



Chapter 1: Welcome and Recap

Last class, we focused on *Healing on a Spiritual Level*. We explored how Reiki supports spiritual growth by helping clients reconnect with their higher self, intuition, and life purpose. We discussed techniques to clear energetic blockages and restore spiritual alignment, using tools like guided visualizations, affirmations, and intention-setting with your clients. These techniques can also apply on ourselves.

We also looked at how to ethically support clients during their healing process and spiritual transitions—respecting their beliefs, maintaining boundaries, and encouraging self-empowerment without imposing our own views.

Tonight, we begin **Module 2: Professional Clinic Practice**. In this module, we'll focus on building the skills needed to work in a professional setting—creating safe, ethical, and supportive environments where clients can heal and grow. This is a key step in becoming a confident and grounded practitioner. Here are the specific topics we will cover tonight:

Conducting Healing Sessions:

- Performing **professional Reiki sessions**
- Advanced **hand positions and techniques**
- **Self-care practices** for practitioners

Professional Practice & Ethics:

- Ethical guidelines and **client communication strategies**
- Importance of **consent, boundaries, and confidentiality** (HIPAA considerations)
- Creating a **safe and supportive healing environment**

Communication & Client Education:

- Educating clients and **explaining Reiki effectively**
- **Maintaining professional boundaries**
- Supporting clients' **spiritual growth with integrity**

Chapter 2.1 Conducting Healing Sessions – Performing professional Reiki sessions

Performing Professional Reiki Sessions

Before the Session:

- Always remind the client of their appointment via phone call or text message, preferably 12–24 hours in advance.
- Prepare the treatment room or healing space at least **15 minutes before** the appointment:
 - Ensure clean linens, a fresh pillowcase, blanket, and a cushion to support the knees. Use a footstool if your table is high.
 - Provide water for the client.
 - Have a comfortable chair for yourself, and a cushion to support your arms if you choose to sit during the session.
 - Play soft background music **only if the client prefers it**. Choose music your client will resonate with. Some spiritual or high-vibrational music (e.g., Native American drumming) may feel overwhelming for clients who are not used to such energy.
- Maintain at least **15 minutes of breathing space** between sessions:
 - Use this time to ground yourself and come into balance on all levels—physical, emotional, mental, and spiritual.
 - Clients can sense if you are anxious or ungrounded, which may affect their healing experience.
 - Clear the space and set a healing intention before the client arrives. Use Reiki symbols or other methods as appropriate.

During the Session:

- Greet your client warmly but avoid lengthy conversations. Ideally, aim to have them on the table within five minutes to maximize session time.
- Allow a few minutes for the client to settle in and build rapport. With practice, you will become more efficient in this process.
- Ask if the client would like to use the bathroom before starting.
- Assist the client onto the table as needed and offer a blanket for comfort.
- For one-hour appointments, **reserve 5 minutes before and after** the session for settling in and post-session discussion.
 - If the client arrives late, adjust the session time accordingly but maintain professionalism.

- **Set a timer** to ensure the session stays on schedule and allow **at least 10 minutes at the end** to ground the client.

(A) Personal Process for Beginning the Session

Whether in person or remote, the following is a personal step-by-step process used to begin the Reiki session with intention and reverence:

- **Set your intention** to begin the healing work, affirming that you are grounded, centered, and in a neutral space.
- **Begin Gasshō at heart level**, inviting the Reiki energy to flow and bringing yourself into alignment. This marks the beginning of the *Three Pillars*.
- **Prepare the space:**
 - If not done prior to the client's arrival, do this while they are lying on the table.
 - Draw, chant, visualize or mentally repeat the **Choku Rei** and **Sei He Ki** symbols in all six directions to address both energetic and mental/emotional layers.
 - Follow with the remaining Reiki symbols including Hon Sha Ze Sho Nen to transcend time and distance. Dai Ko Myo to further amplify the energy.
 - Set the intention for the energy to flow not only into the physical treatment area but also into the client's space in remote sessions—creating a safe, loving container for healing.
- **State the intention** for the session based on the client's request, always adding that the healing be for the **highest good** of the individual and all involved. At this point, hands may move to the third eye, entering the second step of *The Three Pillars*.
- **Surrender the process to Source**, God, or the universe—whatever resonates with you—offering trust in the wisdom of Reiki. Give thanks for being able to channel the energy in service to the client's healing.
- **Express gratitude** for the presence of Archangels, Angels, Guardian Angels, Guides, Runners, Reiki Deities, and High Vibrational Light Beings who are working to support the session.
- **Begin the session**, transitioning into the final step of *The Three Pillars*.

(B) General Guidelines During the Session

- Observe the client's response to Reiki:
 - Some may fall asleep, while others might be anxious or fidgety. Gently help the client find a more comfortable position if needed.

- If the client becomes chatty, respond with gentle, short, and reassuring answers in a soft tone. Encourage quiet to preserve the depth of the Reiki experience.
- If you're still gaining experience:
 - Start every session with Reiki on the **crown chakra for 10–15 minutes**.
 - Stick to **hands-on positions** as taught in your training. Intuitive refinements come with feedback and practice.
 - As you gain confidence, begin to integrate techniques such as **Byosen scanning** and other Reiki tools with sensitivity and discernment.
- If the client wakes up before the session ends, **complete the session as planned**, unless they ask you to stop.
- If a client asks to stop mid-session:
 - Respect their request immediately.
 - Ask gently: *"Are you feeling uncomfortable? Where do you feel it?"*
 - Comfort the client by explaining what may have occurred energetically, helping them feel safe and understood.
- At the end of the session:
 - **Ground the client** fully before disconnecting.
 - Gently **swipe the aura, seal the energy**, and **disconnect completely**.
 - Finish by lightly tapping the client's shoulder and letting them know the session has ended.
 - Invite them to sit up **only when they feel ready**.

After the Session

- Be patient: Some clients may need several minutes to fully wake up. With experience, you'll learn to recognize which clients need more time to reorient.
- Offer time for **Q&A** if the client has questions or would like to discuss their experience.
- Ask if they would like to **schedule a follow-up session**, and have your calendar ready to book it conveniently.

Chapter 2.2 Advanced hand positions and techniques

Hand Positions and Techniques Used in Reiki Sessions

General Guidelines

While traditional Reiki hand positions cover the major chakras and body systems, **more advanced practitioners often adapt their techniques intuitively**. As a beginner, we recommend that you focus on consistent **hands-on practice** to build confidence in working with the energy and interacting with clients effectively.

Clinic Protocols for Hand Positions

40-Minute Sessions (Training Clinic Setting):

Students generally follow a simplified structure:

- 10 minutes on the Crown chakra
- 10 minutes on the Heart chakra
- 10 minutes on the Sacral chakra
- 10 minutes on the Feet (grounding and integration)

This layout helps students build a foundational understanding of energy flow through the body, while addressing **key energetic and emotional centers**.

This sequence supports alignment from the spiritual (crown) to the emotional (heart), creative (sacral), and grounding (feet) centers, promoting a balanced and holistic session.

60-Minute Sessions (Private Practice Setting):

Experienced practitioners may adjust hand positions based on the client's needs. A typical flow might include:

- **Start at the Crown chakra**, often spending **up to 20 minutes** depending on what the client requires.
- **Shoulders:** approximately **10 minutes**, especially for clients holding tension.
- **Torso (solar plexus, sacral, root):** flexible, based on energetic feedback or client symptoms.
- **Grounding at the Feet:** allow at least **10 minutes** at the end to integrate the session.

Practitioners may also incorporate intuitive guidance or energetic scanning to determine areas of focus rather than adhering strictly to a time-based sequence.

Advanced Techniques

As you grow in your practice, you may begin incorporating the following advanced techniques:

- **Byosen Scanning:** Feeling for energetic disturbances (heat, tingling, pulsing) to guide hand placement.
- **Reiji-Ho:** Spirit-guided technique where the practitioner intuitively allows Reiki to flow where needed.
- **Gyoshi-Ho:** Sending Reiki through a soft, defocused gaze.
- **Koki-Ho:** Sending Reiki with the breath, often directed at areas like the head or chest.
- **Distant Healing:** Using the **Hon Sha Ze Sho Nen** symbol to send Reiki across space and time. Some clients benefit from this approach as the absence of physical contact can reduce distractions.
- **Hands-off Techniques:** Applied in sensitive areas like the eyes, heart, and pelvic region to ensure comfort and energetic respect.
- **Work on Minor Chakras:** Including knees, ankles, palms, and the **thymus** (a key immune system gland located between the lungs) for targeted energetic or physical support.

More advanced techniques and practices will be introduced in a later class, after you gain confidence in foundational methods.

Use of Reiki Symbols in Sessions

Symbols may be activated silently or with their associated mantras to amplify energy and intention:

- **Cho Ku Rei** (Power Symbol): Intensifies energy and is often used at the start and end of sessions.
- **Sei He Ki** (Emotional/Mental Symbol): Supports healing of emotional patterns and mental stress.
- **Hon Sha Ze Sho Nen** (Distance Symbol): Enables remote healing and transcends the limitations of time and space.
- **Dai Ko Myo** (Master Symbol): Facilitates deep spiritual healing and is commonly used during attunements.

Tibetan Reiki Symbols (used in some lineages):

- **Tibetan Dai Ko Myo:** Like the traditional Master Symbol, taught by some Reiki Masters including William Rand.
- **Tibetan Fire Serpent:** Used to align and awaken the chakras, typically drawn along the spine.

Note: Use of symbols should always be guided by clear intention, appropriate attunement, and with deep respect for their purpose and lineage.

Chapter 2.3 Self-care practices for practitioners

Self-Care Practices for Reiki Practitioners (When Working with Clients)

From Session Start to Finish

Enter with the Right Mindset

Remind yourself: *You are a conduit.* Let Reiki do the healing without attachment or judgment.

Protect Your Energy Field

Use Reiki symbols to shield yourself.

Visualize a protective layer of white light or a bubble around you—**only love flows in and only love flows out.**

Stay Relaxed and Friendly

Even if a client arrives with negative energy or an unpleasant attitude, **don't take it personally.** That is often why they've come—to heal.

Be a calm, kind presence, and listen with compassion.

Practice Energetic Detachment

If a client emotionally “dumps” on you, stay present and grounded.

Imagine you're in a bubble of light. Let their words pass through without taking them on.

Always disconnect from the client energetically at the end of the session using your learned techniques (aura brushing, symbols, hand washing, etc.).

Cleanse Yourself Physically and Energetically

Drink water to flush out any energetic residue after the session.

Wash your hands and, if needed, your face after each session to refresh yourself and reset.

Consider using saltwater hand rinses or essential oil sprays (lavender, frankincense) between sessions for a quick reset. Beware what you use, some clients are sensitive to smells.

Take Time to Re-Ground

Between clients, pause to take a few deep breaths, stretch, or place your hands on your solar plexus and heart.

Use grounding techniques like standing barefoot on the floor, holding grounding stones (e.g., hematite, smoky quartz), or visualizing roots connecting you to the Earth.

Set Clear Energetic Boundaries

Before your day begins, set a clear intention: "I allow only healing light to pass through me. I release what is not mine."

Boundaries protect your physical, mental, and emotional well-being, especially when working with emotionally intense clients.

Avoid Scheduling Too Many Sessions in a Day

Listen to your body and spirit. Overbooking can lead to burnout or compassion fatigue. Leave breathing room between sessions to recharge.

Keep a Personal Practice (please refer to the previous class materials)

Maintain your own Reiki self-treatment practice daily.

Include meditation, journaling, and regular body movement (yoga, walking) to keep your channels clear.

Seek Support or Supervision When Needed

Some client cases may bring up emotions or challenges for you.

It's healthy and professional to seek peer support or guidance from a mentor when needed.

Chapter 2.4 Maintaining Professional Boundaries in Reiki Sessions

Maintaining Professional Boundaries in Reiki Sessions

Establishing and maintaining healthy professional boundaries is essential to creating a safe, ethical, and effective healing environment—for both the client and the practitioner.

Before the Session:

Clarify Roles and Expectations

Clearly explain the session structure, timing, and what the client can expect. Avoid making promises about specific outcomes.

Maintain Appropriate Physical Boundaries

Ask for consent before placing your hands on the client's body, even if they've had Reiki before.

Explain hand placements clearly and professionally and always offer the option of hands-off healing.

Respect Client Privacy

Keep client information confidential. If you share a healing space, make sure conversations cannot be overheard.

Be mindful of your tone and volume when speaking before and after sessions.

During the Session:

Remain Centered and Neutral

Be present without becoming emotionally entangled in the client's experience.

If the client shares something personal or emotional, hold space without giving advice unless you're trained and qualified to do so.

Avoid Personal Disclosure

Limit sharing details of your own healing journey unless it directly serves the client's understanding and you feel it's appropriate.

Remember: the session is for the client—not for you to process your own experiences.

Maintain Energetic Boundaries

Use grounding and protection techniques before and after each session to avoid taking on client energy.

If you feel overly affected by a session, take time to clear yourself before seeing another client.

After the Session

- **Keep Conversations Supportive, Not Therapeutic**

It's okay to listen and validate the client's experience, but don't try to counsel or "fix" them unless that's part of your professional training and scope.

- **Avoid Over-Involvement**

Be kind, compassionate, and engaged—but don't blur the line between practitioner and friend.

Maintain a supportive yet professional tone in your follow-ups, messages, and appointment setting.

- **Honor Your Own Limits**

If a client exhibits behavior that feels intrusive, emotionally draining, or inappropriate, it's okay to set boundaries, reschedule, or refer them to another professional.

- **Is it acceptable to hug a client?** Hugging – if you know the client on the personal level and you feel comfortable hugging the client, go ahead. We recommend not hugging clients you met via your practice. If you develop a long term relationship with the client, hugging to welcome or goodbye should come naturally.

Chapter 3.1 Professional Practice & Ethics –Ethical guidelines and client communication strategies

1. Ethical Guidelines and Client Communication Strategies

Professional Ethics:

- **Integrity and Honesty:** Always remain professional.
 - Always represent your credentials accurately.
 - Remember never diagnosing or prescribe specific treatment (you can recommend and educate what has worked for you or others).
 - Remember you do not cure anything or anyone.
- **Client Autonomy:** Support the client's choices regarding treatment.
- **Transparency:** Explain what Reiki is and is not. Do not exaggerate benefits or outcomes.
- **Ongoing Development:** Commit to continuous learning and ethical self-reflection.

Effective Client Communication Strategies:

- **Active Listening:** Be present and attentive without interrupting. Repeat back what you hear to ensure clarity.
- **Clear Explanations:** Explain the session process, what the client might experience (e.g., warmth, tingling, emotions), and how long it will last.
- **Professional Tone:** Use respectful, nonjudgmental language that empowers the client.
- **Informed Discussions:** Be clear about fees, cancellation policies, and the scope of Reiki practice.
- **Post-Session Dialogue:** Allow time for the client to discuss their experience without interpreting but being supportive. Refrain from offering unsolicited opinions.