

## **Introductory information ~ welcome to Harmony4Life Therapy!**

Below is some information on the Self Assessment Package and working together. Please take the time to read all of this and let me know if you have any questions.

### **Self Assessment Package**

If you complete any of this please return via email 48 hours before the session in Word document format. This is just so that I can use it to prepare for our session.

If you can't get this done in time for the first session don't worry it will be useful at a later date anyway. All information will of course be treated as strictly confidential.

### **Sessions and feedback**

Sessions take place at **13, Coleridge Vale Road South, Clevedon BS21 6PE**. In case you have not been before Clevedon is just off the motorway and free street parking is always available. Please note if you're not using a satnav or Maps there are other Coleridge Vale Roads- North, West, East; make sure you are in South! Any problems finding it give me a call or drop me a text.

### **Session preparation**

Our sessions are designed to get you from where you are today to where you want to be. To get the most out of our time please try to think about what you want to focus on in each session, e.g. steps to regain confidence, what to do in high stress situations.

I have included some specific questions on page 2 of the Self Assessment Package to help pin down a focus for our first session. Don't worry if it's too difficult to answer these; if it's better for you we can work together on this when we meet.

### **During and between sessions...**

Please share with me your stories, feel good moments, disappointments and anything else relevant. Please use email to do so and if it's urgent message via text or WhatsApp.

I would also love to know any thoughts on your coaching experience. I want to know about what works and anything that could be improved or simply isn't for you.

I want to set a coaching pace and homework that is effective for you. If at any time you are not comfortable with anything please let me know immediately so that I can change things to suit you.

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### **Payment**

In person sessions are 90 minutes (£90); please pay for these in cash on the day.

Video call coaching sessions are 60 minutes (£65).

Telephone call coaching sessions are 60 minutes (£60).

Walk Talk therapy sessions are 60 minutes (£60).

### **What you need**

You may benefit from having a specific notebook or at least a folder to keep all your notes together.

As you go along please try to make a note of all tools that work for you on a separate page; hopefully you will find these useful for years to come.

### **Final note**

Please give 48 hours notice, if you wish to postpone any session, by texting, messaging by WhatsApp or calling (**I am not always able to pick up e-mails**); otherwise you may be charged the full cost of a session.

### **Summary of actions**

Please note it would be much appreciated if the following are done **48 hours in advance** where appropriate:

1. Complete the Self Assessment Questionnaire and email it to me in Word format (optional)
2. Send a text, WhatsApp message or call if you need to cancel or postpone a session

*Thanks for taking the time to read this. I look forward to working with you soon.*

*Best wishes,*

*Claire*