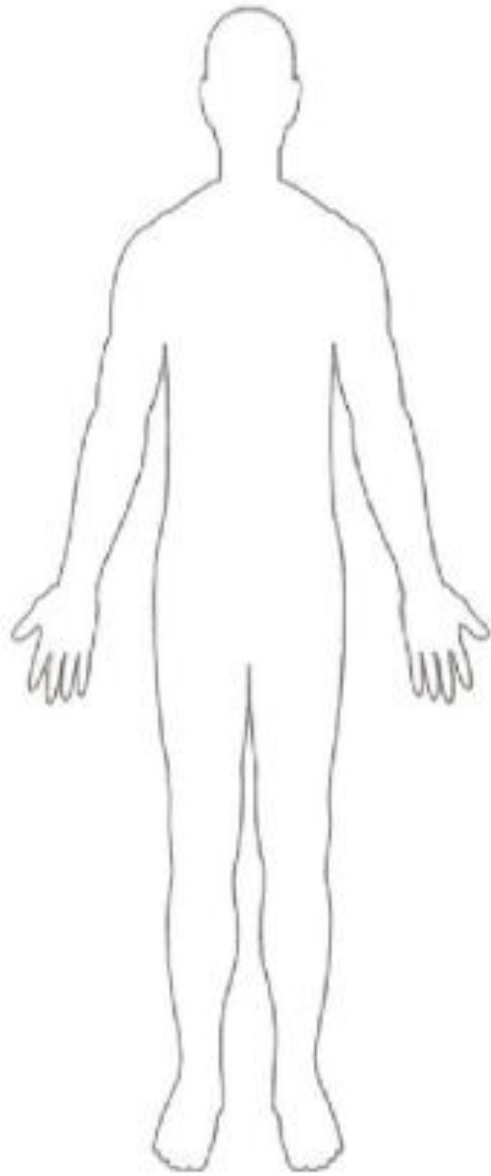


**Scan**

**AFTER**



**Graph**



**Scan**

# INTERPRETING YOUR SCANS

**There is no right or wrong way to interpret your scans.**

**What you sense is what you sense.**

A second person may scan your client and get a completely different response; both scans are true. The scans are your own interpretations of the energy you are sensing in that moment.

**You will develop your own language or communication skills,**

depending on your own CLAIRS, and how you sense or read energy.

Clairvoyance (Seeing), Clairaudience (Hearing), Clairience (Smelling),  
Clairgustance (Tasting), Clairsentience (Feeling), Claircognizance (Knowing).

You may have one or more of these clairs that are active during a session.

What clairs do you currently think you have?

**Tingling, prickly/smooth.** For me, if I feel a strong tingling in the palms of my hands.

If it is an active area, I sense a strong current of energy drawing my hands to that area.

I will work with that area until the tingling fades and calms down.

You will discover for yourself what your senses are telling you and what tingling means for you. You will develop your own language of sensory awareness.

**When you feel drawn to an area, pay attention to what you are sensing at that time.**

If there is an absence or nothingness, perhaps energy is saying I don't need attention, all is good, move on, or it may feel like an absence that needs replenishing.

**Hot/Cold,** you may sense changes in temperature.

Sometimes heat implies overactive, cold little activity.

It may be you yourself who feels hot or cold as you work; simply observe.

You can ground yourself easily by wiggling your feet on the ground. For me, I wiggle my toes, I physically feel the ground, I know I am connected.

If you feel lightheaded, again, ground yourself. Focus on saying heal, clear, resolve, and slow breathing. This always brings you back to the present moment.

**Colours,** you may see or intuit colours and shapes around or inside the body. What do they mean? The colours you sense may be telling you something, for example, Red may mean something has flared up, angry, or aggressive. Green, balance and harmony, green is good to help kill bacteria. Whatever colour or shapes you see, simply observe, notice, and record. Colours can give you messages about what is needed, or communicate what the issue is.

**Seeing,** you may actually see within the physical body itself or see guides, angels, orbs of light or past loved ones, or pets beside the client. Observe, notice, and be aware.

**Cognitively sensing.** You may just get a knowing, where you do not feel or sense anything but somehow know what the energy is communicating to you. I worked this way for a long time and learned to simply trust my own intuition.

I would say to the client, "This is what I sensed while I was giving Reiki."

**I ask the client what it may mean to them first, before I offer any interpretation.**

**ABSTRACT.** I get a lot of abstract images or mini-movies when I work with clients. This works well for me as I know it is coming from Soul, not Ego. I then interpret them, For example, I sensed I was using a water hand pump and needed to keep pumping what I thought was something out of the body. The client also felt the pumping action and felt something leave her body. Neither of us knows what was pumped out. One time, I had to keep pulling it stated on one side of the torso and went across her body to the other side; it was like a knitted sweater that needed to be unravelled. “Something needed to be unravelled.” The Client felt knots released. Another time, I saw a knight with an England bib on it and got the name George. Turned out it was a close friend of the client, who had just passed over. He wanted the client to know he was close by.

**Writing.** You may feel a need to write messages for your client; keep paper and pen handy.

**Truth is, you never know what is going to present, so be open to the experience.**

**My higher self –**

I ask questions. I ask the energy what it needs in that moment.

What is it showing me, how to dissolve it, how to balance it?

What colours or sounds does it need?

What message does it have for the client?

**BE CURIOUS. BE HONEST.**

**Never try to impress a client.**

**It is ALL about the client.**

## **BOOKS and RESOURCES**

I use these to help me interpret what I am sensing. These 4 resources are invaluable

### **Inna Segal – the Language for the Body**

You can check 4 avenues - colour, body parts, ailments, emotions

### **Stephen Farmer -Animal Spirit Guides**

When animals show up they are either messages or guides helping

### **Betty Bethard – Dream Book**

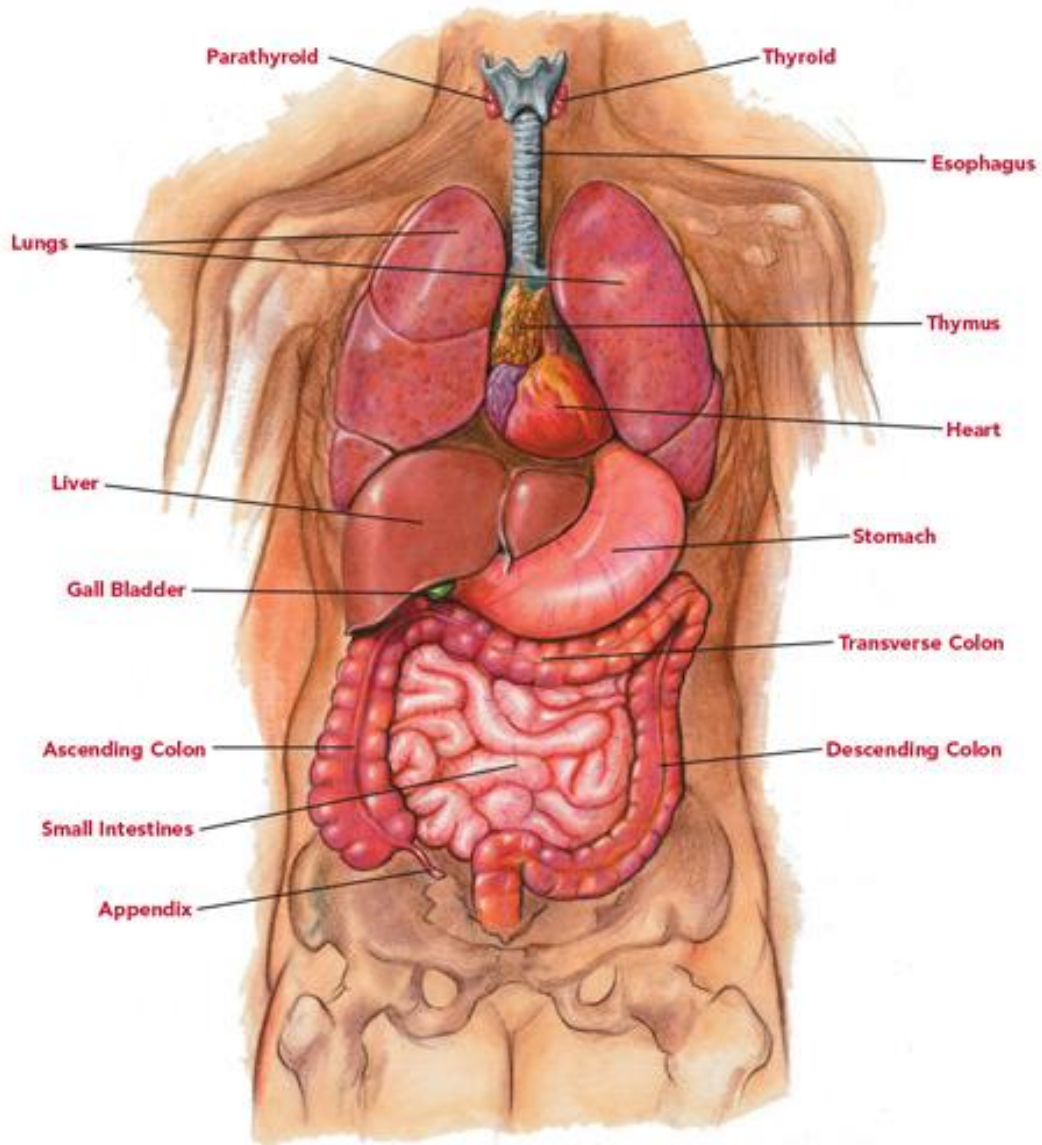
Love this book as it explains objects, people and actions.

**Joanne Sacred scribes** <http://sacredscribesangelnumbers.blogspot.com/p/index-numbers.html>

In-depth explanations for numbers from 1 – 3333.

# ANATOMY OF THE BODY

(Reiki News Magazine)

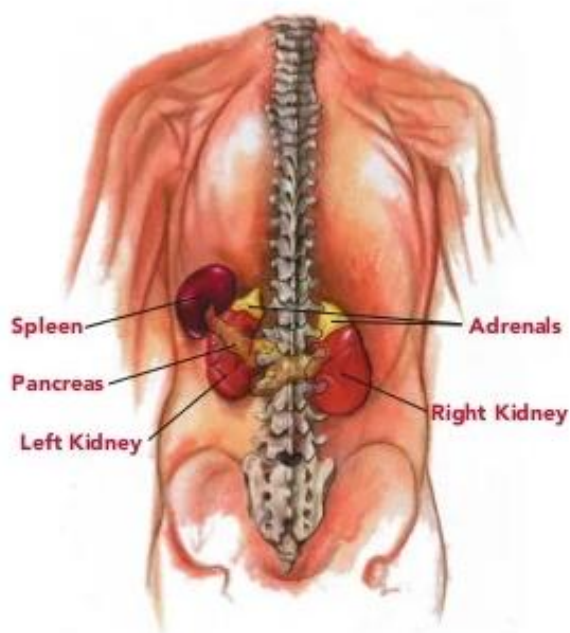


While an extensive understanding of anatomy is not necessary for Reiki practitioners, there are times when a basic knowledge of the major organs of the body is helpful, and even necessary. These include when the client has a condition or illness involving a specific organ(s) that needs treatment or when working in a clinic or hospital where communication with medical personnel about a client's condition is necessary.

**Adrenals:** Part of the endocrine system, the adrenals secrete hormones that regulate various functions in the body, one of which is the flight or fight response.

**Appendix:** The appendix is located at the beginning of the colon on the lower right side of the abdominal cavity. It is medically said to have no function.

**Colon:** Consisting of the ascending, transverse and descending sections, this tube-like organ is also called the large intestine and joins the small intestine on the lower right side of the abdominal cavity. The final processes of digestion take place in the colon with the absorption of water from fecal matter.



Back View

**Esophagus:** The esophagus is the portion of the digestive tube that moves food from the mouth to the stomach.

**Gallbladder:** Connected to the liver, the gallbladder stores and secretes bile, which aids digestion of fats.

**Heart:** This is the muscular organ that pumps blood to all parts of the body. The rhythmic beating of the heart is a ceaseless activity, lasting from before birth to the end of life.

**Kidneys:** The purpose of the kidneys is to separate urea, mineral salts, toxins and other waste products from the blood, and to conserve water, salts and electrolytes.

**Liver:** The liver is the largest glandular organ of the body and has many functions including filtering debris and bacteria from the blood, converting excess carbohydrates and protein into fats and producing blood-clotting factors and vitamins A, D, K and B12. It also produces bile, which is used to prepare fats for digestion.

**Lungs:** The lungs are elastic organs used for breathing; they oxygenate the blood.

**Pancreas:** The pancreas is a glandular organ that secretes digestive enzymes and hormones. It also produces insulin, which lowers the blood-sugar level and increases the amount of glycogen (stored carbohydrate) in the liver.

**Parathyroid:** These four small glands are often embedded in the thyroid gland and govern calcium and phosphorus metabolism.

**Small Intestine:** Located between the stomach and colon, the small intestine digests and absorbs nutrients from food. This process is aided by secretions from the liver and pancreas.

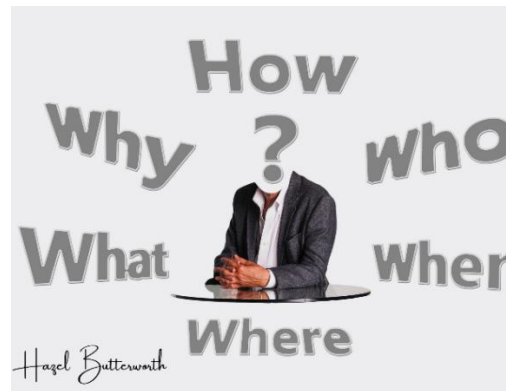
**Spleen:** The spleen acts as a filter against foreign organisms that infect the bloodstream, and also filters out old red blood cells from the bloodstream and decomposes them.

**Stomach:** The stomach is the part of the digestive tract between the esophagus and the small intestine.

**Thymus:** The thymus gland helps in the development and functioning of the immune system.

**Thyroid:** Part of the endocrine system, the thyroid gland secretes hormones necessary for growth and metabolism.

## CONVERSATIONS, VISUALIZATIONS,



**Working in energy fields, asking questions,  
and having conversations with energy.  
What messages... etc**

**Reiki heals on all levels of being,  
all dimensions, all timelines, and in all directions.**

**Remember.** We do not diagnose, heal, or prescribe.  
We can only offer suggestions and share  
what we intuitively sensed or observed during the session.

**The body never lies.  
The mind edits, the emotions dramatize,  
but the body simply records every unspoken word,  
every swallowed feeling, every moment you said yes when you meant no.  
It stores it all, faithfully, in tissue, posture, tension, and symptom.**

**What the body is communicating  
Symptoms are not the problem. They are the message.**  
Pain is the body's loudest vocabulary,  
it speaks when everything quieter has been ignored.  
Tightness, fatigue, numbness, inflammation, weight, tension.  
These are not malfunctions.  
They are dispatches from a part of you  
that has been waiting to be heard.

**The body speaks in four dialects,  
*location* (where is it?),  
*sensation* (what does it feel like?),  
*timing* (when does it arrive?),  
and *history* (how long have you been carrying this?).**

### **How Reiki reads it**

A Reiki practitioner moves through the body's field  
the way you'd read a room,  
sensing temperature shifts, density, resistance, absence.

**Heat** often signals inflammation or activation.

**Cold or emptiness** can indicate withdrawal, shutdown, grief.

**Tingling** is movement, energy beginning to unstick.

**Heaviness** is long-held weight.

The hands don't diagnose, they listen.

They follow, not lead.

### **What to ask the body**

*Where are you holding something that isn't yours?*

*What feeling have I/you been refusing to feel?*

*What do you need that I/you keep forgetting to give you?*

*If this pain had a voice, what would it say?*

*What am I/you afraid will happen if I let this go?*

*What does the body need to restore balance and harmony?*

*What colour/sound does it need?*

### **What to ask the energy**

*What is ready to move?*

*What is this symptom protecting me from knowing?*

*What does this part of me most need, rest, expression, grief, joy, permission?*

*What has never been said out loud?*

*What message is the body conveying?*

*What awareness is this bring to my attention?*

*When, where did this originate, this life time or previous?*

### **What it's really trying to tell you?**

Almost always, underneath the symptom,  
**the body is asking for one of three things,**

**1- to be *heard*,**

**2- to be *allowed to feel*,**

**3- to be *given permission to change*.**

**The body is not punishing you.**

**It is advocating for you, in the only language it has.**

**Reiki creates the conditions for that conversation,  
stillness, safety, presence, and a pair of hands saying  
*I'm listening.***

**Often that is enough for something to begin to move.**

## WORKING INTUITIVELY



**This is at the heart of what makes Reiki an art,  
not just a technique.**

### **Technique is the floor, not the ceiling**

Learning Reiki hand positions, symbols, and sequences is essential  
it gives you a foundation.

**But a practitioner who only follows the manual is like  
a musician who can read the notes but cannot feel the music.**

Every client who lies on the table is different.  
Their history, their held tension, their emotional state that day,  
none of it fits neatly into a textbook sequence.

**Intuition is what allows you  
to respond to the actual human in front of you  
rather than a generic template.**

### **The hands know before the mind does**

Experienced practitioners consistently describe the same thing:  
their hands are drawn to an area before they consciously decide to go there.

A warmth, a pull, a subtle heaviness.  
This is the body's intelligence at work, the gut and heart nervous systems  
registering information about the client's energy field  
and translating it into felt sensation.

**Without trusting and following that,  
you are leaving the most important information on the table.**

**The client carries what they cannot say**

People come to Reiki sessions carrying things they have often never put into words, grief sitting in the chest, old fear stored in the belly, a heaviness around the shoulders that predates any memory they can name. They may not even know it is there.

**A practitioner working purely from protocol**  
will place hands in the correct positions and move on.

**A practitioner working with intuition**  
will feel the quality of what is present, stay longer where it is needed,  
and create the space for something that has been held a long time to finally release.

**Co-regulation is the deepest mechanism**

Here is the thing that is rarely said clearly:  
the most powerful thing a Reiki practitioner does is not what they do with their hands.  
It is the state of their own nervous system.

**When a practitioner is genuinely calm, present, and anchored,  
not performing calm, but actually in it,  
their client's nervous system begins to mirror that state.**

This is called co-regulation, and it is a hard-wired biological response.  
Two nervous systems in close proximity naturally begin to synchronize.

**The practitioner's inner stillness  
becomes the environment the client's body relaxes into.**

**Intuition is what keeps the practitioner in that state.**

A practitioner anxiously running through a checklist is not present.

A practitioner listening, with their hands,  
their body, their felt sense, is fully here.

And that presence is itself the healing.

**The session, at its best, is not a procedure done to someone.**

**It is a conversation between two nervous systems,  
guided by something quieter and wiser than technique alone.**

**Usui worked and taught intuitively.**

His presence alone created the stillness and coherence.

He did not have a formal structure.

He worked with someone as long as they needed,

He intuitively could sense their needs.

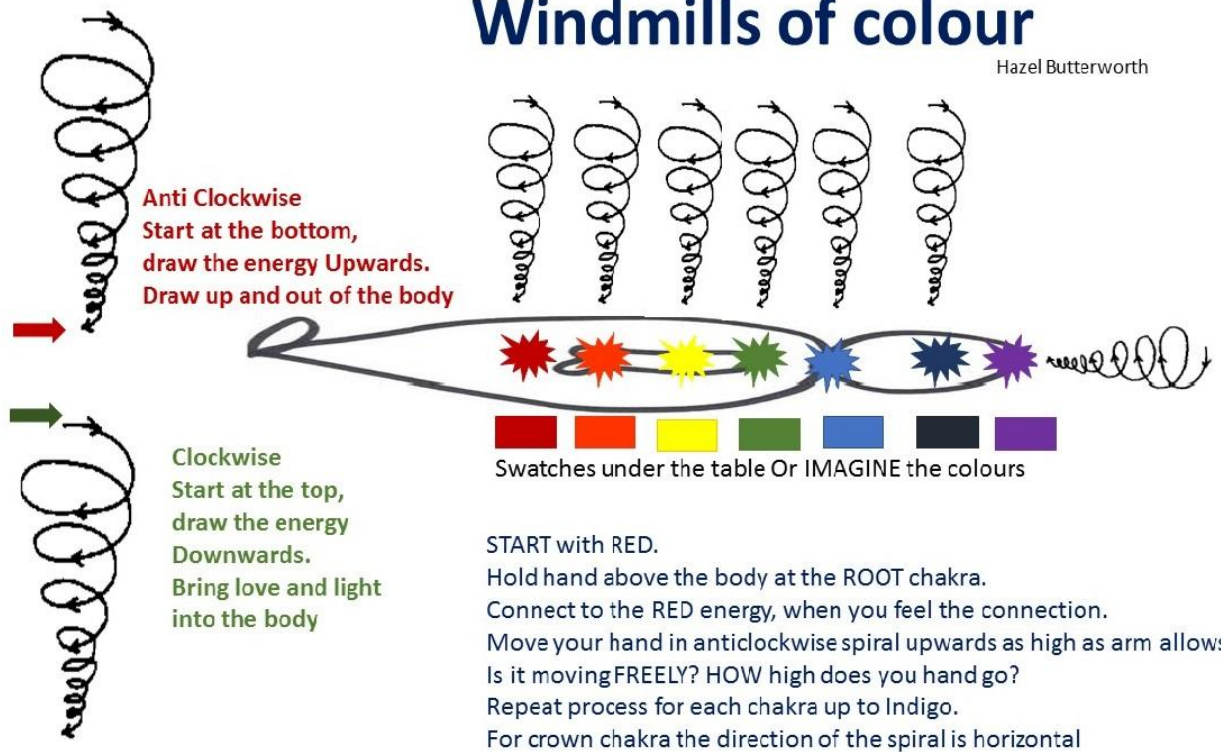
**It was Hayashi who developed the hand positions,  
to give Reiki a format and structure to teach others.**

**Reiki practitioners today combine structure with intuition.**

They create the synchronicity and harmony of both.  
thus creating "music" and not just playing the notes/

# Windmills of colour

Hazel Butterworth



## CHAKRA WINDMILLS - 7 MAIN CHAKRAS -

Specific vital energy centres in the body that influence all 4 aspects of self.. They are energy vortices that govern our physical, emotional, mental and spiritual well- being

### TWO directions,

- 1 - starting at the body draw the energy up from the body (unscrew.. turn to left) take out old
- 2 - starting in the energy fields to bring energy into the body. (screw- turn to right) put new in

### BEGIN at root chakra and work your way to crown chakra.

#### 1 – hold hand over the chakra until you make a connection

Slowly draw your hand upwards, moving anti clockwise, feel for any resistance.

If hand stops only a few inches from body, stay there, hold the energy and see if you can slowly encourage it to flow upwards. It may take a little while to coax.

You will feel the release when it is free.

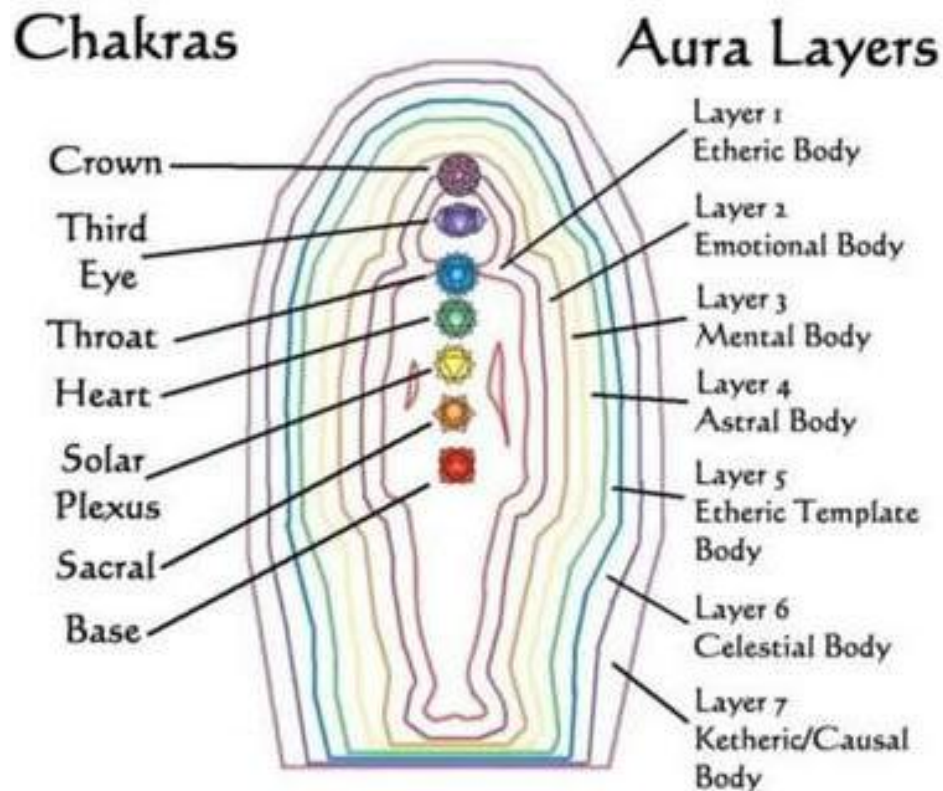
Check the chakra again and your hand should flow easily from body to energy fields.

#### 2 – Reach into energy fields and bring new energy flow into the body Fill with love and light.

#### 3 – Work your way through each chakra, they should all be flowing freely now.

Use intention to pull through from the rear chakras, through the body, not just the front chakras. Or if working on a person standing, you can do all the front, then work on the back or use flossing.

## ENERGY LAYERS (bodies) of the AURA



Each Energy field (layer) is associated with a Chakra 7 layers -7 chakras

The Chakras are the filters for the energy to flow into and out of the physical body. 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> energy bodies metabolize the energies relating the spiritual world, while the lower 3 (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>) are associated with the physical world .

1<sup>st</sup> **ETHERIC** - the enrgy body, just outside the physical body, contains blueprints

2<sup>nd</sup> **EMOTIONAL** – the feeling body

3<sup>rd</sup> **MENTAL** – the thinking body

4<sup>th</sup> **ASTRAL** – the heart, the energy of love

5<sup>th</sup> **SPIRITUAL** – relates to higher will connected to divine will, the power of the word, the speaking

6<sup>th</sup> **COSMIC** –celestial and divine love that extends beyond human love

7<sup>th</sup> **NIRVANIC** – related to the higher mind, knowing and integration of our spiritual life

**CAUSAL BODY.** As you progress, you will intuitively be able to draw from the Causal body, the energy which has a store of knowledge and power from this lifetime or past life. Akasha.

**ETHERIC TEMPLATE.** You will be able to take an energetic copy from the original blueprint (that remains 100% pure) and infuse it into the physical where there is an issue. Energetically restoring the body frequencies to their original state. A person who has had a limb removed can still feel as though their limb still exists. This is because energetically, it is still there. (phantom pains)

### **Invisible You**

Our thoughts and emotions tend to shape our physical structure as well as the texture of our tissues in the body ( issues in the tissues)

Positive feelings keep the body supple and flexible, while suppressed emotions hold the energy back and create an energy block in the body, and can form rigidity and hardness of the body tissues.

The body creates a protective barrier in the form of the texture of our tissues. By relaxing the mind and contacting the inner self through Reiki and meditation combined, we can work on reducing the rigidity in body tissues, wherever in the body it is most needed

### **Human Energy Field**

Everything that is alive pulsates with energy. Practitioners of complementary medicine, as well as physicians, acknowledge the existence of an electromagnetic field generated by the body's biological processes. This energy field surrounding the physical body extends as far out as your outstretched arms and the full length of your body. It contains information and is a highly sensitive perceptive system. Through this system, we are constantly in communication with everything around us, and we transmit to, and receive messages from, other people's bodies

### **The Human Aura Field**

The human energy field, usually called the "aura" can be described as an energy body that surrounds and interpenetrates the physical body. Researchers have created theoretical models that divide the aura into layers. These layers are called "energy bodies" which interpenetrate and surround each other. Each successive body is composed of finer substances and higher vibrations than the body that it surrounds. Some people are able to see the aura and say that it is like a multi-layered energy field pulsating with colour, according to our mood and health.

### **A Reflection of Energy-**

Alternative health practitioners, healers, and psychics believe that the human energy field contains and reflects each individual's energy. It surrounds us and carries the emotional energy created by our experiences, whether they are positive or negative. Experiences that carry emotional energy become accumulated in our energy system, including our past lives, belief patterns, and the attitudes that we gather during upbringing. The emotions from these experiences become imprinted on our physical body and contribute to the formations of our cell tissue, which generates a quality of energy that reflects those emotions.

## **Energy Language**

These energy impressions create an energy language carrying information that can be read by an intuitive practitioner, healer, or psychic. Think of an occasion when someone acknowledged you positively and praised you for something you did for a creative achievement. You probably experienced a rush of positive energy, perhaps a surge of personal power and self-esteem, making you feel good about yourself. Positive images and experiences, as well as negative ones, are held in each energy field, and they register memories in the cell tissue and in the energy field. Or emotions live physically in our bodies and interact with our cells and tissues.

## **Caring for our Energy bodies**

To keep our energy bodies healthy, we need to take good care of them. In order to do so, we must become sensitive to their existence and aware of the ways in which they influence us. As we grow spiritually, we become more sensitive to the energies around us. We feel and sense vibration and energy, and the more we learn how to purify and refine our own energy bodies, the more we notice the communication between other people's energy bodies. Our human task is to purify our energy bodies and give them the right kind of attention and nourishment. In this way, we establish a harmony and growth between the different bodies that allows our energy to flow freely and keeps us healthy and balanced. Kirlian photography illustrates the colours of the layers.

## **Remember to always refer clients to doctors for a diagnosis or medical assistance, as only Doctors and medicines can “legally” heal. Never make any claims to heal.**

We assist clients in taking some responsibility for themselves as they navigate their illnesses. We honour Medical science, as it does have its brilliance.

**Reiki - breathing** to stay calm, move energy, reduce fatigue, or release pain; meditations to gain insights into the emotions that are contributing to the illness; journaling to have conversations with aspects of yourself or body parts; nonresistance, accept, allow, embrace the experience and go with the flow; affirmations to keep laser-focused remove fear or negative thoughts and remind yourself your body is built to heal and is always regenerating itself;

**Reiki your medications to work in harmony with your body**, anything your body does not need is dissolved and eliminated with ease; thank your body for all the hard work it is doing to repair itself and for the courage to navigate the illness; visualizing a healed healthy body; visualizing that every person involved in any surgery or treatment are all aligned and working for your highest good and that they do their very best work. “To my surprise, everything is synchronistic and flows with ease.”

**INFUSE REIKI INTO EVERYTHING....**

# ENERGETIC SURGERY



**Ask** your client what they would like to work on.

**Find the location of the ailment,**

**Scan** the area, connect, check-in with what you are sensing (**before**)

**Reach into the ETHERIC TEMPLATE** layer to find the original blueprint of the area/part/aspect, and ask for a perfect copy of the original, prior to any ailment or injury.

**Take a copy,** and put it to one side, ready to replace the existing energy pattern.

**Remove the old energy pattern 100% completely,** and feel around for any loose fragments of energy. You may have to dig deep for a while to remove everything. Whatever you remove, send to the sun.

**Gently place the copy** of the original version from the ETHERIC LAYER into the energy body. Smooth it over, and make sure everything is in place.

**Scan again, (after)**

**Check in with the client** to see how they feel. It may take a while to blend in, or it may be an immediate reaction to the process.

**PHANTOM PAIN.** When a person has had a limb removed, they can feel pain in the space where the limb was because, energetically, they are still complete; it is only the physical that has been removed. The disturbance is still felt in the ETHERIC energy field.

## GROUP SESSION



### First - Balance Energy

Complete a circle including the client, by holding hands.

Breathe IN through the left hand

Breathe OUT through the right hand

Do this for 3 – 5 mins before beginning table work

If hands want to stay in an area.....

tell the energy to continue working until its job is done,  
then move hands to another position

Stay grounded, drink water, wash hands.

# PREGNANCY



## **Reiki during pregnancy**

Pregnancy is one of the most beautiful and often most anxious seasons of a person's life.

### **Reiki is safe throughout all trimesters and is valued for:**

- Calming pregnancy anxiety and racing thoughts
- Easing nausea, fatigue, and physical discomfort
- Supporting emotional attunement between mother and baby.
- Eases hormone and physical changes.
- Deepening the connection between mother and baby
- Preparing the mind and body for birth
- Helping after a miscarriage or pregnancy loss, a time when grief is often under-supported

**Many midwives and birth workers now integrate Reiki, recognizing that a calm, held mother is deeply beneficial for both parent and child.**



## CHILDREN



### Reiki with children

**Children respond to Reiki beautifully**  
often more openly than adults,  
because they haven't yet learned to intellectualize or resist subtle energy.

Sessions are usually shorter and lighter.

#### **Reiki helps children with:**

- Anxiety, fear, and nightmares
- Processing big emotions they don't yet have words for
- Recovery from illness or surgery
- Feeling safe and soothed during difficult family periods
- Chronic pain or illness

**A parent receiving Reiki alongside a child can also be deeply meaningful,  
regulating the parent's nervous system, which in turn calms the child.**



## COMFORTING / SUPPORTING



**When someone is in distress, grief, shock, overwhelm, fear,  
the last thing they need is fixing.  
What they need is presence.**

**This is where Reiki is at its most natural,  
because it asks nothing of the person except to receive.**

### **What it looks like**

It is quiet.

There is no performance, no ritual, no need for explanation.

You sit beside them, or behind them, and you place your hands,  
gently, without pressure, where the body is asking for contact.

Usually that is the upper back, between the shoulder blades,  
where humans instinctively carry shock and grief.

Or both hands cradling the back of the head,  
where the nervous system begins to soften almost immediately.

Or one hand on the upper chest, one on the upper back,  
holding the heart between your palms.

**You don't move much.  
You don't talk much.  
You simply stay  
quietly, in the moment.**

**What it feels like — for the receiver**

The first thing most people notice is warmth,  
a deep, spreading warmth  
that feels like being held from the inside.  
Then the breath changes.  
It deepens, slows, catches slightly, and then releases.

Often, there are tears, not distressed tears,  
but the quiet kind that simply need to fall.  
The nervous system, which has been running on high alert,  
begins to recognize that it is safe to come down.  
The body stops bracing.  
The shoulders drop.  
The jaw unclenches.  
Something that was tight begins to soften,  
not because the problem is solved,  
but because for this moment,  
the person does not have to carry it alone.

**What it feels like — for the giver**

Your hands warm.  
You may feel a subtle pulse or gentle pressure building  
between your palms and their body.  
You stay grounded, feet on the floor, breath steady, no agenda.  
You are not drawing their pain into yourself.  
You are simply holding a space of calm so strong  
that their nervous system begins to match it.  
This is called co-regulation.  
It is a real, documented physiological process.  
Your coherence becomes an invitation for theirs.

**The most important thing**

You do not need to say the right thing.  
You do not need to know what they are feeling or why.  
You do not need to make it better.  
You need only to be present, grounded,  
and willing to let your hands say what words cannot,

***I am here. You are not alone. You are safe.***

**That, in its simplest form,  
is Reiki.**

**And in moments of real human pain,  
it may be the most powerful thing one person can offer another.**

# SICKNESS AND DYING



## **Holding hands**

### **Reiki in terminal illness and end of life**

**This is perhaps where Reiki offers its most profound gift.**

**When a cure is no longer the goal,  
*comfort, dignity, and peace* become everything.**

### **For someone living with terminal illness,**

#### **Reiki:**

- Eases pain and physical discomfort without side effects
- Reduces fear and existential anxiety
- Brings a sense of profound peace and ease
- Helps the person feel cared for and less alone in their experience
- Supports the body's natural transition.
- Many practitioners speak of Reiki as helping someone "settle" into what is coming

### **For the dying person,**

Reiki can be offered in the final hours and moments.  
It creates a calm, loving, energetic field around them.  
Many families report that the room feels different  
quieter, softer, when Reiki is present at the bedside.

### **Reiki for carers, family, and the grieving**

It is equally important for those *around* the dying or ill person.

- Carers carry an enormous weight,  
exhaustion, grief, helplessness. Reiki helps them:
- Stay present without burning out
- Process anticipatory grief
- Find moments of stillness in an overwhelming time
- Feel supported themselves,  
so they can continue to support others.

# HOLDING SPACE

Reiki and the art of holding space remind us that sometimes the most healing thing we can offer is not a cure, but a hand, a calm presence, and the wordless message:  
*I am here, and you are not alone.*



What does "holding space" mean?  
Holding space is one of the most important, and least understood, acts of care.  
To hold space for someone means to be *fully present* with them in their experience, without trying to fix it, change it, rush it, or make it more comfortable for yourself.

It means:  
Setting aside your own agenda, opinions, and discomfort  
Allowing someone to feel exactly what they feel, for as long as they need to  
Resisting the urge to offer silver linings, advice, or reassurance  
Creating a safe, non-judgmental container where the person can unfold  
Trusting that your *presence* — not your words or solutions — is what is needed

In Reiki, holding space is both literal and energetic.  
The practitioner's hands are still.  
Their breath is slow. Their mind is quiet.  
They are *with* the person, not doing anything *to* them.  
The healing arises in the safety of that presence.

Holding space at the end of life looks like sitting beside someone in silence.  
Allowing them to be afraid, or peaceful, or confused, without rushing them toward any particular emotion.  
It is the gift of *being witnessed*, of not having to be alone in the hardest moments of being human.

# DISTANCE REIKI



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Reiki is **LIMITLESS.**  
Reiki is **INFINITE**  
Reiki is **PURE LOVE**  
Reiki is **ONE ENERGY**  
Reiki is **ENERGIZING**  
Reiki is **COMMUNICATION**  
Reiki is **TIMELESS**  
Reiki is **CONSCIOUSNESS**  
Reiki is **WISDOM**  
Reiki is **DIVINE INTELLIGENCE**  
Reiki is **NATURAL**

**Reiki reaches all aspects,  
on all levels of being,  
in all directions and dimensions.  
ANYWHERE, and EVERYWHERE  
ALL AT ONCE.**

Everything is in this NOW moment,

# # 3 Symbol      DISTANCE

Mantra              HON SHA ZE SHO NEN

Meaning            My spirit sees your spirit

Kanji

Only drawn..... to bring forth a person living or deceased  
such as for distance healing or to bring a situation  
past or future into the present.

Connects with the higher self, to events in the past or future.  
or to prepare for a future event or to clear the past.



The Hon Sha Ze Sho Nen is

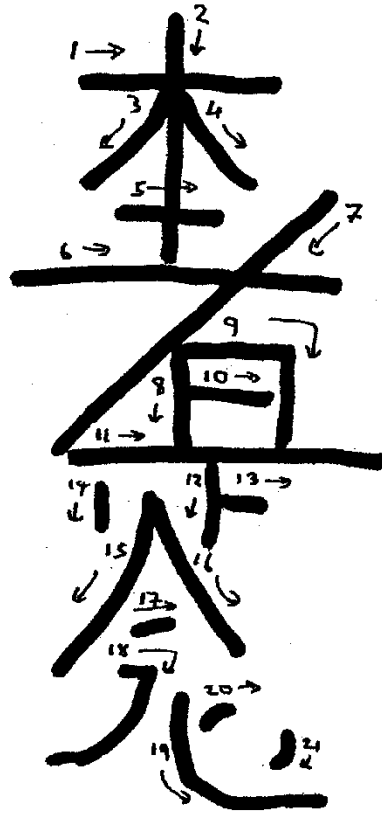
... the energy that transmits Reiki Healing across distance,  
time and space.

...an entrance to the life records of each soul, and therefore  
its most important use is healing karma.

...it heals the past, present and future  
in this and other lifetimes

Power to the mantra NOT the symbol,  
( *if give to symbol, you give the power away*)

#3 Symbol - DISTANCE



Hon Sha Ze Sho Nen

# #3 SYMBOL - DISTANCE

86

本

HON  
Book,  
source,  
origin.

者

SHA  
Person.

是

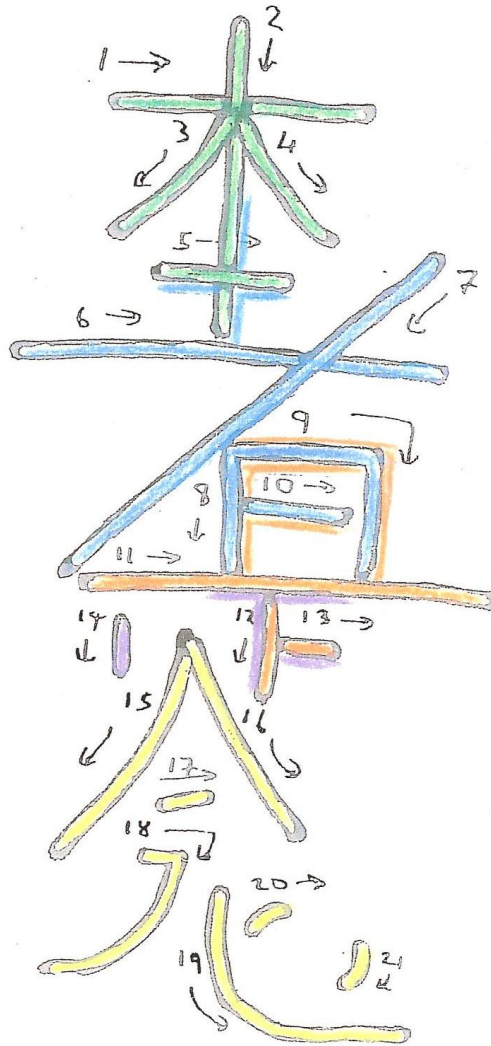
ZE  
Right,  
just.

正

SHO  
Correct.

念

NEN  
Thought,  
idea,  
wish.



Hon Sha Ze Sho Nen

## DISTANCE REIKI FOR OTHERS

Decide who/what you wish to send reiki to, self or someone else, situation, global event. Have a photo or name written down in your view, or spend a few moments thinking of this person, situation or global event. What is it you intend to send to this person or situation, balance, harmony, love and light, forgiveness, compassion?

**Before giving session, focus on self**, Dai Ko Myo to prepare yourself for sending distance Reiki.

**Be sure you are in a good space, center and ground yourself.**

**Using your reiki bear. Or placing hands over photo.**

1. **Distance symbol**, place it over the bear and state your intention, eg, I am going to send grandma lots of love and support energy to assist her with her surgery tomorrow, that she experiences the highest outcome possible. or I am going to connect to ..... or I am going to send Reiki to.....
2. **Ask this person's higher self for permission** to send Reiki, that this loving energy will assist on all levels of their being, in all directions, in all dimensions, that they receive it at the best time of day for them (unless you have already received permission and set a specific time for this person to receive distance Reiki.) Set the intention that if this person refuses the energy that it will go into the Universe towards Global healing
3. **Begin giving Reiki**, you can follow your guidelines for doing a Reiki session, scan the bear and intuitively see where you need to focus. You can take this opportunity to talk to this person and express your feelings or simply send love and hugs. Follow your intuition.
4. **Allow** whatever thoughts, images, feelings, actions to flow, do not try to interpret them.
5. Distance sessions can be 10 – 15 mins. Reiki works at lightening speed, not linear time. If doing energy imprints and interpretations, sessions can be an hour or more.
6. **Thank this person** for this opportunity to connect and communicate.
7. **Detach** from the bear, shake bear, rub hands and blow to symbolize end of session
8. **Take a moment to reflect** on your experience, if need be journal or draw what you experienced. If you receive messages record those too.

**Be aware of time lines when sending Reiki**, and intend that this person receive the Reiki energy at the best time for them. Time and space are all happening at once, when sending forward or back in linear time it is really in current time, therefore when sending Reiki ahead for a situation or to a person you are really sending it now, for now, in the now.

# USING THE ENERGY IMPRINT TEMPLATE

Pre-arrange a Reiki distance session. Set a time and date.

Call client at that time, check they are ready, and confirm what they wish to focus on.

Set a time for the follow-up call.

(You may have them text you after they have journaled their experience.)

Make sure the client knows to lie down in a place where they will not be disturbed.

Tell the client that when they wake up, to observe, notice and journal their experience.

Sometimes the client falls asleep, so it may be a while before you receive a text from them. It is possible to set an alarm, but I prefer the client to take their time, if they need to sleep a while, that's ok. Perhaps they need it.

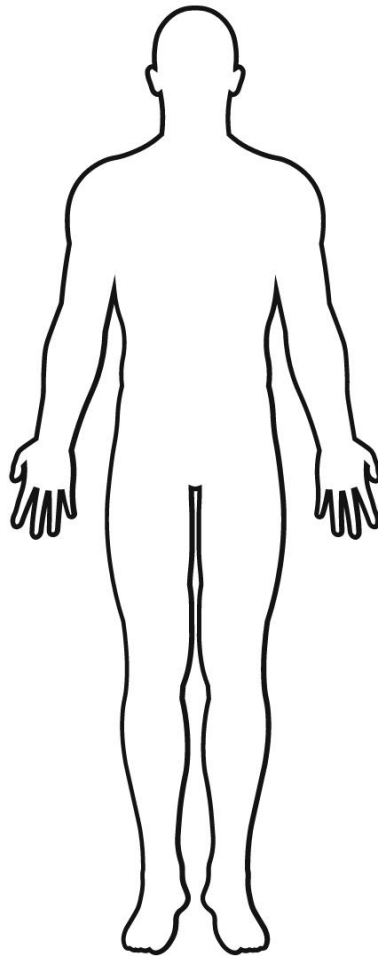
Decide what works best for both of you.

## Using the Energy imprint template

- 1 **Focus on yourself**, prepare yourself.
- 2 **Write** their name on top of the template
- 3 **Distance symbol** to open channels of communication
- 4 **Ask this person's higher self for permission** to send Reiki, that this loving energy will assist on all levels of their being, in all directions, in all dimensions, that they receive it at the best time of day for them (unless you have already received permission and set a specific time for this person to receive distance Reiki.)
- 5 **SCAN** the body, draw what you sense, make notes
- 6 **SEND REIKI**
- 7 **SCAN AGAIN**, draw what you sense after the session, make notes.
- 8 **Close the session, disconnect**
- 9 **FOLLOW-UP CALL – ASK HOW they feel? What did they experience?**
- 10 **SHARE YOUR INSIGHTS**

Energy Imprint

Date

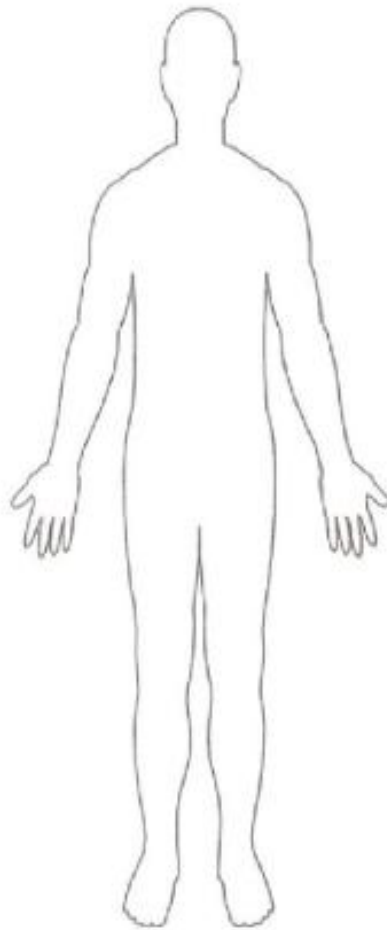
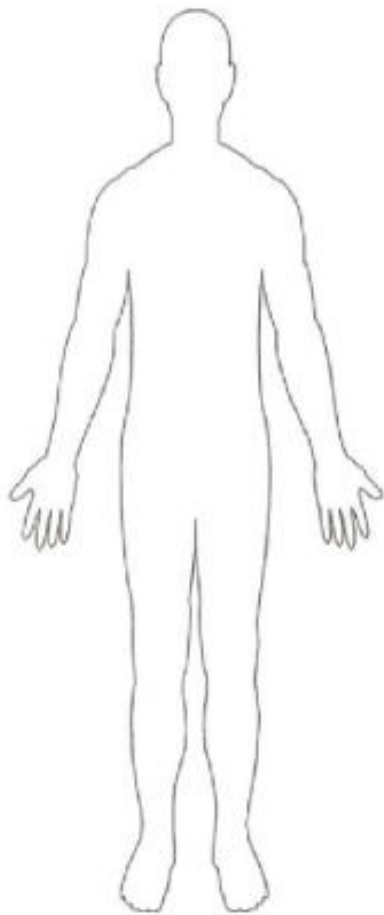


Name

Date

Before

After



# GRAPH

**BEFORE**



**AFTER**



## GLOBAL REIKI



### WORLD PEACE

Reiki can be sent globally to infuse Love ENERGY Into every nook and cranny of the world.

Send - **BALANCE AND HARMONY**

Create a group; there is power in numbers.  
Multiply the energy being infused into the world.

Choose a part of the world, or the whole world.  
Or send to every aspect of Earth and Humanity.

## REIKI BOX



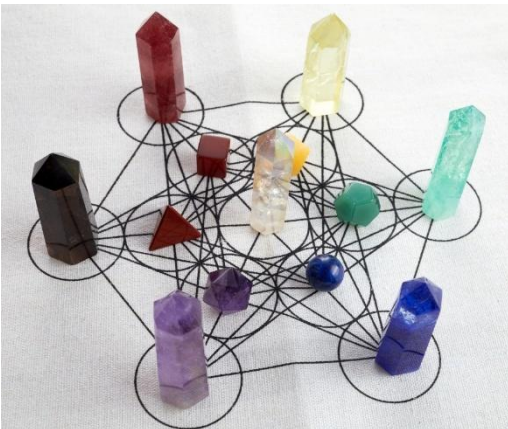
### DISTANCE REIKI

Choose a special box where you can put photos, or a sheet of paper with a name written on it, or a note about a situation, near or far,

Put a photo of you in there your business card. Family members.

Anything you choose to send Reiki to, then simply Reiki the box.  
Remember to put dates on each item,

## CRYSTAL GRID



### CRYSTAL GRID

For those who love to work with crystals, Reiki grids can be set up.

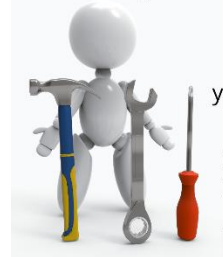
These can be charged with Reiki and left to run for a specific time length.  
Place a photo in the centre.

You can take a photo of the whole grid and use that, so you can create another grid for something/someone else. too.

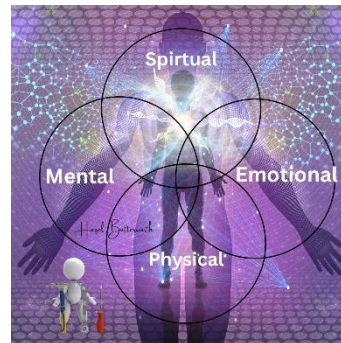
# DISTANCE REIKI FOR YOURSELF,

**I am able to communicate through time and space, all dimensions in any direction, and on every level of being.**

Your body came with the ability to heal itself



you have all the tools you need to get the job done



**You can connect to any aspect or part of your body.  
Reiki is like sending in your team to restore vitality and health.  
What you do for yourself, you can also do for others.**

**During a distance Reiki session for someone else, be open to how your intuition is guiding you. Follow your instincts, ask questions, dig deeper to gain insights.**

## ASKING QUESTIONS



Visit with your illness, ask questions, explore and discover then move through it.

Have conversations directly.  
If you prefer you can chat via written dialogue.

For example

YOU: Dear heart, I would like to talk to you

HEART: Heart here, what would you like to know

YOU: I am curious as to what is causing me such pain

HEART:.....

YOU:.....

Keep the conversation going.

You may be greatly surprised at what you discover during this conversation.

Ask how you can assist, what it needs or how to move through this current situation.

**Once you have some insights,  
you can send LOVE (REIKI) to that aspect, or part of you that is in need.**

**Distance Reiki for yourself is an extremely effective way to connect to any aspect.** to access your Akashic records or to visit any timelines, dimensions, aspects of yourself, to help you dissolve/resolve anything that needs to be dissolved/resolved.  
**Everything is happening FOR you, embrace it, learn, grow- EVOLVE.**

**Reminder of some of the ways to engage in distance Reiki for yourself.**

Akashic records

Past self

Future self

Present self

Inner child

To connect to any person dead or alive

An aspect of self, a timeline, a dimension, emotional, mental or spiritual soul self.

They are all who you are... now.

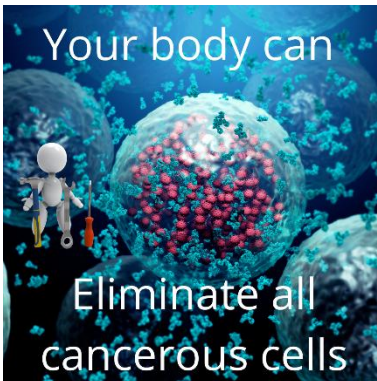
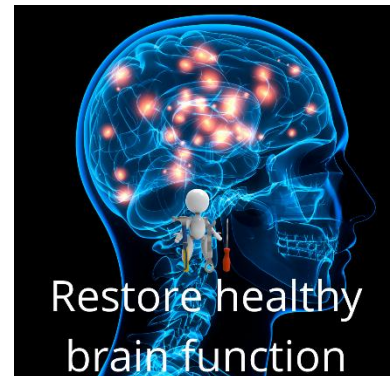
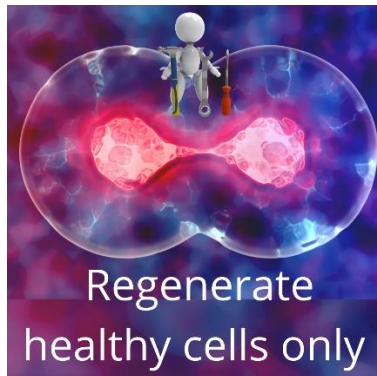
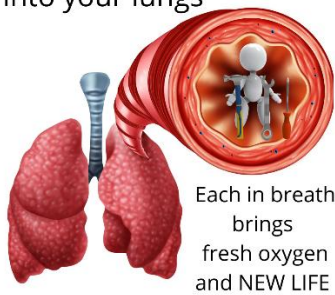
**Distance is great for Self Journey.** Before you do a Self Reiki session, think of a question or a situation where you need an answer or clarification, write it down, do your Self Reiki session, then after your session read your question and the answer or insights will flow.

**Self Reiki is an awesome way to “go within” for your own healing, insights and answers.**

**Reiki has so much potential and is limitless;** it is now “in your hands” to discover and explore just how effective Reiki is.

**Here are some visuals for yourself or your clients to visualize the body repairing itself. You can set intentions to resolve, dissolve, restore, revitalize, eliminate, or appreciate and send love to your body.**

Breathe new life  
into your lungs



## SETTING UP YOUR OWN BUSINESS





**Being a Reiki Practitioner  
is a living, breathing, sustainable flow:  
energy given, energy received, the circle unbroken.**

### **To be recognized as a Certified Reiki Practitioner,**

You must be certified as a Reiki Master (Reiki Level 3) and have been practicing Self Reiki as well for at least 3-6 months, before registering for Reiki Practitioner course. After the Practitioner course, you are required to complete 30 case studies, then arrange a meetup with your teacher to share your results and feedback, at which time you will receive your Reiki Practitioner Certificate. Until such time you are considered a student practicing Reiki.

### **Developing your Reiki Practice,**

... after you have gained experience and a deeper understanding of Reiki you are ready to start your own Reiki Practice with confidence and integrity.

### **Some things to consider...**

if you wish to become a Reiki Practitioner and set up your own business.

### **Your integrity is essential,**

Clients will be sharing confidential and personal information with you. They must feel comfortable that you will keep all information private and not discuss their sessions with anyone else.

## **Your intention is important.**

Your mind is a magnet; the quality and strength of your thoughts will determine the quality and strength of what/who you attract into your life. Decide with clarity, determination, and commitment that you are going to create a thriving Reiki practice. Decide that you are worthy to do this and that there are many people who will benefit from your service. Be confident in yourself and your abilities. If doubts arise, know that this is normal and assume that they have entered your mind only because they are passing out of you. Whenever we commit to a new goal, old negative thoughts and feelings that have been stored inside and have gone unchallenged are dislodged and begin to emerge in our consciousness. Experiencing these negative feelings and thoughts is often part of the healing process. If your commitment is strong, these old negative feelings and thoughts will break up and be released. Use Reiki to speed up the process.

## **Compassion brings help from Higher Sources.**

Do not talk during a session; allow the client to be in stillness and quietness. Create a safe space where clients feel supported and comfortable with you at all times. When they feel safe, they will share willingly their innermost, deepest feelings or concerns. Be kind, Listen, and Hear what they are saying with a gentle, loving nature. Most clients need to be heard and their concerns acknowledged. Trust your intuition and innermost guidance. Your guides and your own Enlightened Self are available to help and assist you, make note of any messages or insights you receive, and share them after the session.

## **Competitiveness is Not a Part of Reiki**

One thing that can get in the way of you developing your Reiki Practice is fear of competition. Fear of competition goes directly against the nature of Reiki energy, and because of this, it can repel people from you who might be interested in receiving treatment. Competitiveness depends on the illusion of separate existence, but Reiki expresses the power of wholeness, which is Divine Love in action. The nature of Reiki is one of cooperation.

It understands the reality we are all one and it flows freely to anyone and everyone. Accept the wisdom of Reiki as your own wisdom, and believe that all others who practice Reiki are helping you. The more you can do this the more your Reiki Practice will thrive.

## **The Practical Issue of Money**

An important issue is money. Money is considered an energy exchange. When people receive treatment for free, they sometimes feel guilty and indebted and are hesitant to have further treatments. Charging money allows people the freedom to choose to have a session and to pay for your time and effort. A fair exchange = both give and receive. Check out other practitioner rates in your area, or massage rates.

# HOW MUCH TO CHARGE FOR YOUR SESSION?

How much you charge is your choice. A good structure to follow is:

## 1 – Practicums

**When starting out, for family and friends, charge a nominal fee or ask for a donation.**

It is good practice to charge from day one. Some students who gave sessions for free found it difficult to then ask for money later on. They also found that when they began to charge, they had to find new clients because some people did not want to pay for the service; they were only interested in a freebie. These clients you do not need, wish them well, send them love. Eventually, some will ask for a session, and your reply is “Sure, I would love to give you a session. This is my fee.” Be upfront, let them know there is an investment,

## 2 – Case Studies

**When you are working on your case studies, charge half price.**

It is good practice to charge more for these sessions. You are not yet fully certified and still considered a student, so it is unethical to charge full price.

Call these your practicums to be completed to certify.

This will make it easier for you to build up your fees to full price, plus get used to charging for your services. It gives stepping stones, nominal - half price - full price. It gives you timelines and a structure to follow, plus takes away the guessing game of how much you should charge and for how long.

## 3 – Reiki Practitioner

**When you are certified, charge full price.**

The general guideline is to charge the going rate for a 1hr massage.

If you are working from home and have no overheads, your pricing may be lower than if you were working at a spa or had your own premises. Being in a storefront business requires you to charge enough to cover your own expenses and generate an income.

## 4 - Freebies

There will be times when you feel it necessary to offer sessions for free. As a guideline, trust your intuition, if someone just wants a free session and is not willing to pay, then decline. If someone is really in need and either they have no funds or it is an emergency situation, then offer a free session. I have done volunteer work when a client has had a surgery or experienced an injury. I know that an immediate Reiki session will help lessen the symptoms and speed up the healing process. Remember, we do not heal anyone; we merely assist them. When you volunteer, there is no expectation of any payment; you give from the heart and soul, willingly. There are some people who will say Reiki should be free for everyone. You choose what feels right for you; money is an energy exchange for services you provide.

## 5 – Exchange or Trades

Sometimes you will be asked to trade services or exchange products; be cautious and ensure it is a fair trade. Exchanges do not pay your bills. A good practice for practitioners of any modality is to pay each other every time. You may decide not to tip each other, or you may give 10% discounts. Give/receive money.

# **BUILDING A BUSINESS, WHERE TO WORK?**

Choose what feels right for you.

## **1 - Set up your own business at home.**

Is this for you? Some practical things to consider would be; is your home quiet, are there kids, pets, family members always at home; can you create a quiet setting, where you are undisturbed; where would your room be, is it easily accessible as some clients cannot navigate stairs; parking, where do clients/students park; how much of your house is on view, can you put up screens to give privacy within your home; bathroom, is there a washroom clients can use; what if a client shows up before you are finished with the existing client, will they have to wait outside in their vehicles until you text them or will you have a waiting area; computer/payments/paperwork, where will this be set up; appointments, how will you book your clients; music, what will you use to play music; do you need seating and desk or table, where will you sit and discuss or coach with clients; where will you display any marketing materials or extra information; will you have any items to sell; how many days of the week are you open for business; water fountain or jug of water for clients or will you offer tea; tissues or wet wipes ready for clients; where will you put their coats/shoes; client intake forms; extra linens and laundry basket where will they be stored; you need a massage table and bedding, stool for yourself, a footstool for a client; lamps for subtle lighting and creating ambiance; cleaning supplies.

## **2 - Set up your own storefront premises,**

Rent your own space and have full access whenever you need it. Do you have to sign a lease, or can you rent month to month? It is not fun to get caught in a lease. Be sure to have 6-12 months' rent at the beginning to give yourself time to build your business and not worry about making enough to pay rent. Expenses for renting your own space may include rent, insurance for the property, liability insurance for you, extra fees for shared costs, for example, cleaning of common areas, and utilities may or may not be included in the rental fee. Additional costs will be for administration, memberships, wifi, etc.

Will you have one room or several rooms that may include a reception area for coats/shoes, room for sessions, office area, storage for linens and administration; will you have any retail and sell some products. Will you have your own or a shared community washroom; is there a lunchroom or common area where you can sit and eat or do you have a sink in your own room to wash your hands or make tea for clients, do you need a fridge. An important element is parking, when you are looking for premises to rent, parking is a major consideration, if you have trouble parking then so too will your clients. Are your premises easy to find, can you give landmarks to help clients find you. Have a look at what other businesses surround you as they will influence your clients; who are your immediate neighbours as sounds/voices do travel; take some time to sit in the space and get a feel for it before deciding on renting it; windows are wonderful to have. If you rent space within an existing building, what are the rules and regulations, if the building is alarmed you will need access codes and a contact person if any problems arise; if you are on your own working, is your building secure, are the outside street doors locked at a certain time; what will you set up for an accounting system to keep records for tax purposes; if you have no clients, can you still work from your space doing paperwork, computerwork or client calls.

### 3 - **Rent a room from an existing spa,**

You take care of booking clients and marketing yourself. Check what laundry services they have on-site; do they provide the linens, or do you have to bring your own? Noise levels are important. Can you hear everyone chatting? Is the music played by the spa suitable for your sessions? Sounds travel, walls can be paper-thin, and noises can be disturbing; quiet is essential. Can you redecorate your room, or can you only add soft furnishings? Be clear on what you are responsible/liable for; can you advertise yourself at their front desk or be included on their website? What facilities or services do you have access to? Is your room locked and secure? What keys or alarm codes do you need? What insurance do you need? What cleaning supplies are there? What parking is available to you? Bathrooms, lunchroom facilities, how many power plugs; do you need extra lighting?

### 4 - **Be a part of a spa and work on a percentage**

Check what rates they offer, sometimes 70/30, 60/40 split. They book your clients and do all the marketing, you just show up for your appointments. This is the least pressure for you if you are just starting out. The downside is that you are on call and have to wait for a booking. It is good practice to say which days you are available and reserve those days for your potential bookings; be clear what you are responsible or liable for; are there opportunities for referrals within the group to promote each others services; is there a cap on \$ earned before the percentage split changes in your favour, in some cases, the percentage stays the same, and as you get busy the cost of being in this setup is more expensive than the cost of you paying your own rent for your own space. This will depend on how comfortable you are working there; sometimes the split changes in your favour based on how long you have been with the company. Be sure to ask what the setup is.

5 - **Pay as you go or share a room,** rent a room when you need it so you are not committed to a monthly fee, this may mean sharing a room with another practitioner which can have its challenges especially when it comes to booking clients; it is possible to have set days so that you can easily book your clients without having to check if the room is free. When you consider a rental by time fee, it can be expensive. Some hotels have small rooms to rent, or be creative in finding a suitable location for your sessions, perhaps a community hall has small rooms for rent.

Make a checklist of all the extra items you would need to take for your own setup, and make sure you bring everything back home with you. Pay as you go can sometimes mean carrying a lot of items to each session and extra time to set up the room each time.

6 - **Mobile services,** where you visit a client's home or place of business.

The zero gravity chairs are good for mobile services as they are lighter and more portable than a massage table. Remember to take a stool for yourself. Consider what you will use to play music. You cannot control this environment as well and may find yourself having to adapt or make do at times. I have been in restaurants, banks, community halls, and homes, all with their own challenges.

Have everything grouped together in bags- admin, paperwork, linens, wet wipes, music player, etc. and keep an inventory list of items you take. You may be fortunate to have a client who is already set up with a massage table, which is awesome. You may charge travel time or mileage, especially if the client does not live close to you.

## BUSINESS ADMIN

**Name of business** – will you go by your own name or create a business name? If creating a business name, make sure it speaks to your business and resonates with who you are. You may register your name or do a nuance check at the registries to see if that name is already in use. A quick way is to Google the name and see who else has something similar, are they in your area or another country. Check social media too and see if that name is in use already. Lawyers are expensive; be certain before you register as a company with a lawyer, otherwise you will have to keep paying for changes. If you are considering creating a nonprofit business or incorporating, you will need to do your homework first to find the best aligned setup. You can test your name by asking friends and family how they feel about it. After a lot of searching, I chose Energy Works because it speaks to everything I do, I teach about Energy and that it really does work, regardless of whether or not you believe it, it is a law of the universe. We are all energy in motion. When I learned Reiki, my teacher kept saying, “Remember, Energy Works.” It is a phrase that stayed with me.

**TAG line** – have a short phrase that helps explain what you are about.

Eg, Energy Works - transform your life. I also use Live Life in Easy Flow or Eolve with Ease.

Ignite Peace Within tag line – World peace begins with inner peace.

We use “ it begins within “ for our fb group and “It starts with the heart” for our fb page.

You could use a specific audience in your tag, helping middle-aged women, helping children with ADHD, specializing in menopause. If you do not want to work with men, make sure you say helping women who....

Hazel Butterworth HB HB

 Energy Works  
Alberta Reiki Centre

 Hazel  
BUTTERWORTH

 Hazel  
BUTTERWORTH

 Hazel  
BUTTERWORTH 

**LOGO** – keep it simple, and ensure it speaks to the essence of your business. Create several options, black, white, coloured, especially if using your name or a font signature.

The font I chose for my initials is very similar to how I write my initials.

Simple images can be used as icons for your social media or for bullet points, I use the

blue infinity sometimes for Alberta Reiki  and the pink heart for Ignite Peace Within 

Many people are using their own names for their business and initials for logos.

Check other businesses, look specifically at their logos, their colours and see what appeals to you.

Be unique, but keep it simple, remember less is more.

**Professionalism is essential**, which means there is a lot of prep when starting a business. Even if you just begin working within an existing spa, you will need to decide on a business name, have a business card and set up your finances.

**Elevator speech** — Be clear on what it is you do, how you help people. What is Reiki, and the benefits of receiving a session? The language you use may vary according to the person you are talking to. Keep your explanation practical. Make sure you can explain clearly and concisely.

Never make claims that you can heal anyone; the only person you can heal is yourself.

### **Mission, Vision, Values,**

- Choose words/phrases that help explain your business and yourself.

How do you see yourself and your business? What is your vision for growing your business? What are your values? These will help keep you on track and guide your every business transaction.



**Business Cards.** Even though we are in a high-tech world, business cards are still valuable; they are an easy way to give someone your contact information. Utilize all the space on the front/back of the card. A card should have your photo because people remember faces before names, plus a message of HOW you can help someone, not just contact details and a list of certifications, a message is more informative. Clients want to know what you can do for them.

Vista Print is a popular source. BE SURE TO EDIT more than once and proofread more than once, before you send your project to print. Sale prices are soon lost when you receive your printed version, complete with spelling or punctuation errors. Avoid ordering large volumes when you first begin. Make sure you are comfortable with your design and layout. It is possible that you change your mind a few times as your business grows. Do not include your address unless you can accommodate people just showing up anytime.

**Post Cards.Flyers.** These offer more space for advertising, adding images, and extra information. QR codes are very effective.to direct potential clients to a website or to a sign up and book platfor.

Postcards with their glossy fronts are often more attractive than paper three-fold flyers.

# COMMUNICATION, reaching your audience

How will people find you?

How can they reach you?

How can they see you, hear you, get to know you.

Why would they choose you?

## Website

– check to see if your name .com or .ca are available. It might be prudent to register your own name even if you do not build a website yet. To start out one page is all that is needed, so that you can put your bio, what you do and how people can reach you, email, ph# social media etc.

When you are ready to build a site, prices vary a lot. There are some that start off reasonable but as soon as you start adding extra functions the costs rise considerably, check pricing before registering. Square.com is pretty good. Some people use GoDaddy or WIX to begin with. If you are not techy keep it simple. If you know someone who can build your site, choose someone you can contact easily. Each time you want to change a word, phrase, image on your site you will need to pay for their time, be sure to check their pricing for any changes going forward. I like to be able to change information myself, so my web guy gave me access to basic things only so I would not mess up the functionality of the site. I leave the real techy stuff to the experts in that field.

## Social Media

– decide which platform to start with and grow your business. It is tempting to create a page on many platforms, but that can be very time consuming to maintain them all and to post on them all. Where does your audience hang out, start there. FB, Instagram, Linked In, all seem to be popular. Twitter, telegram, pinterest, tic tok, etc.

## Email provider

.- Gmail is easiest way to create a new email, however, for some business applications, a name @businessname.com or ,ca is needed. If you have a website, you may have an option to create your own email through the site. I have [Hazel@albertareiki.com](mailto:Hazel@albertareiki.com) as my business email. Creating an email dedicated to your business will help keep business emails out of your personal emails or your general capture email that you use when you opt into freebies on the net.

Mailchimp or mailer light are good to start with for creating email campaigns or newsletters. It is good practice to start collecting emails of your clients if they are willing to give it to you.

Privacy laws require you to have permission to email a client. On your registration form you can have a section asking for their emails and permission to send an occasional newsletter.

## **FINANCES. SCHEDULING**

**How will you keep track of money?**

**How will you keep appointments organized?**

**Finance set up** – set up a regular checking bank account to keep your business monies separate from your own personal finances. This makes life much easier when keeping track of sales and for tax purposes. At the beginning, you do not need to set up a specific business account; they charge enormous amounts for transactions and services. You may also want to set up a credit card to use for online payments needed to set up all your business programs. Decide what service you will use to take payments. E-transfers work well, credit cards charge fees, and PayPal charges fees. Link them to this bank account so the payment will go directly to it. All your statements will be for your business. Use this account for all your purchases and monthly fees needed to operate your business. Hire an accountant to do your taxes; they will ensure everything is done correctly.

**GST** - you do not need to set this up, but if you are setting up premises and buying a lot of equipment, check with an accountant, as you will be able to claim GST paid. Ensure you keep track of all GST collected, as you will need to pay the government at year's end. You will get a business number and be registered as a bona fide business. Once you have set it up, you have to keep it going, so be sure it is something that is aligned for you.

**Costs** – keep them low at the beginning, it is very easy to sign up for services, but they can be costly each month. Choose your services wisely, do your research, and only sign up for what is ESSENTIAL

It is more important to build your business as you grow your clientele.

If you are renting premises, make sure you have at least 6 months' rent and expenses so you do not have to panic about how many clients you are seeing.

It takes time to build a business; be patient, be diligent, be dynamic.

**Calendar** – for booking appointments and scheduling your time. Square.com is a good source, you can create a landing page for clients to book appointments, a payment page to process credit cards, plus create invoices to send to clients. Google Calendar is a good way to keep all your appointments as it is free. Calendly is another option for starting out. Jane is another option. Allow time in between clients to change linens, make notes, and take five for yourself. When scheduling an hour appointment, does that include time for registering and time for feedback if so, the table session may only be 40 mins. If you are giving an hour session, make sure you schedule your sessions for 90 mins to allow extra time for meet and greet and feedback. Be diligent with time; clients may only have that hour for their appointment with you. If you feel you want to talk longer, ask the client if it is ok to spend a few more minutes with you. I have gone longer not realizing a client was being picked up, and someone was waiting outside for them.

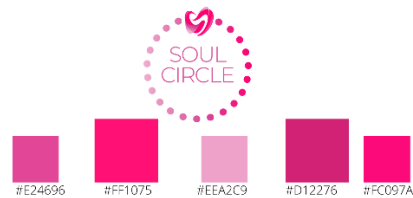
# BRANDING

## Canva

– one stop shop for creating all your designs, social media posts and banners.  
Canva Pro is brilliant. I use this for everything. I create all my banners for social media, posts for social media, workbooks and PDFs for students, and short videos for advertising. I love being creative and spending many an hour creating projects.  
Pro is essential as it allows you access to many more images.

## Branding -

### Sample of Ignite Peace Within branding.



Choose your colour theme, generally 3- 5 colours, create a colour palette and always include these colours in everything you create. Some colours will be accent colours only, perhaps black or gold.

Choose the fonts you like, create a page with the names and samples for reference.

Choose fonts for headings and content that is used for formal letters or creating documents.

Choose fun fonts for fb posts and social media. There are numerous fonts; if you find one you like, make a note of it to save you hours of searching.

Create one sheet or folder with all this information for easy access.

## **Advertise your Practice**

Business cards are the first step. Word of mouth is precious; people talking about their experiences speaks volumes. From day one, collect feedback and ask permission to use it. Flyers or postcards are a good idea to have handy, as they share more information about you.

Beginning your Reiki Practice in your home may or may not be a good idea, depending on your setup. Interruption to family members or from family members or pets can be disruptive. Ask your family and friends to help promote you, or for ideas about where you can advertise your services.

Complete consent forms and keep a mailing list, you can send out information about upcoming events, or updates on Reiki.

Every chance meeting is an opportunity to speak about how you help people. Hi, I am Hazel. I love teaching about Reiki and self-awareness. This opens a door, two things may happen: they say that's nice, or they ask you more questions. It can be a natural conversation anywhere, anytime.

Visit with successful entrepreneurs and ask them for tips on how they got their business up and running, and what works well for them. Most are willing to give you at least one or two suggestions.

## **Exchange Treatments**

One way to let people know about your services is to exchange with other practitioners and learn more about their services, then offer to refer clients to them, or ask them to refer clients to you.

Make sure that you are comfortable with what you will receive in exchange, and that there is a fair exchange of value. If exchanging services all the time, there is no money to be made, which means bills will not get paid. It is good practice for practitioners to pay each other for every session, so there is no quibble about pricing. Some practitioners give 10% discount both ways, or a dollar figure discount, or simply choose not to tip each other. From a business perspective, paying is always fair.

## **Suggestions to create awareness for your business**

Give Impromptu demonstrations

Offer a Free Reiki session to allow a person to experience Reiki.

Offer Reiki as a Public Service by volunteering.

Deliver Talks on Reiki, for a donation, honorarium fee or speaking fee.

Cultivate the Media by creating social media platforms.

Become a Licensed Practitioner, join an affiliation.

Join networking groups.

Take part in wellness fairs.

Volunteer at the Cross Cancer Institute if this is the field you wish to work in.

Assume Success, and be confident in your own Reiki practice..

TESTIMONIALS ask for them, get them in writing,

## Tips for a trade show, events or wellness fairs.

### Events

Always consider what the investment or cost is to participate in any opportunity.

What opportunities will it give you?

How will it help the audience?

What is the reason or purpose for this event?

How will you measure the success?

What is your intention for participating?

**Make an inventory of everything.** Remember, everything has to be carried into the venue; make sure you use suitcases on wheels or have a dolly to wheel the big items on. Electricity costs more; make sure you have power bars and extension cables for your lamps. Battery candles work well. Have tablecloths to cover your tables overnight.

Take water bottles and easy snacks.

Have a set of drawers on wheels to go under your table, to keep forms, flyers, pens, duct tape, scotch tape, scissors, etc., a place to catch all small items or information from the organizers or other booths.

Dollar store metal shower hooks are great for hanging banners on the booth rails.

Set out your layout before you go, mark out an area, and do a floor plan.

Booths are very small; allow yourself room to move around. **Keep your booth simple.**

**Take photos once set up.** Decide if you are going to give sessions or just promote yourself and talk to visitors to your booth.

If you are going to give sessions, see if you can find a volunteer to talk to people or share the cost of the booth with another practitioner who is aligned with your business.

Foam mats for standing on, concrete is brutal for your legs.

A bag for garbage. Tissues, wet wipes.

**What is your CALL to ACTION?** Do you want people to book a future session with you or purchase a future session at a discount because they have visited you at the booth, do you have products to sell, gift certificates to sell? If they book today, they will get promotional pricing, having wifi is essential unless you have a good data plan on your phone. Google calendar works well for this to capture clients` info, and book sessions on the spot.

Ballot slips if you are having a draw prize, a box to tick for permission to add them to your email list.

Being close to a stage may seem like you will get a lot of traffic, but it is noisy and can be overcrowded in front of your booth. Set up as early as you can, in case of unexpected challenges.

## Speaking events

This is a great way to showcase yourself. I have done many events, from small intimate audiences to keynote speaker for 450 women. From donations and honorariums to highly paid. Each has their challenges but there are some key points to remember. Know your subject, It is ok to have a check list to keep you on track but I prefer not to be scripted. I have to work intuitively and from the heart, have ways to engage your audience, even if just a hands up to say yes that's me, or have them close their eyes and think of something. Whats is your title and key points you want to share. What aha do you wish them to leave with. I use a picture story board sometimes to keep me on track. I could quite easily talk for hours because I am so passionate about my work, but I do have to have a specific topic to talk on for each event, unless it is a very casual intimate occasion where it is more discussion and Q&A.

**CALL to Action**, if it possible to advertise yourself. Some events do not allow any advertising.

Have business cards and info set up on a table if it is allowed.

Be available for questions after the event, if possible, to meet the audience personally.

Wear comfortable shoes and clothes, No large pattern prints that are hard on the eyes.

have a water bottle close by and a tissue tucked away. Ask for a microphone, I speak very quietly so need one. If using PowerPoint, have a hard copy in case of emergency. Be

prepared to talk without it. Have a friend video you if it is allowed, it helps with feedback for yourself, or take photos of the event to use in your own advertising and to validate you were a speaker. Get feedback from the organizer, sometimes they share feedback from the audience. Ask if you can have a table set up with your info for the audience to pick up for themselves.

## Questions to ask the organizer when being asked to speak

What is the event. What is the fee.

Have an idea of what you would charge for a small event or large event.

What are they looking for from you, sometimes they ask you to speak to a specific topic, or they have heard about you and are open to have you choose your topics.

How many people are they expecting at the event.

Is there a stage, microphone etc, what is the set up.

How long do they want you to speak for, and what time would you start.

Can you have a table at back of room for your information.

How many other speakers will there be or is it just you.

What is the schedule for the event. It may be a full day or weekend event.

What time do you have to show up for the event, some like you to be there for the whole event, others say show up an hour before you speak. Contact information, who is your contact person, who do you report to on the day of the event.

Confirm in writing, plus confirm day before event in case anything has changed.

Can you stay after and visit with the audience, some invite you to meals and to join in the event. Do they need a door prize.

## **Professionalism, Integrity, and Authenticity are essential.**

It is necessary to have liability insurance when establishing a bona fide business practice. Lackner and McLenan or Wawanesa offer liability insurance; check around for other companies.

All wellness centres require that you be personally insured,

If you are going to offer mobile services, most corporate companies insist you have coverage to be on their premises.

You will need to check with car insurance if you are travelling further afield.

Belonging to an Association also gives you professional credibility as a practitioner.

Getting a Gst number also shows you are a registered business.

This is an option if you earn less than the allowed amount earned before having to have a gst #

This has been helpful for me for when I had to prove I was a legitimate business.

## **Ethics**

**Two Reiki Associations are IARP, and CRA.**

**IARP** - International Association of Reiki Professionals,

**CRA** - Canadian Reiki Association

Both offer liability insurance but are very different in their philosophy.

**IARP** is more contemporary and covers more complementary modalities.

**CRA** is more policy-regulated, old school fear-thinking.

## **CRA**

To be considered a practitioner, a student must have practiced for 12 months and completed the required number of case studies.

Proof of certification, copies of practicum hours, and completed case studies must be sent together with the application to become a member of the Association.

Check out their website for further details...

## **Liability**

can also be covered by NHPC, there is a branch located in Edmonton

Natural Health Practitioners of Canada. This group is more about massage, and requires that you continually take courses in order to keep your membership valid.

IARP also have an option for insurance.

Do your research first before choosing your own insurance provider.

# **The Canadian Reiki Association**

## **Membership Application for Registered Practitioner Level**

Box 54570, 7155 Kingsway, Burnaby BC, Canada V5E 4J6

T: 1.800.835.7525 or 604.669.9049 ~ F: 1.866.734.4540

Internet – www.reiki.ca ~ Email – membership@reiki.ca

### **Membership Year: August 1<sup>st</sup> – July 31<sup>st</sup> ~ Membership Fee: \$50.00**

From April to June membership fees are half the membership fee

Style/s of Reiki you are practicing: Usui Jikiden Unified Gendai Threshold Usui-Do

Usui-Do Tera-Mai Radiance Karuna Komyo Reiki Kai Other \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Web: \_\_\_\_\_

Level I Certification Date: \_\_\_\_\_ Number of Hours in this class: \_\_\_\_\_ (minimum of 8 hours required)

Reiki Teacher's Name: \_\_\_\_\_ Teacher's Phone #: \_\_\_\_\_

Teacher's Email: \_\_\_\_\_ Teacher's Web: \_\_\_\_\_

Level II Certification Date: \_\_\_\_\_ Number of Hours in this class: \_\_\_\_\_ (minimum of 8 hours required)

Reiki Teacher's Name: \_\_\_\_\_ Teacher's Phone #: \_\_\_\_\_

Teacher's Email: \_\_\_\_\_ Teacher's Web: \_\_\_\_\_

Level III Certification Date: \_\_\_\_\_ Number of Hours in this class: \_\_\_\_\_ (minimum of 8 hours required)

Reiki Teacher's Name: \_\_\_\_\_ Teacher's Phone #: \_\_\_\_\_

Teacher's Email: \_\_\_\_\_ Teacher's Web: \_\_\_\_\_

Master Level Certification Date: \_\_\_\_\_ Number of Hours in this class: \_\_\_\_\_ minimum of 12 hours required)

Reiki Teacher's Name: \_\_\_\_\_ Teacher's Phone #: \_\_\_\_\_

Teacher's Email: \_\_\_\_\_ Teacher's Web: \_\_\_\_\_

Where did you hear about the CRA: \_\_\_\_\_

**In order for this application to be considered for review, the following forms must be completed and signed, and returned with this completed application:**

**Code of Ethics**

**Disciplinary Action Policy Form**

**Practicum Form (for new Level 1 students)**

**Case Study Report Forms** (for "Lay" Practitioners who have graduated from Level I, II, III and/or Master Level and who have been practicing for a minimum of one year)

**Copy of Reiki Certificate for each level listed on this application and for each style of Reiki listed on this application**

**Office Use**

Date

Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ MM DD YY Membership Number: \_\_\_\_\_ Amount Rec'd \$ \_\_\_\_\_

**The code of Ethics is very long, very old school, and based on fear...**

## **The Canadian Reiki Association Code of Ethics (Must be signed by ALL Members)**

1. **The health and well being of the client/student is the prime consideration of the member.**
2. **The client is entitled to truth, confidentiality, and the respect of their human dignity.**
3. **The client has the right to accept or refuse any form of treatment.**
4. **Members shall not refuse a client** on the basis of sex, race, religion, sexual orientation, or political belief. However, notwithstanding this clause, members reserve the right to refuse a client for reasons of personal safety and/or other reasons, which do not contravene the aforementioned item.
5. **Members should retain accurate and up-to-date records** on their dealings with the client. These records should be maintained in a secure location and must be considered confidential. No information contained within the records should be released without the written consent of the client.
6. **Members shall dress in a professional manner** conducive to the holistic service being provided and be neat and clean in his/her own personal hygiene.
7. **Members shall ensure that their professional conduct is beyond reproach.** They shall not take physical, sexual, psychological or financial advantage of the client. They must not interfere in the client's personal affairs.
8. **Members shall not practice or teach Reiki** if they are in any condition, which compromises the quality of their services, such as inebriation, or if their mental faculties are lessened for any reason whatsoever and they shall never offer liquor to their clients.
9. **Members will never ask a client to disrobe** and will not allow such action to take place, nor will the member touch the genital area or anal area or the breasts or areola of their client, nor will the client be allowed to touch the practitioner in such a manner.
10. **When the client has given permission for “hands on” therapy**, members shall use light hand pressure when placing hands on the client's body. There will never be a need to rub or manipulate of any body part. If the client has not given permission for “hands on” therapy, the member will complete the entire Reiki session with hands above the body at all times.
11. **Members shall not refuse or withdraw services without justifiable cause.** Such reasons include but are not limited to conflict of interest between the member and the client that jeopardizes the professional relationship or illegal or unjust or fraudulent actions taken or proposed by the client.
12. **Members must recognize their limits of competence** and must not undertake issues for which they have no training. Members will not claim that Reiki can cure, nor will they diagnose any medical problems or prescribe, nor will they ever advise a client to stop taking medications, unless qualified to do so. When it is in the client's interests, members should refer the client on to another practitioner or organization that has the training appropriate to the client's needs.
13. **Members should continually make an effort to improve their knowledge** and professional skills. They should also encourage the public to

become educated and informed about the practice and teaching of Reiki and about the development of a health-enhancing lifestyle in general.

14. Teaching members should not encourage the practice of Reiki by persons who are not competent or who have insufficient training or certification. They should not grant certificates of attendance or competence to anyone whose skills and/or ethical conduct they have a valid reason to doubt. Teaching members should report any such cases to the CRA.

15. Members are responsible for reporting any member of the CRA who does not respect this code of ethics. This requirement aims to ensure the protection of the public interest and also to protect the good name and professional reputation of the CRA.

16. Members agree that failure to abide by the terms, conditions, and stipulations of this code of ethics **will** leave them subject to action, whether legal or other, by the CRA. Action may include but is not limited to: temporary or permanent suspension of membership, public notification of a member's transgression, and/or suspension of membership, legal action. **In addition, members understand that breaching any or all of**

**code numbers 7, 8, 9 and 10 will result in immediate termination of their membership.**

17. Members acknowledge that a code of ethics cannot cover every case of what is ethical and what is not. Therefore, it is understood that members must behave in accordance with the ethical standards of the province and country in which they reside.

18. It is understood that the CRA is hereby saved harmless from liability of any kind whatsoever for the actions or lack thereof of its Registered Practitioners and/or Registered Teachers in fulfillment of their association membership. I have completed the CRA Membership Application form accurately and honestly and I agree to abide by the CRA Code of Ethics listed on this form. I understand it is my responsibility to abide by any local or Provincial laws and rules, if any, regarding Reiki as well as any other complimentary integrative modality that I practice. I have no knowledge of any incident, suit, pending claim or license revocations or ethics hearing violation against me. I have never been the subject of any investigation in connection with any sexual misconduct or act, molestation or assault. I attest that no issued documentation for licensing, certification or registration has been revoked and no disciplinary action is pending against me in relation to my trade's specialty. I attest that I have completed all of the required training and certification for Reiki and the integrative modalities I have listed on this application and that I practice. I understand my signature is considered legal and binding and that it verifies I have completed this form completely and honestly.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

**Reference Authorization – RP and RT ONLY**

**IARP**, has a much more forward-thinking approach to their Association and Ethics Check out their website for more information on the extra services they offer.



## IARP Code of Ethics for Reiki Practitioners and Reiki Master Teachers

### IARP Code of Ethics

The Registered Reiki Practitioner (RP) / Registered Reiki Master Practitioner and Teacher (RMT) agrees to:

- 1. Abide by a vow of confidentiality.** Any information that is discussed within the context of a Reiki session is confidential between the client and practitioner.
- 2. Provide a safe and comfortable area for sessions or classes** and work to provide an empowering and supportive environment for clients and students.
- 3. Always treat clients and students with the utmost respect and honor.**
- 4. Have a pure and clear intention** to offer your services for the highest healing good of the client and highest potential of the student.
- 5. Provide a brief oral or written description** of what happens during a session and what to expect before a client's initial session. Provide a clear written description of subjects to be taught during each level of Reiki prior to class and list what the student will be able to do after taking the class.
- 6. Be respectful of all others' Reiki views and paths.**
- 7. Educate clients/students on the value of Reiki** and explain that sessions do not guarantee a cure, nor are they a substitute for qualified medical or professional care. Reiki is one part of an integrative healing or wellness program.
- 8. Suggest a consultation or referral for clients to qualified licensed professionals (medical doctor, licensed therapist, etc.) when appropriate.**

**9. Never diagnose or prescribe.** Never suggest that the client/student change prescribed treatment or interfere with the treatment of a licensed health care provider.

**10. Be sensitive to the boundary needs of individual clients and students.**

**11. Never ask clients to disrobe** (unless in the context of a licensed massage therapy session at the client's option). Do not touch the genital area or breasts. Practice hands-off healing of these areas if treatment is needed.

**12. Be working to create harmony and friendly cooperation** between Reiki Practitioners/Master Teachers in the community and represent the IARP in a most professional manner.

**13. Act as a beacon in your community by doing the best job possible.**

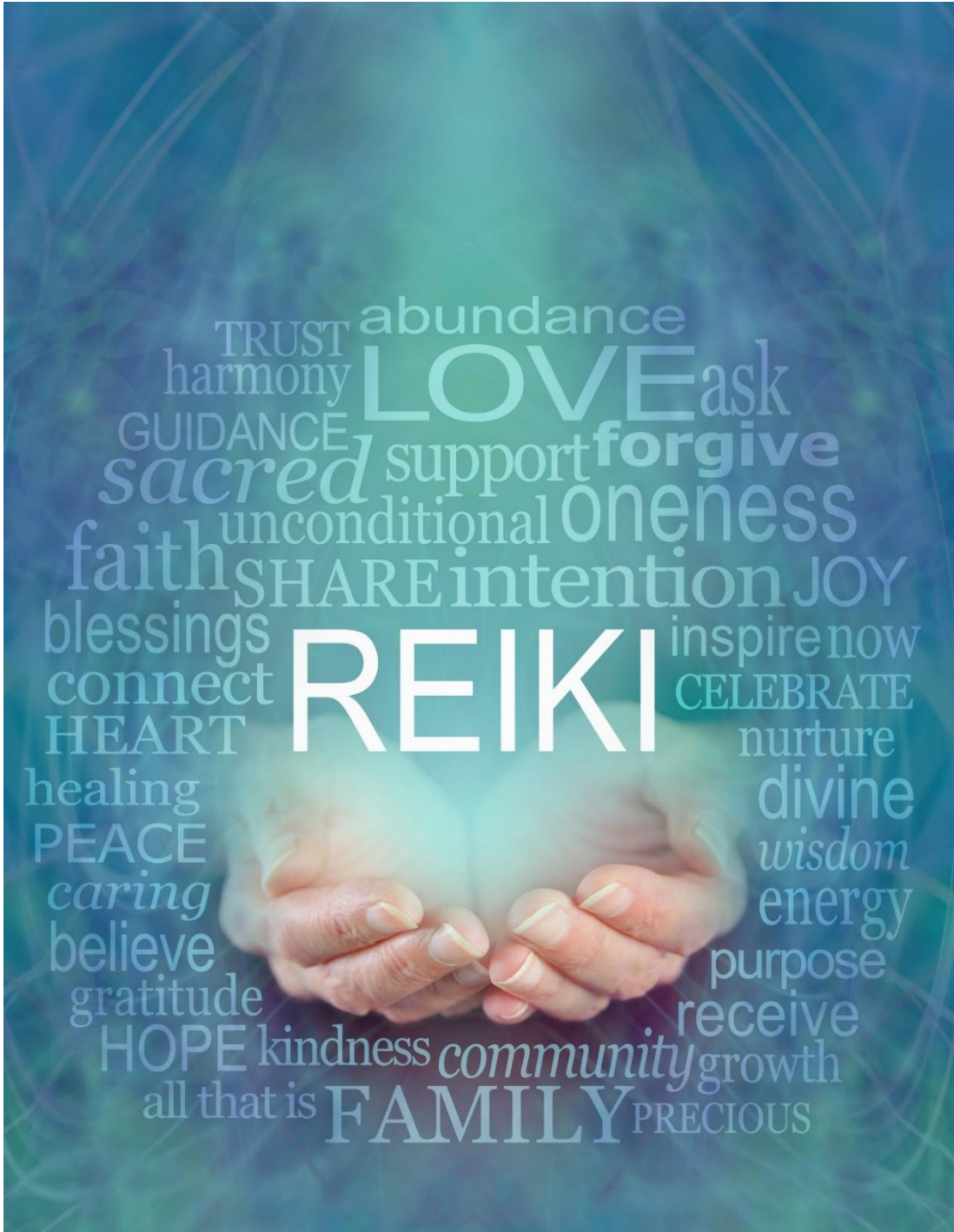
**14. Work to empower your students to heal themselves** and to encourage and assist them in the development of their work with Reiki or their Reiki practices.

**15. Be actively working on your own healing to embody and fully express the essence of Reiki in everything that you do.**

IARP Registered Reiki Practitioners and Teachers strive to provide the highest quality Reiki experience and abide by the IARP Code of Ethics.

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Reiki is LOVE.



# Whats next?

## **ACTION –**

### **1 - Create your own list of Ethics and values**

### **2 - What are your statements for the following?**

**Mission**

**Vision**

**Values**

What is important to you, and how do you operate your business?

How do you wish to treat your clients?

Will you provide a safe, comforting environment for your clients?

How do you want them to feel?

### **3 - Have a clear vision and message**

Why do you do what you do?

Who do you want to help or work with?

Some prefer to work with ladies only,  
children, teens, seniors, or men).

Some prefer to work with a specific profession  
like nurses, corporate, or sports

Some prefer to work with a specific condition  
like anxiety or abuse.

### **4 – Start up your business**

**Reiki is Remembering  
who/what you truly are.**



Reiki is INFINITE and LIMITLESS LOVE.

Wishing you much success  
in your business  
and personal growth

May Reiki empower you to  
stand tall and strong,  
and be the person that  
YOU are meant to be...  
YOUR TRUE AUTHENTIC SELF

May Reiki help you to balance  
every aspect of your life,  
and bring you PEACE, JOY,  
VITALITY, and BLISS

May Reiki infuse LOVE and KINDNESS  
as you help others and  
as you serve humanity.

The power of Reiki lies in its simplicity.  
Let's keep it that way.

  
Hazel  
BUTTERWORTH



