

UK REIKI FEDERATION

VERIFICATION OF APPLICATIONS FOR CNHC REGISTRATION

Against Reiki Standards 2017 and
Reiki Core Curriculum



**UK REIKI
FEDERATION**

Registrant Name:

You are receiving this pack as the qualifications you submitted are not on the list of approved courses which the CNHC has allowed us to accept for automatic CNHC Registration.

Details of the courses on the UK Reiki Federation Directory of Approved Courses are given on the UK Reiki Federation website, and further courses will be listed on the CNHC website.

WHAT WILL YOU HAVE TO DO?

1. Please answer the questions in this pack, providing supporting documentation as appropriate.
2. Return the documents to us, with appropriate fee.
3. You will be allocated a qualified Assessor who will review the documentation, making reference to the NOS and Core Curriculum.
4. As qualified Assessors, we will use standard assessment procedures, including RPL (Recognition of your prior learning and experiences).
5. After reviewing the written paperwork etc. you may be contacted by your Assessor and a date and time agreed when you can call the Assessor by Skype or telephone for a professional discussion regarding your training and experience. A professional discussion is an excellent way of covering any outstanding issues, in a short period of time.
6. The Assessor will return feedback forms to the office on completion.
7. If standards are met, confirmation of verification will be sent to the CNHC and they will then be in contact with you.
8. We will also send you notification of any outcome within 28 working days.



Complementary & Natural
Healthcare Council

APPLICATION FOR FULL VERIFICATION

UKRF Membership Number:
(if applicable)

Name:

Email address:

Full postal address:

Contact telephone number:

Landline:

Mobile:

Skype address:
(if applicable)

Date of birth:

I give permission for you to check my details for verification and then confirm my eligibility to CNHC for the purposes of entry to the CNHC Register in the following discipline:

Reiki

Signed:

Date:

Your original Request to Register form, together with documentation, is held on file for you. Please return your completed Verification pack direct to:

UK Reiki Federation, CNHC Registration, 2d Fitz Gilbert Court, Castledown Business Park, Ludgershall, Wilts, SP11 9FA

Email: education@reikifed.co.uk

with the appropriate payment. Please check with our office for current verification rates.

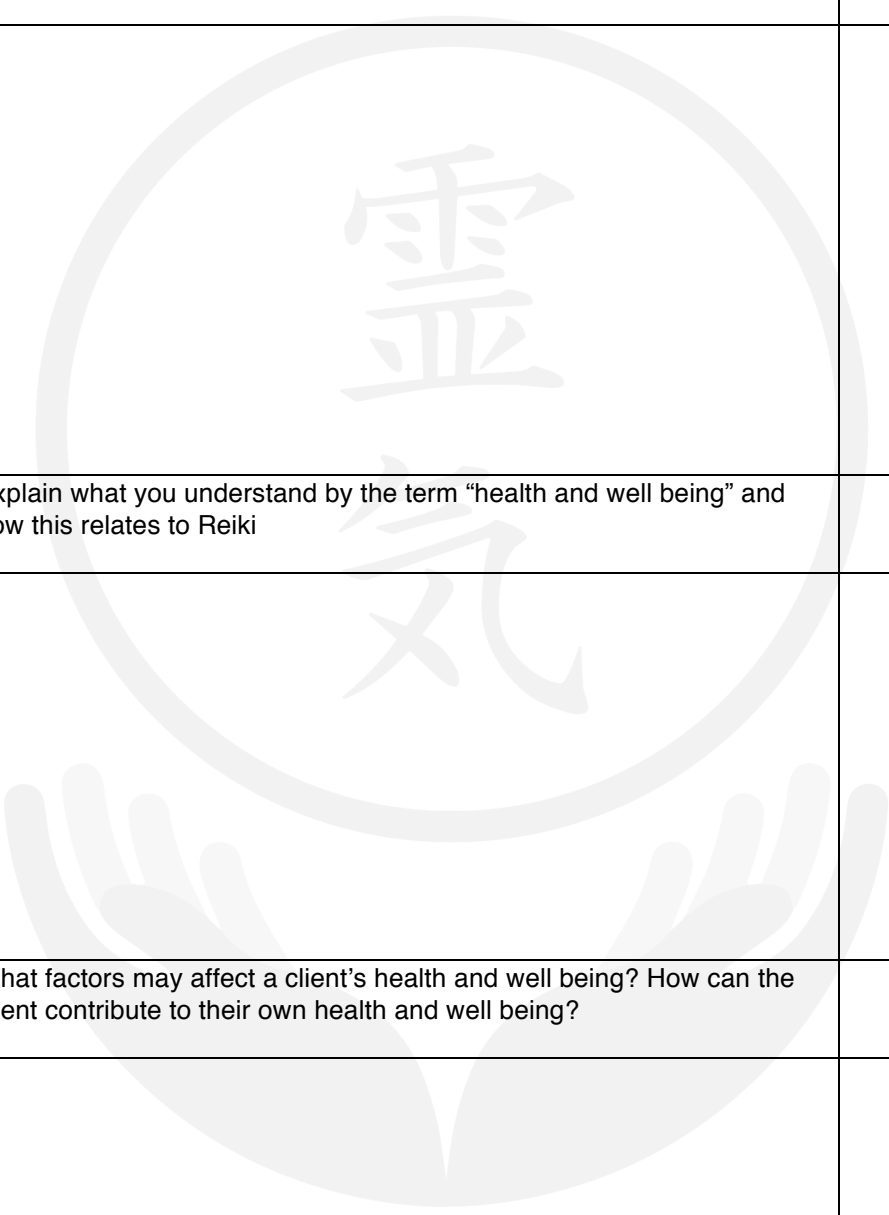
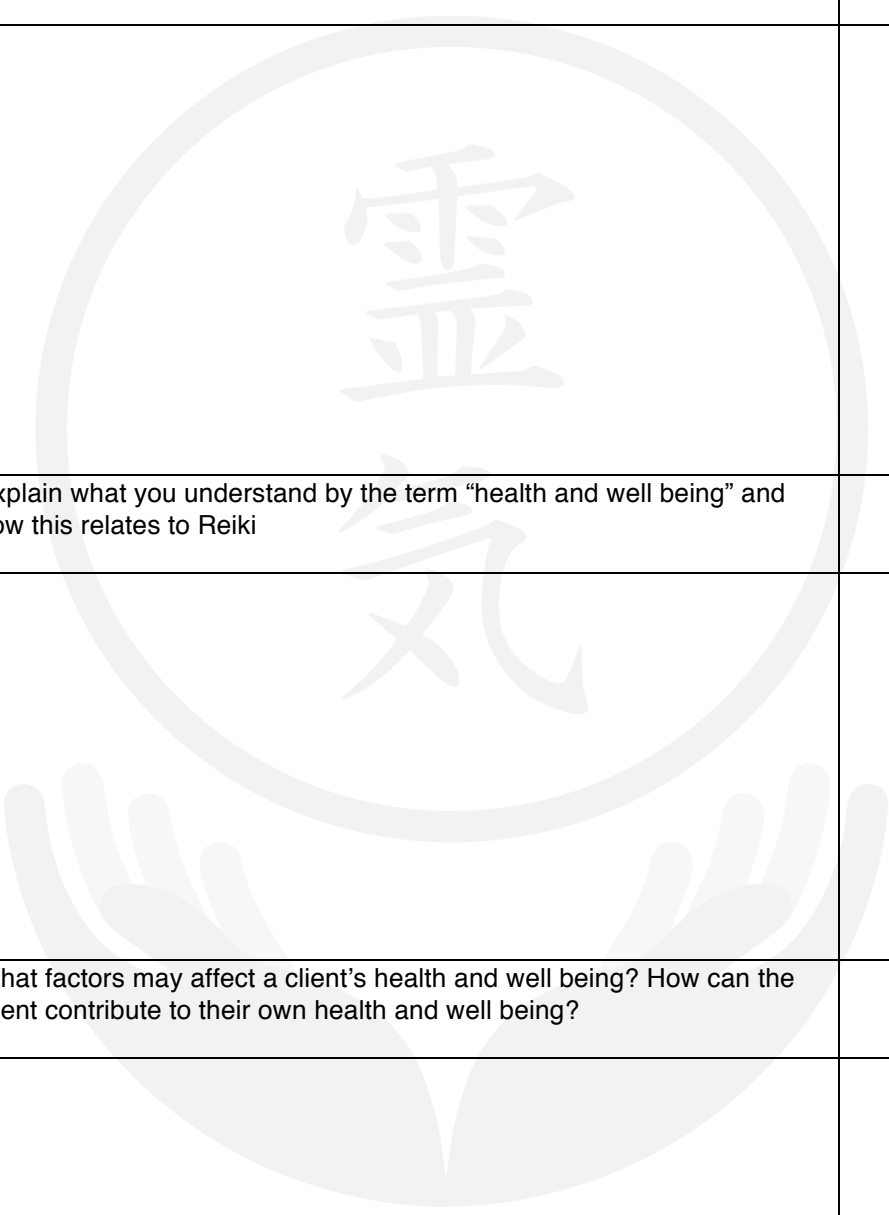
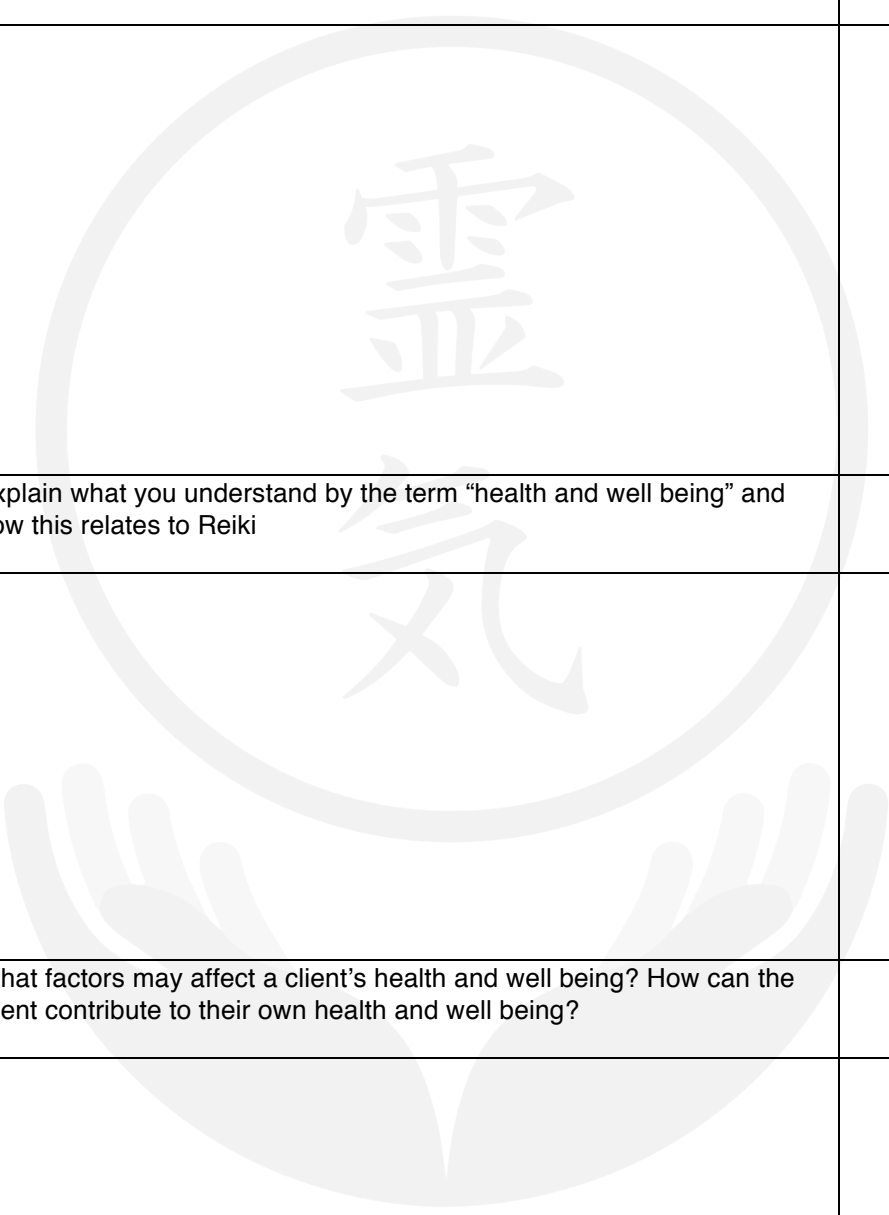
Cheque Number: payable to the "UK Reiki Federation" **Amount:** £

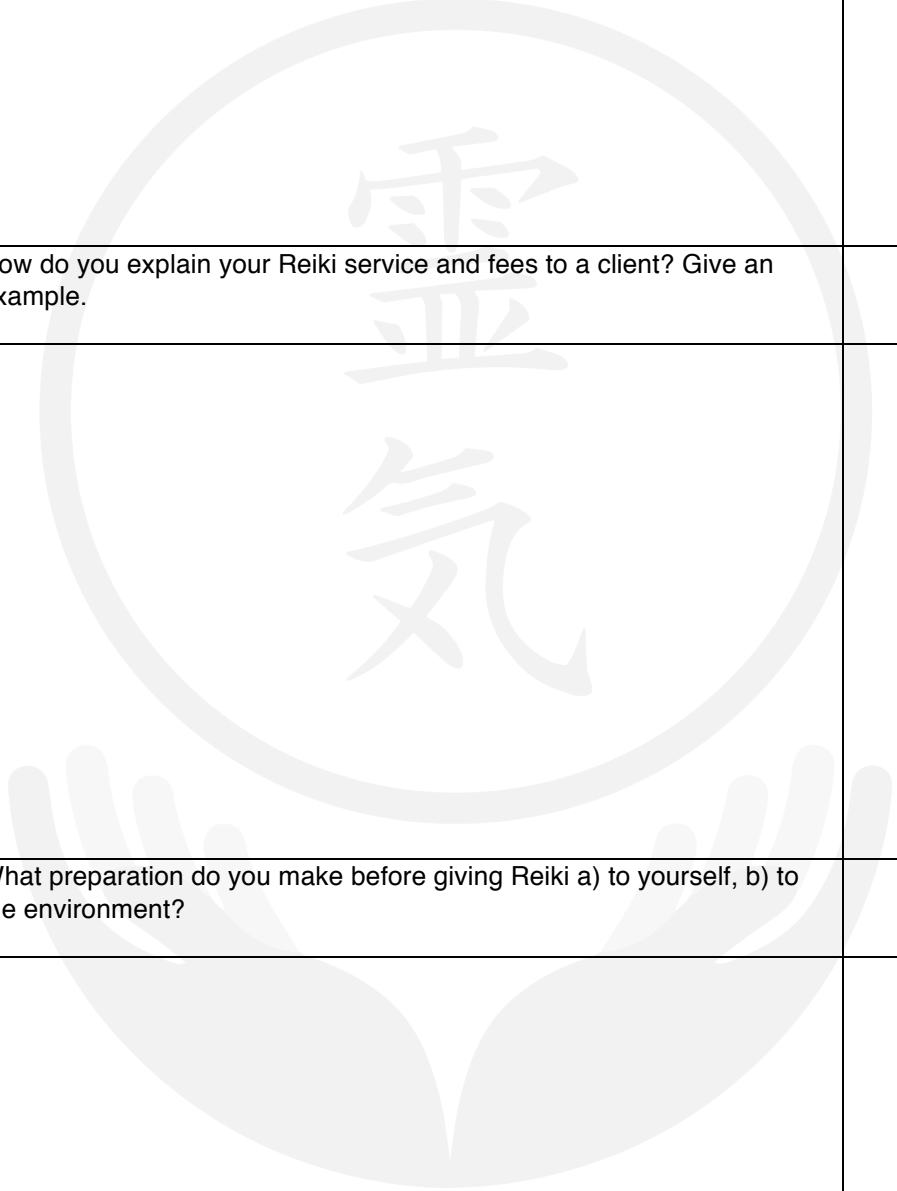
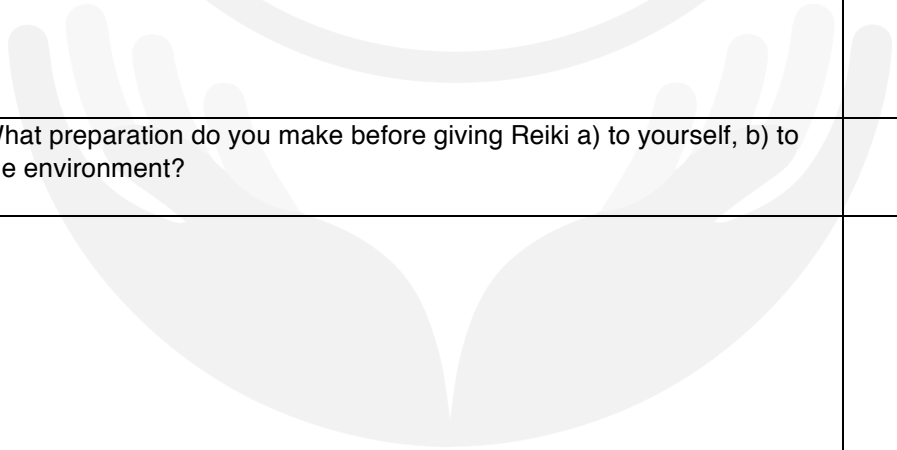
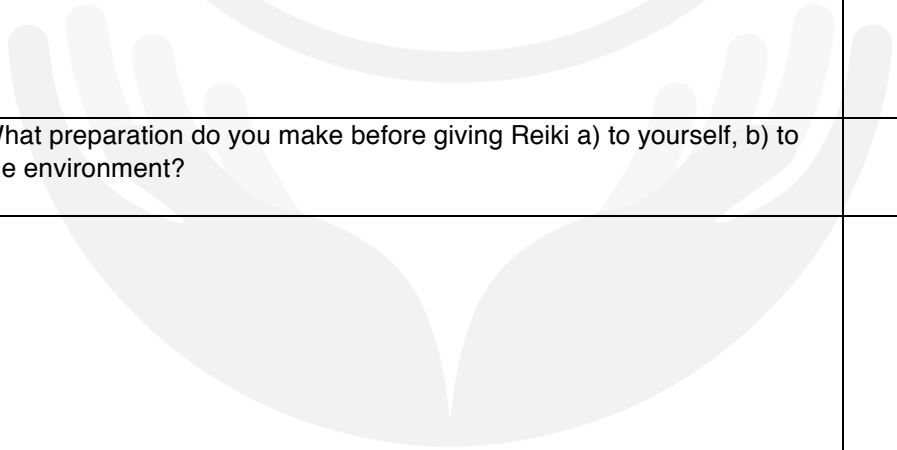
Once verified, you will then be sent an automatic email from the CNHC register inviting you to complete your registration and pay the registration fee. **The registration fee is £70 for your first discipline.** Each additional discipline costs £10 up to your 4th discipline, after which there is no fee for additional disciplines.

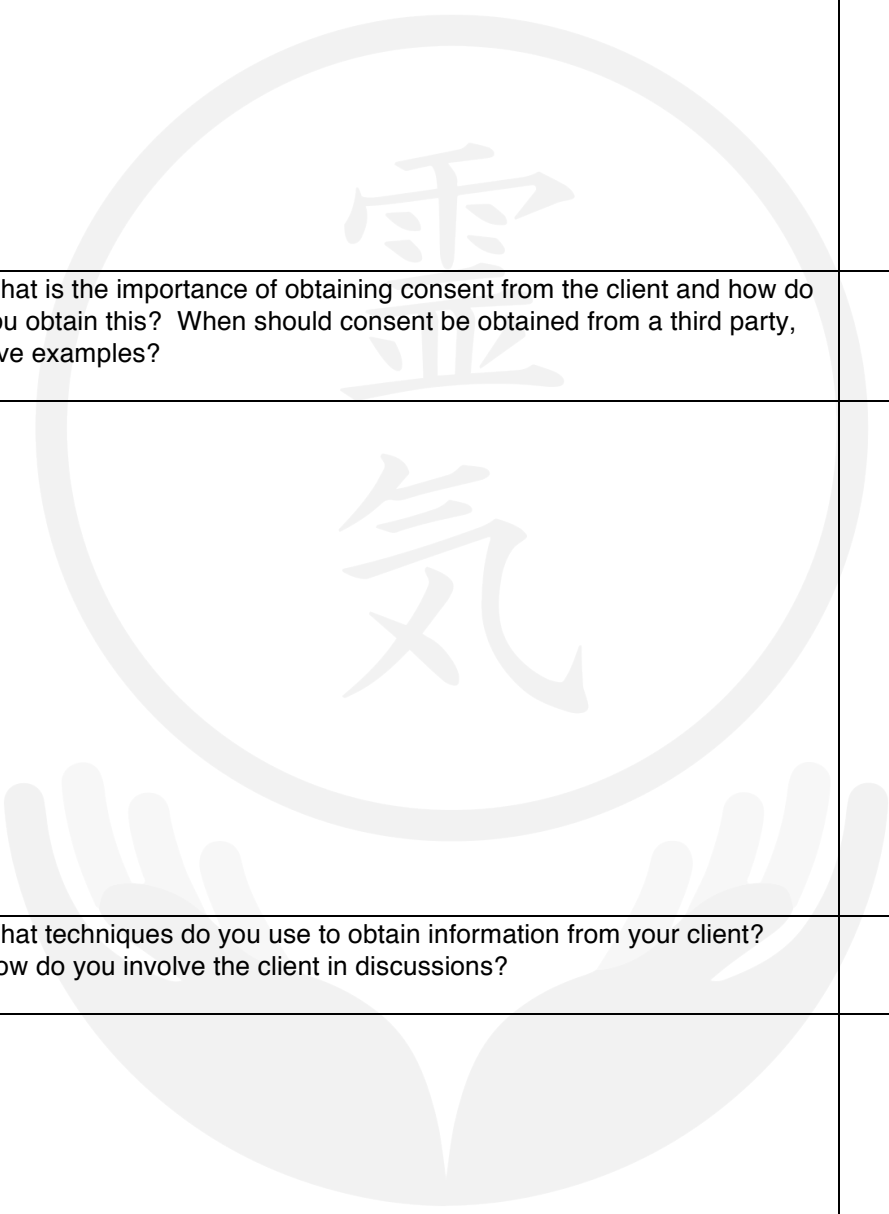
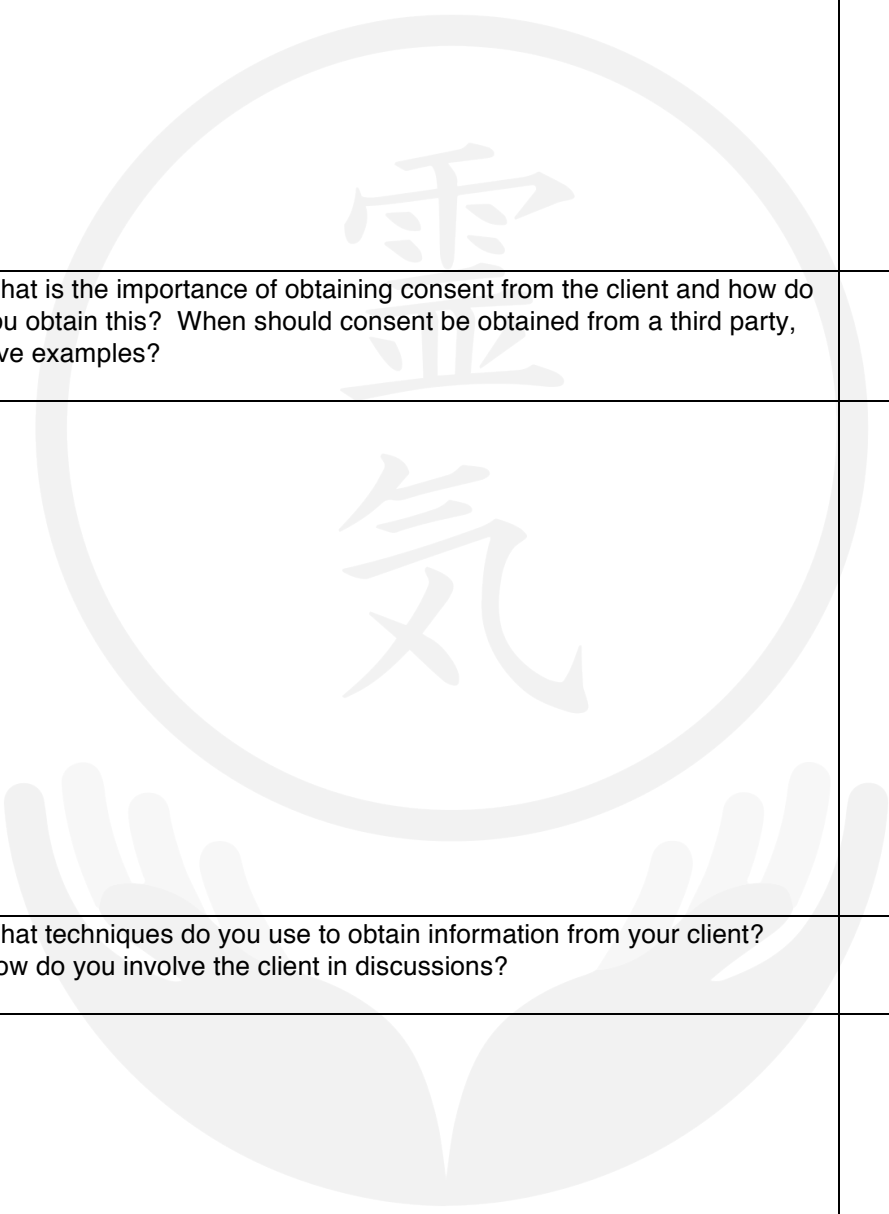
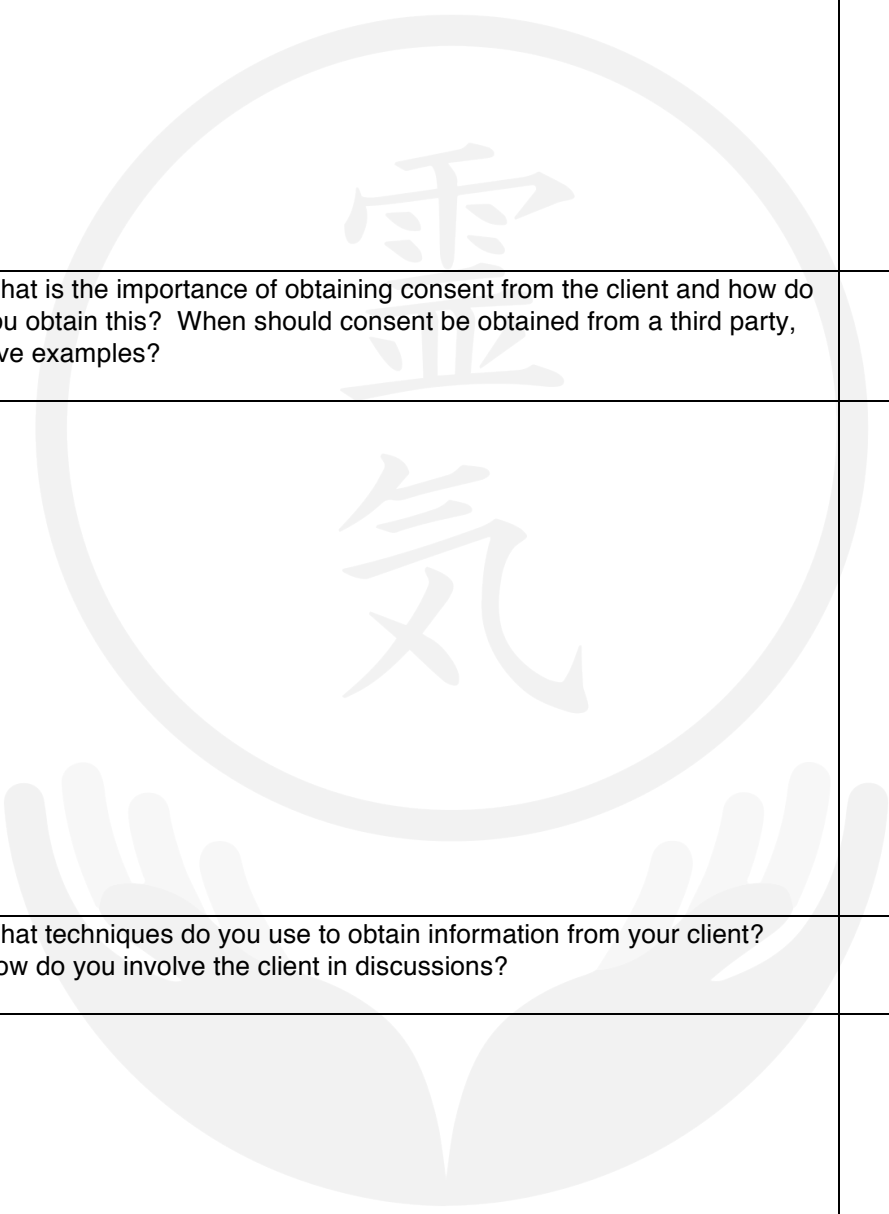
If you do not have an email address you can apply offline. CNHC will send you postal information to complete and return to them to process. Please be advised that there will be a £10 administration fee for those who wish to apply offline as CNHC will need to manually process your application. Registrants will then receive a hard copy registration certificate via post.

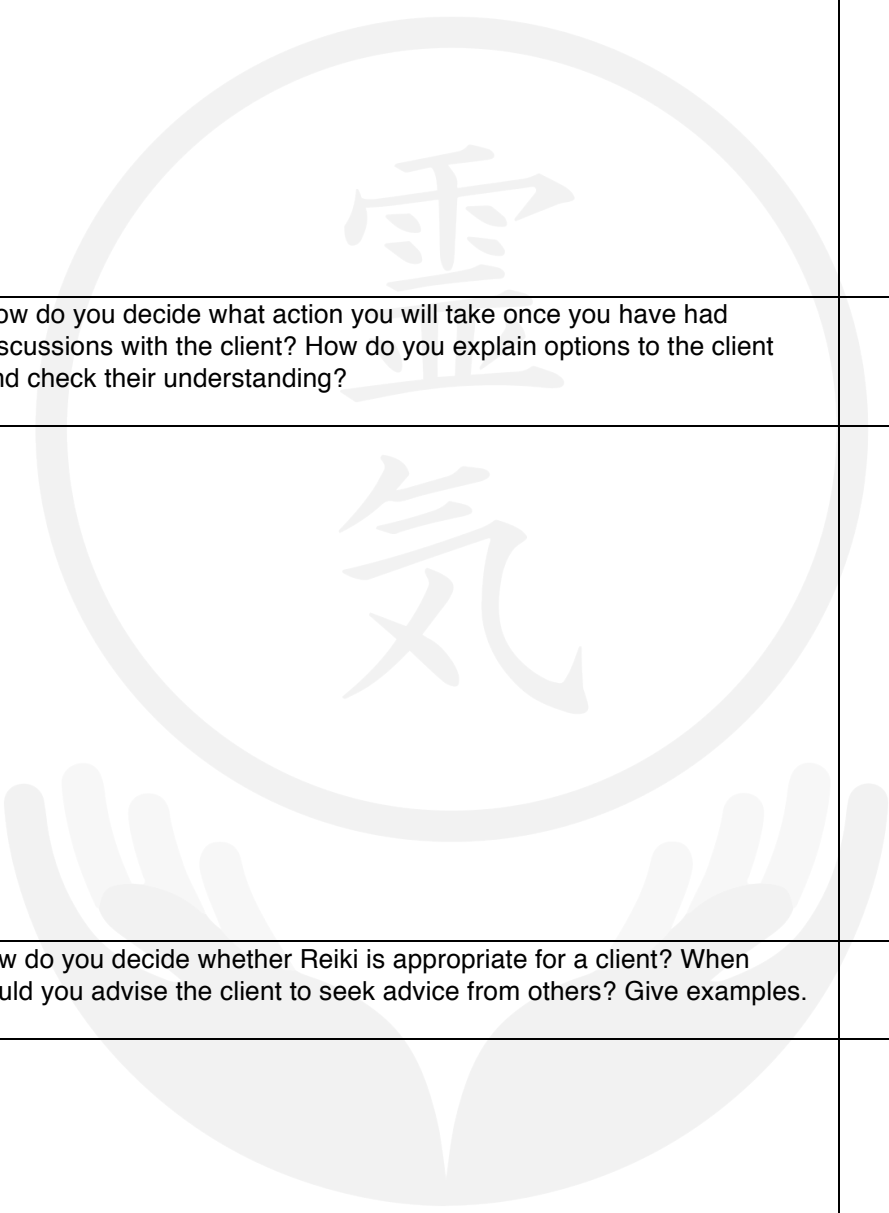
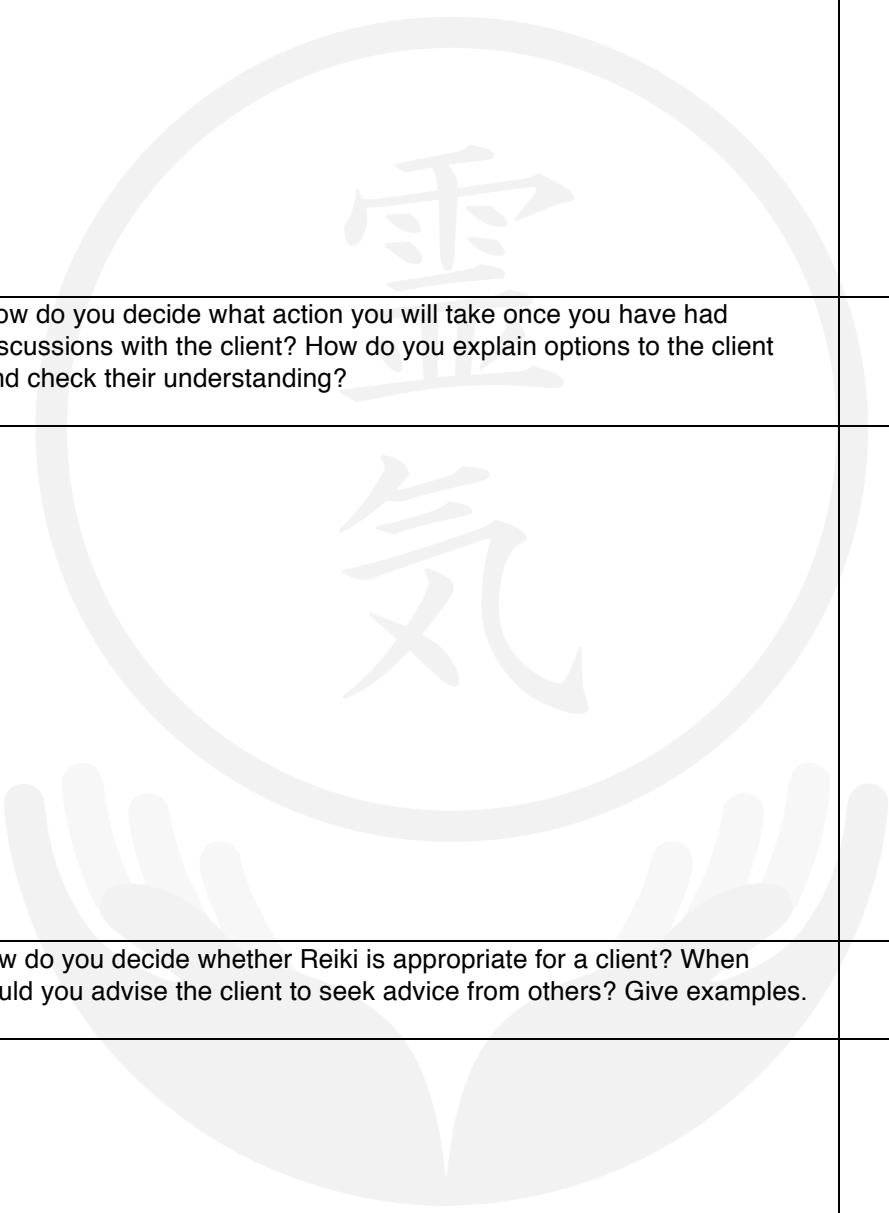
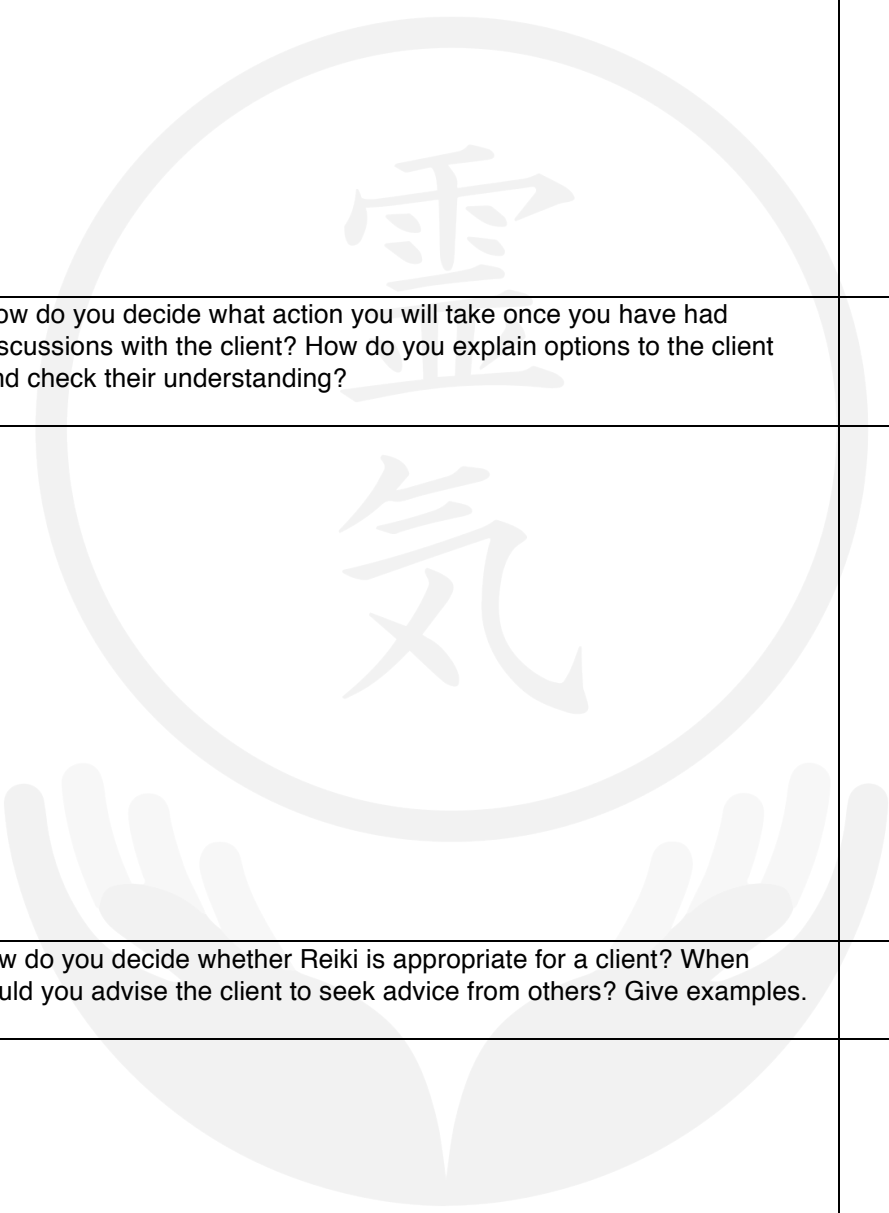
Practitioner Name:

Please answer the following questions to the best of your ability. If you require further space then please continue on a separate sheet, noting the question number.

No	Question	Assessor Use
1	Give a brief description of your style of Reiki, its history and development. Explain why face to face attunements are important.	
		
2	Explain what you understand by the term “health and well being” and how this relates to Reiki	
		
3	What factors may affect a client’s health and well being? How can the client contribute to their own health and well being?	
		

4	Why is it important to use Reiki on yourself?	
		
5	How do you explain your Reiki service and fees to a client? Give an example.	
		
6	What preparation do you make before giving Reiki a) to yourself, b) to the environment?	
		

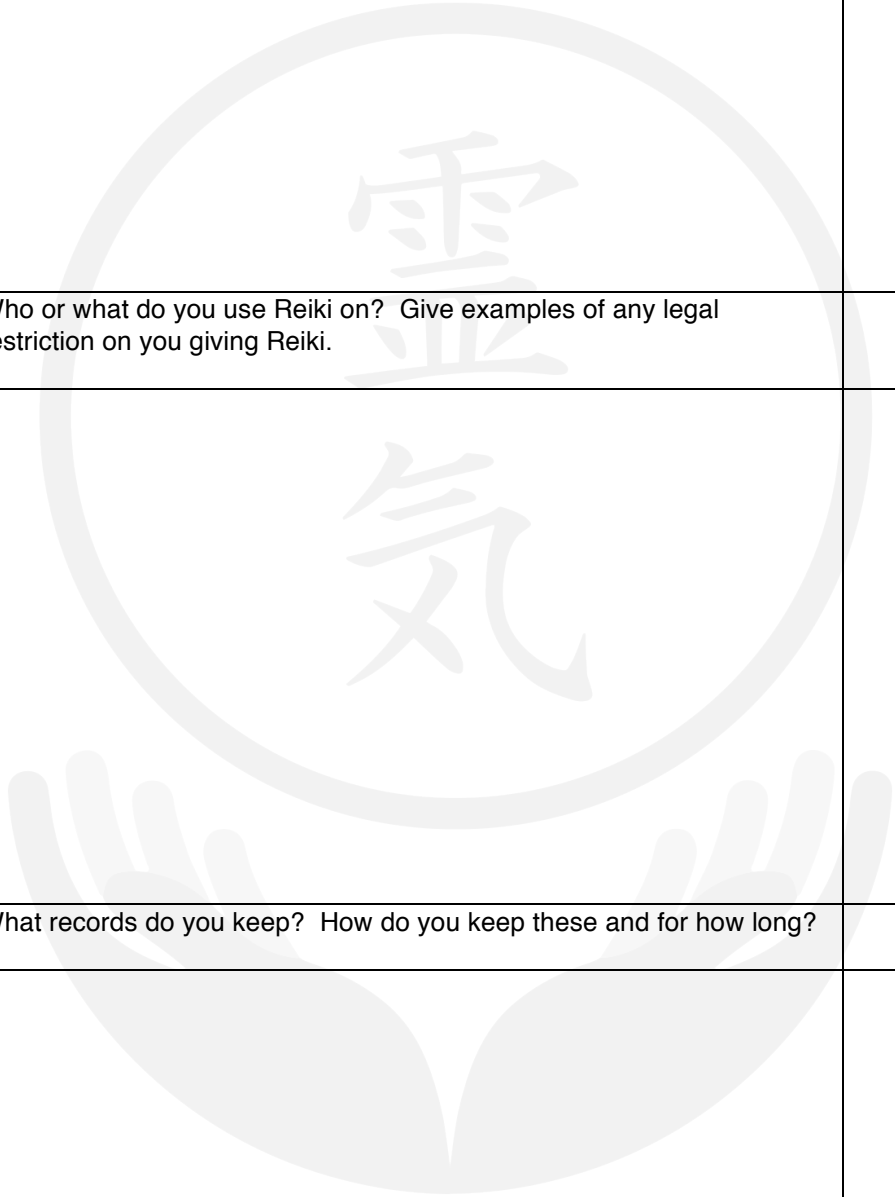
7	What do you feel should be provided in the Reiki room you use and how do you make sure clients feel welcome and comfortable?	
		
8	What is the importance of obtaining consent from the client and how do you obtain this? When should consent be obtained from a third party, give examples?	
		
9	What techniques do you use to obtain information from your client? How do you involve the client in discussions?	
		

10	How do you identify needs and expectations of the client and discuss these with realistic outcomes?	
		
11	How do you decide what action you will take once you have had discussions with the client? How do you explain options to the client and check their understanding?	
		
12	How do you decide whether Reiki is appropriate for a client? When would you advise the client to seek advice from others? Give examples.	
		

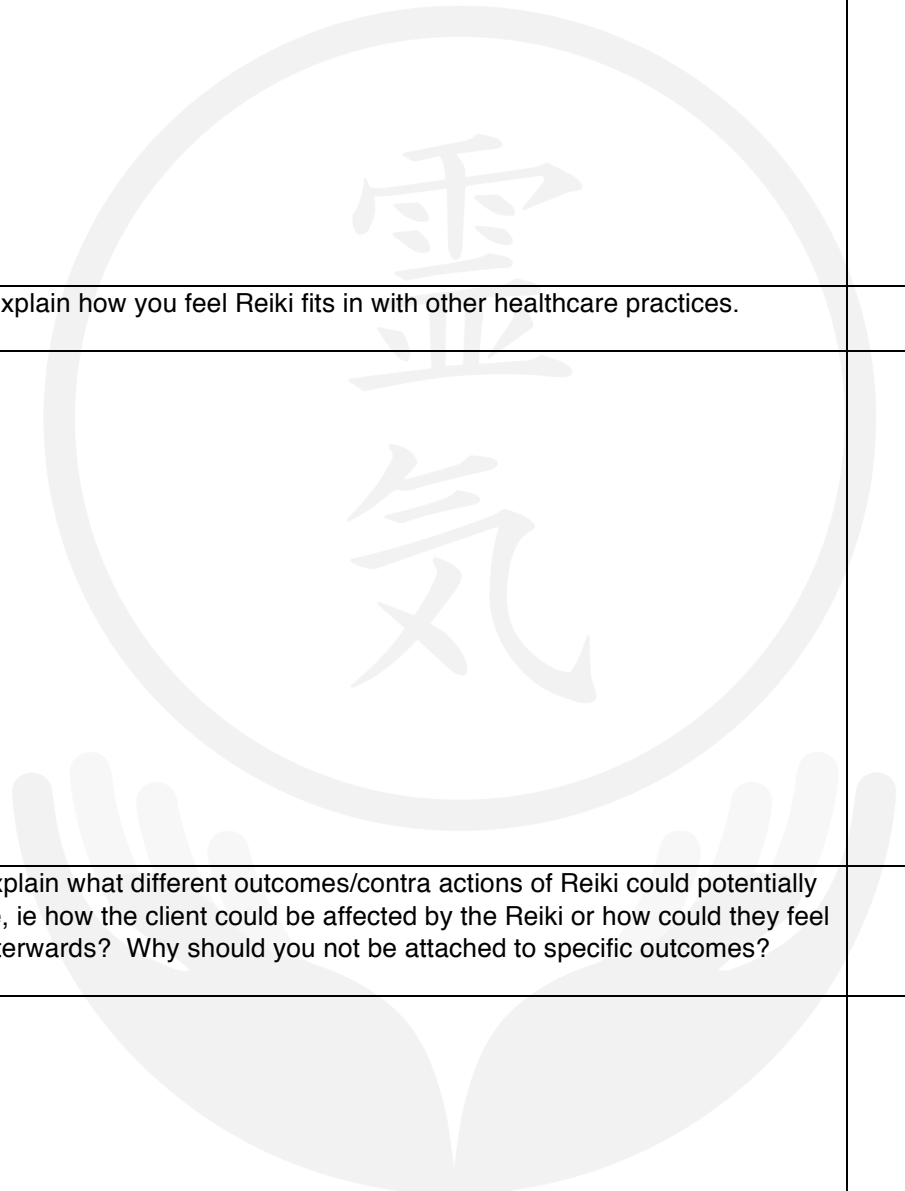
13	What action would you take a) if Reiki was not suitable for the client? b) if Reiki was OK for the client?	
14	What contra indications are there to Reiki? Give examples of where Reiki should be used with caution.	
15	How do you plan the Reiki sessions? What involvement does the client have and how do you encourage this involvement?	

16	How do you decide how the sessions will be evaluated, and when do you carry out evaluations?	
17	When and how do you modify your treatment plan in the light of feedback from the client?	
18	Explain the different methods or approaches you would use for giving Reiki? Give examples of how you would use each of them on different clients.	

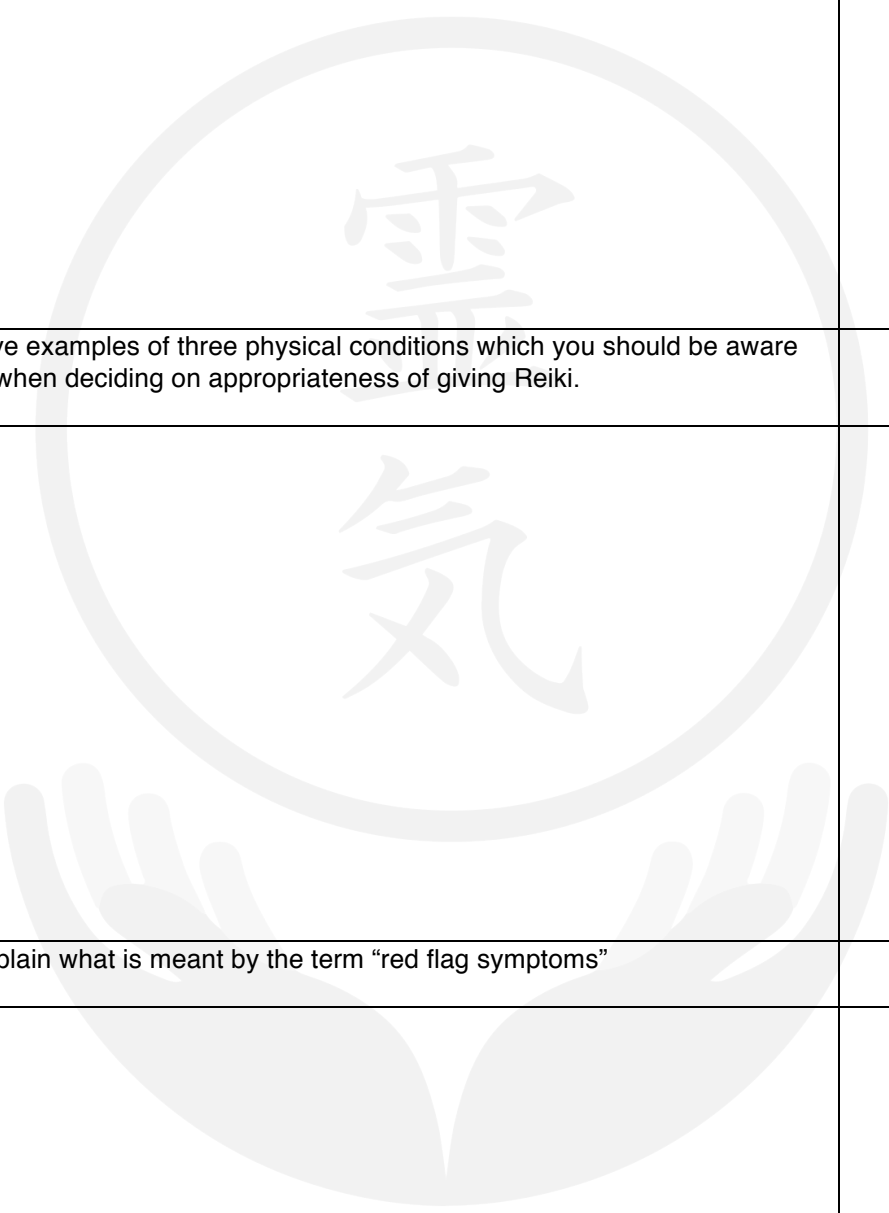
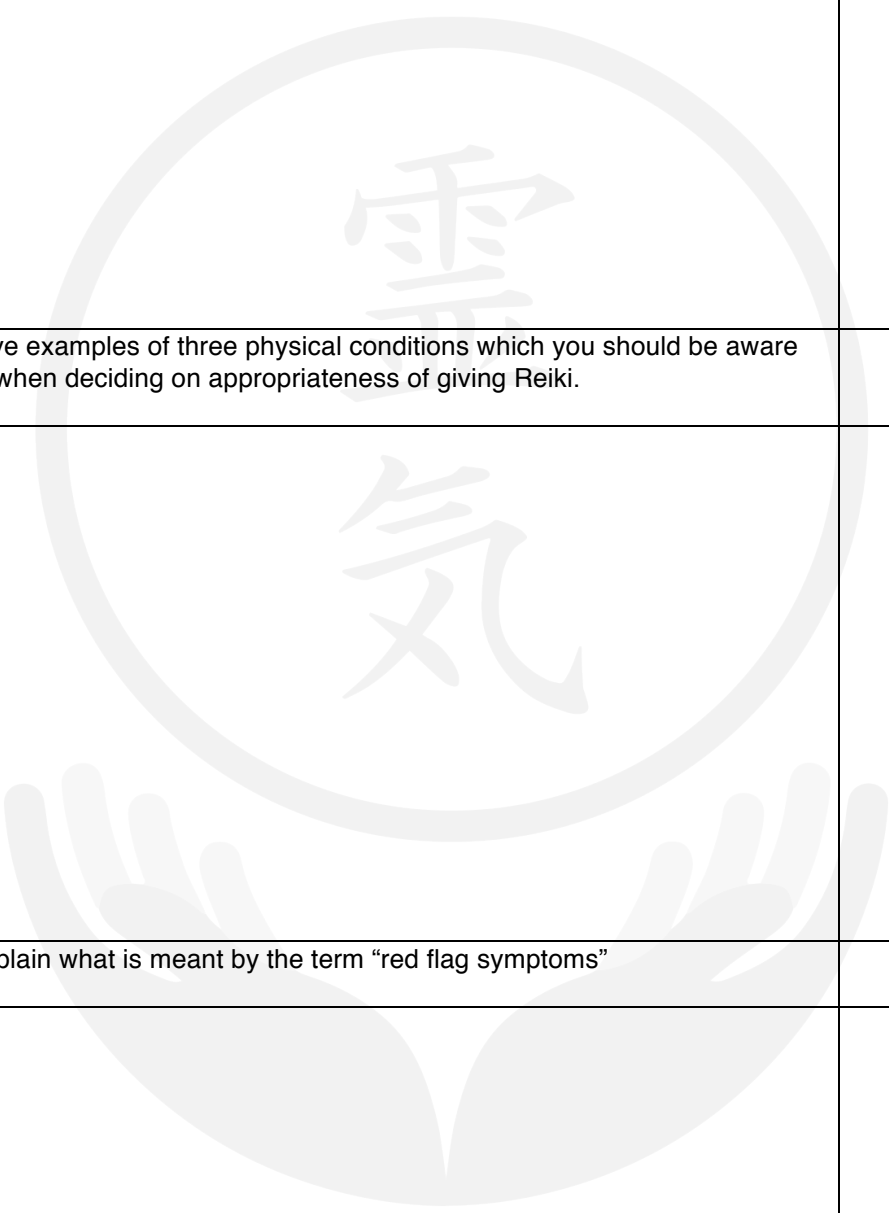
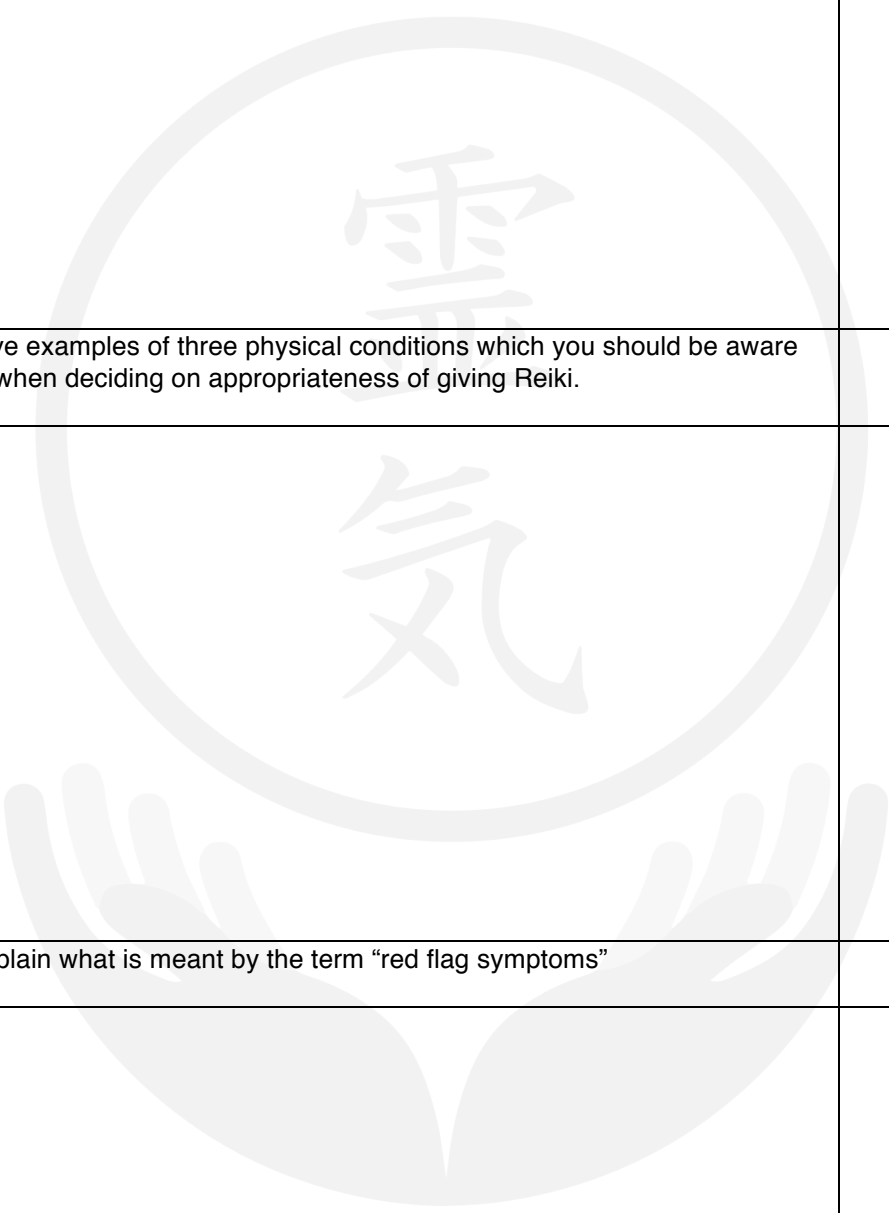
19	Give examples of where Reiki can a) complement other healthcare and b) where Reiki is inappropriate and in that instance what other options would be available for clients	
20	Who or what do you use Reiki on? Give examples of any legal restriction on you giving Reiki.	
21	What records do you keep? How do you keep these and for how long?	



22	What legislation (ie legal requirements) do you have to adhere to, and give examples of how you do this?	
23	Explain how you feel Reiki fits in with other healthcare practices.	
24	Explain what different outcomes/contra actions of Reiki could potentially be, ie how the client could be affected by the Reiki or how could they feel afterwards? Why should you not be attached to specific outcomes?	



25	How do you decide whether <u>self-care</u> procedures are appropriate for your client, and what advice would you give?	
26	What <u>aftercare</u> advice do you give? Include any advice sheets if applicable.	
27	What training or knowledge do you have of the skeletal structure of the body? If you have certificates (full or cpd) please include them. A supplementary questionnaire is available on request.	

28	What are the major organs of the body, what are their functions and location? A supplementary questionnaire is available on request to assist you with this.	
		
		
		

PERSONAL DECLARATIONS

Item	Comment & Confirmation	Office use
<p>Client feedback form. <i>(You are required to submit at least one feedback form from a client. This should not be a family member. Master copy of the form is attached.)</i></p>		
<p>You are required to sign a statement to confirm that you have carried out 75 Reiki treatments. A summary of treatments could be included.</p> <p>“I confirm I have carried out a minimum of Reiki treatments over the period to</p>	<p>Signed:</p>	
<p>Witness Testimony <i>(You are required to include confirmation from 5 witnesses/observers who have watched you give a Reiki treatment, therefore 5 forms should be completed and returned for these. Observers should not be family members. Master copy of the form is attached.)</i></p>		
<p>Reiki attunement should have been face to face i.e. in person.</p> <p>“I confirm I have received a face to face Reiki attunement”</p>	<p>Signed:</p>	
<p>You are required to confirm that you have received 100 Reiki treatments (self-treatment or from others).</p> <p>“I confirm I have received 100 Reiki treatments”</p>	<p>Signed:</p>	

<p>“I declare that I have not been the subject of any criminal record or proceedings and have no such proceedings pending”</p>	<p>Signed:</p>	
<p>“I declare that I am not the subject of any disciplinary proceedings or investigations and have not been refused membership of any professional body or register in a related field on the grounds of professional misconduct and have no such investigations pending.”</p>	<p>Signed:</p>	
<p>“I know of no reason due to mental or physical impairment, why I should not practise Reiki”</p>	<p>Signed:</p>	
<p>“I know of no reason, professional, legal or otherwise, as to why I should not practice Reiki”.</p>	<p>Signed:</p>	

CHECKLIST

Have you included?

1	Copy of your Reiki Certificates	
2	Copy of your lineage(s) which relates to your certificate(s)	
3	All questions included in this pack.	
4	Supporting documentation as appropriate	
5	Copy of practitioner and public liability insurance certificate for giving Reiki	
6	Signed declaration sheet	
7	Verification request and payment	
8	Copies of any other therapy or related certificates	

I confirm that all information given by me is true and honest and I understand that failure to disclose any relevant information with this will affect my registration.

Signed:

Name: (Practitioner)

Date:

CLIENT FEEDBACK

Practitioner Name:

- Client:** I confirm that I have received Reiki on one or more occasions from this practitioner and give the following feedback

Ref	Were the following done? Did the therapist?	Yes	No	Don't know	Comment <i>(continue overleaf)</i>
1	Evaluate requests for Reiki and take the appropriate action?				
2	Explain the nature of the service and fee structures to you?				
3	Provide an appropriate and safe environment for the Reiki?				
4	Make you feel welcome and ensure YOU were as comfortable as possible?				
5	Discuss your needs and expectations, and ask relevant questions?				
6	Encourage you to ask questions, seek advice and express any concerns?				
7	Establish your needs in a manner which encouraged your effective participation and met your particular requirements?				
8	Determine any conditions or restrictions that were present and take the appropriate action?				
9	Evaluate the information obtained and determine the appropriate action with you?				
10	Complete and maintain records in accordance with professional and...				
11	...explain the available option(s) which met your identified needs and circumstances – give an example				
12	Explain any restrictions, possible responses and advise on realistic expectations?				
13	Advise you if Reiki was inappropriate and help you to consider other options?				
14	Discuss the approach to be taken, the level of commitment required and the potential outcomes and evaluation with you?				
15	Check you understood all information given and supported you to make informed choices?				
16	Obtain your consent and complete records in accordance with professional and legal requirements?				
17	Check that the environment met your needs?				
18	Make sure that any equipment and materials were ready for use and met professional codes of practice, legal and organisational requirements as far as you were aware?				
19	Prepare themselves appropriately to provide Reiki?				
20	Position you for effective Reiki and to give as much comfort as possible?				
21	Provide Reiki to you safely and correctly as far as you were aware?				
22	Make appropriate adjustments to meet any changing needs?				

Any additional comments:

Name: **Signature:** **Date:**

OBSERVATION FORM

Practitioner Name:

- Independent observer** (*Occupationally competent and should give status*):
I confirm that I have observed the practitioner giving Reiki and give the following feedback

Ref	Were the following done? Did the therapist?	Yes	No	Don't know	Comment <i>(continue overleaf)</i>
1	Evaluate requests for Reiki and take the appropriate action?				
2	Explain the nature of the service and fee structures the client?				
3	Provide an appropriate and safe environment for the Reiki?				
4	Make the client feel welcome and ensure they were as comfortable as possible?				
5	Discuss the client's needs and expectations, and ask relevant questions?				
6	Encourage the client to ask questions, seek advice and express any concerns?				
7	Establish the client's needs in a manner which encouraged the effective participation of the client and met their particular requirements?				
8	Determine any conditions or restrictions that were present and take the appropriate action?				
9	Evaluate the information obtained and determine the appropriate action with the client?				
10	Complete and maintain records in accordance with professional and...				
11	...explain the available option(s) which met the client's identified needs and circumstances – give an example				
12	Explain any restrictions, possible responses and advise on realistic expectations?				
13	Advise the client if Reiki was inappropriate and help them to consider other options?				
14	Discuss the approach to be taken, the level of commitment required and the potential outcomes and evaluation with the client?				
15	Check the client understood all information given and supported them to make informed choices?				
16	Obtain your/the client's consent and complete records in accordance				
17	Check that the environment met the client's needs?				
18	Make sure that any equipment and materials were ready for use and met professional codes of practice, legal and organisational requirements as far as you were aware?				
19	Prepare themselves appropriately to provide Reiki?				
20	Position the client for effective Reiki and to give as much comfort as possible?				
21	Provide Reiki to the client safely and correctly as far as you were aware?				
22	Make appropriate adjustments to meet any changing needs?				

Any additional comments:

Name: **Signature:** **Date:**