TT C.A.R.E.R. Notes® Instructions and Forms

1. Documenting each TT Session is a valuable part of your ongoing learning process*. The TT C.A.R.E.R Notes® forms are used as a template for your TT documentation and are available on the TTIA website www.therapeutictouch.org
   a. Single Case Study Table & Human Energy Field Cue Form for class, mentoring and QTTP application
   b. Longitudinal Case Study & Human Energy Field Cue Form for mentoring and QTTP application

2. Typed or printed documentation of TT sessions is required for Qualified Therapeutic Touch Practitioner (QTTP) Application. Include descriptions of experiences and perceptions during:
   - C - Call to Compassion (preparation, centering, and intention).
   - A - Assessment (approach to obtaining and seeking energetic cues; plan).
   - R - Rebalancing & Reassessment (physical, mental, and emotional activities to help).
   - E - Ending & Evaluation (knowing when session is done and recognizing changes).
   - R - Reflection & Recall (appraising experience, self-inquiry, insights)

3. Use the Personal TT Human Energy Field Cue & Symbol Reference Chart (Personal Chart) on page 12 to represent the human energy field (HEF) cues you perceive or experience during assessments and reassessment of the Healing Partner (Hp)*.
   - There are examples of cues & symbols on the chart for your use.
   - Create your own illustrations or symbols of human energy field cues.
   - Use black or colored lettering for Personal Cues & Symbols (use 3 distinct colors).
   - The terms at the bottom of your Personal Chart may help you describe HEF field cues you perceive or experience; add your own words & definitions.
   - Submit your Personal Chart of Cues & Symbols when you submit your TT C.A.R.E.R Notes® to your mentor/teacher and with your application for QTTP.

4. Use TT Process Questions on page 10 to guide documentation and reflections of sessions.

5. Use The Human Energy Field Cue Form to document the cues and the locations of energy cues you perceived or experienced during each TT session.
   - Record cue symbols or draw HEF characteristics perceived or experienced during the initial and final assessments.

*You may choose one of the following words when referring to the person who receives TT: healee, healing partner, client, patient, or recipient.
Therapeutic Touch (TT) Process Questions

**Call to Compassion** – (a process of initiating a compassionate relationship/connection with another person)
- Describe how you learned the Healing Partner Hp needed help or healing
- What was your **APPROACH** (invitation to participate, breathe to relax) to connecting with the person?
- How did you prepare yourself for the session?

**Centering:**
- Describe how you center for each TT session and note changes in the process.
- How do you know you are centered? If you “Fell off Center” how did you return to Center?
- What process(es) did you use to sustain your centeredness?

**Intention**
- What is your overall intention for this TT session with this client?

**Assessment:**
- What **OUTREACH** (moving hands and personal field to seek subtle energy cues) method(s) did you employ, i.e. activation of your chakras?
- How did you **SEARCH** (pick up information) for energetic cues in the human energy field?
- Background information:
  - Assess and describe the environment (health care setting/home/TT group practice session, etc.).
  - Record information about the Hp’s relevant history, current concern or need.
  - If appropriate record: Vital Signs before TT (BP/P/R.Temp) and rate Pain &/or Anxiety (Scale of 0-10)
- Describe your initial assessment of the Hp’s human energy field (cues) using symbols and drawings to illustrate the energy cues you perceived or experienced & describe what each means.
- Outline your TT plan based upon the initial assessment.

**Rebalancing & Reassessment** – (process to help Hp regain balanced state of health; when healing occurs):
- What mental intentions or thoughts guided or informed your actions?
- What actions/intentions did you use (clearing/color/imagery/modulation/cold/heat/grounding, etc.)?
- What did you do with your hands and why?
- Describe your reassessments during your TT session. What changes in cues did you notice?
- Describe how the reassessments guided your intentions and actions.

**End & Evaluation:**
- How did you know then the session was **DONE** (cues that tell you the session is complete)?
- Describe the Hp’s energy field at the end of the session.
- How did you end or close the TT session?
- How long was this TT session? Did the Hp have a rest period after the TT session?
- How did you leave the Hp after the session? (laying down, sitting, standing)
- If appropriate: record Vital Signs and rate pain & anxiety levels after TT session/rest period.
- What did you do during the rest period?
- What, if any, homework or OWNWORK did you suggest for the Hp?

**Reflection and RECALL** (spontaneously remember some aspect of the Hp or session in dream, reflective self-inquiry, or reverie):
- Describe the communication you had with the Hp after the TT session.
- Share any of your impressions or personal insights from this TT session.
- What did you learn about the Hp?
- What did you learn about yourself?
- What did you learn about TT?
- How will you apply insights from this session to future TT sessions and knowledge?
- Recall thoughts or insights that come to you after you process the session.
Name______________________________

**Personal TT Human Energy Field Cue & Symbol Reference Chart**
Use black or colored lettering (limit to 3 dark colors such as red/purple/blue)

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
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<tbody>
<tr>
<td>CC</td>
<td>Cool</td>
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<tr>
<td>WW</td>
<td>Warm</td>
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<tr>
<td>HH</td>
<td>Hot</td>
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<tr>
<td>Brr</td>
<td>Cold</td>
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<td>HC</td>
<td>Hollow coldness</td>
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<td>##</td>
<td>Congestion</td>
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<td>~~</td>
<td>Magnetic pulling/drawing</td>
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<td>++</td>
<td>Fullness</td>
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<td>**</td>
<td>Tingling</td>
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<td>^</td>
<td>Dysrhythmic pulsing</td>
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<td>\</td>
<td>Pins &amp; needles</td>
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<td>SS</td>
<td>Static or little electric shocks</td>
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Example of terms used to describe perceptions or experiences of cues:
- feels like... heavy/empty/stickiness/flowing/dampness/smooth/ ache/pulling-in/pushing-out/tingling/dense/bulge or hole/cool/warm/hot/cold/wavy/prickly/cramps
- smells like...
- tastes like...
- sounds like...
- color ....
- impressions or thought forms... clouds - water flowing... ideas that illustrate energy characteristics...