

Navitas Reiki Centre Professional Practice Core Curriculum

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1. Introduction

The Navitas Professional Reiki Practice course is designed to lay the groundwork for a Reiki student to become a professional Reiki practitioner, self-assured and competent enough to carry out Reiki treatments for members of the public.

‘Professional Practice’ is not a specific level or style of Reiki and is based upon the first and second degree levels as a minimum. These include face to face attunements with a Navitas Reiki Master Teacher and require on-going personal practice (self-treatments / receiving treatments).

The curriculum incorporates the Skills for Health National Occupational Standards (NOS) for Reiki, to prepare students for work in a safe and confident manner with the public. (NOS) describes the skills, knowledge and understanding required to undertake a particular task or job to a nationally recognised level of competence. They focus on what the person needs to be able to do, as well as what they must know and understand to work effectively. They cover the key activities undertaken within the occupation in question, under all circumstances the job holder is likely to encounter. This definition is supported by the UK Commission for Employment and Skills (UKCES).

The Core Curriculum also incorporates the key elements which the professional industry regulator, the Complementary & Healthcare Council (CHNC) require for Professional Reiki practitioners in order to apply for registration.

The two routes to attaining CNHC Qualification require the practitioner to have:

- undertaken a programme of training that meets, as a minimum, the Reiki National Occupational Standards and the Reiki Core Curriculum.

Or

- have achieved competence to the level of the Reiki National Occupational Standards by means of relevant experience

2. Training Requirements

In order to achieve a consistent standard, all students will be required to complete Navitas Reiki Level 1 and Level 2 courses as part of the Reiki Professional Practice course, if not already attended.

For those new to Reiki Level 1 and 2 must be completed prior to Workshop 1.

Entry points based on existing qualifications	Additional Components Needed
No existing Reiki training	Navitas Reiki level 1 - one day course followed by Reiki level 2 - one day course after a suitable period
Level 1 studied elsewhere	Navitas Reiki level 1 & 2 (reduced fee for level 1 payable on receipt of existing certificate)
Level 1 studied at Navitas	Navitas Reiki Level 2 – one day course after a suitable period
Level 2 studied elsewhere	Navitas Reiki Level 2 - one day course (reduced fee payable on receipt of existing certificate)

The context in which training is given or undertaken is as follows: -

- Training will total 240 hours comprising of...

- 50 hours in person with your Reiki course teacher
 - 15 hours via Skype or Webinar
 - 100 hours received treatments (self or received treatments)
 - 75 hours documented treatments of others
- Training will be over a minimum period of nine months (there is no upper time period, it can be at your pace) and will meet the National Occupational Standards for Reiki, Competencies CNH1, CNH2 and CNH12 and the Core Curriculum (copies of NOS Competencies available at www.skillsforhealth.org.uk)
 - Students will receive face to face personal attunement(s)
 - Students must give 75 full Reiki treatments in person and these should be recorded. Of these, 5 Reiki treatments are required to be supervised by a Reiki teacher or Reiki practitioner. Four of which will be supervised by the course Reiki teacher incorporated within the 4 workshops. These treatments should include: consultation and client feedback
 - On-going personal practice with a recommended minimum of 100 hours of Reiki being received (self-treatments or from others)
 - Students will be required to take a written test to assess their knowledge and understanding
 - Students will be required to present a portfolio of work for final assessment against National Occupational Standards. On successful completion of the specified hours contact time and self-study together with a test pass and marking, a certificate will be awarded.

3. Course Competencies

The competencies do not imply the order of the topics covered or which modules they are covered in as elements may appear in more than one part of the course.

Reiki - Theory and Practical Skills

- history and theory
- practical techniques including treatments and meditation

Practitioner Skills

- dealing with client enquiries, assessing the client, planning the treatment, giving the treatment, client interaction and appearance, speaking and listening skills, record-keeping and evaluation
- basic anatomy and physiology and basic awareness of physical conditions
- Stress, the immune system and Reiki
- self-reflection

Practice Management

- ethics
- legislation including Health & Safety
- business finances
- marketing a practice

4. Reiki - Theory and Practical Skills

a) Aims

- To enable students to provide a clear description of the principles behind their particular style/system of Reiki including:
 - a) the history and development of that system/style
 - b) their own lineage back to Mikau Usui
 - c) why Reiki attunements should be in person prior to practicing professionally
 - d) how a treatment is given
- To enable students to provide a thorough understanding of the practice of their particular style/system of Reiki, including:
 - a) The use of energy
 - b) The importance of self-treatment
 - c) The range of possible recipients for the Reiki (e.g. animals/humans/plants)
- To provide students with the practical skills, enabling them to give Reiki treatments safely and effectively in their particular style/system.

- To understand how Reiki relates to other health care modalities and how to recognise conditions when Reiki partially meets the need and clients may wish to seek advice from other sources.
- To provide an understanding of the application and limitations of different methods of treatment, and how these may be modified for different client needs.
- To provide an understanding of how self-treatment and/or meditation techniques, as appropriate to their style/system of Reiki, may help to maintain stability.
- To provide students with an understanding of potential outcomes to Reiki.

b) Learning Outcomes

By the end of the course students will:

- Be able to explain their particular style/system of reiki including:
 - a. the history and development of that system/style
 - b. their own lineage back to Mikau Usui
 - c. why attunements should be in person prior to practicing professionally
 - d. how a treatment is given
- Know and understand the practice of their particular style/system of Reiki, including:
 - a. The use of energy
 - b. The importance of self-treatment
 - c. The range of possible recipients for the Reiki (e.g. animals/humans/plants).
- Be able to carry out Reiki treatments safely and effectively in their particular style/system, tailored to the needs of the individual and ensuring the comfort and well-being of the client throughout.
- To recognise when Reiki partially meets the need and clients may wish to seek advice from other sources.
- Understand the application and limitations of different methods of treatment, and how these may be modified for different client needs.

- To be aware of their own emotional state and others and know how to use self-treatment and/or meditation techniques support their own practice and spiritual development.
- To be able to describe the potential outcomes to Reiki.

5. Practitioner Skills

a. Aims

- To provide the practitioner with a thorough understanding of their roles and responsibilities, and their limits under which they may operate, including confidentiality and professional boundaries.
- To ensure a thorough understanding and awareness of the concept of health and the individual and to examine all areas which impact on their physical, emotional, mental and spiritual well-being consistent with Reiki practice and principles.
- To ensure the importance of client involvement at all stages.
- To ensure the practitioner has a thorough understanding of the rights of the client and why it important to respect these.
- To develop the skills needed to communicate in an effective and professional manner, both with the clients and other healthcare professionals, including obtaining information through observation and effective questioning, whilst respecting privacy and dignity at all times.
- To understand the importance of, and develop the skills required, to reflect on their own practice and identify areas where further training or development would be beneficial and how to incorporate it into their own personal training plan.
- To understand the importance of, and how to obtain, formal or informal consent.
- To understand the importance of taking a full history of the client's effective functioning, physical, mental, emotional and spiritual well-being, lifestyle, diet, other treatments being received and any other factors which may affect their treatment; including their perception of Reiki, in order to plan and agree treatment, including evaluation methods to be used by the client.

- To maintain full and accurate client records, taking into consideration ethical and legal guidelines.
- To be aware of the role of the client and other people who may be involved in the client's treatment, either as a companion or healthcare professional.
- To know that there are no contra-indications to Reiki when it is used on its own.
- To have a basic awareness of common physical conditions including those which are notifiable diseases or require immediate medical attention.
- To have a basic understanding of the body's stress and immune responses.
- To have a basic awareness of the skeletal structure together with the function and locations of the major organs.
- To understand the body's physiological and psychological stress response and its affect on the immune system.
- To understand how Reiki can be used to manage stress and how to explain its effects.
- To be able to interpret scientific research investigating the effects of Reiki on pain management, palliative care and stress relief and to be able to communicate these findings clearly.
- To understand what appropriate aftercare advice should be given and how to monitor and evaluate changes in the client, how to adapt the plan or determine whether to continue treatment.
- If appropriate for the style/system of Reiki care practiced, understand the importance of giving clear guidance on self-treatment, including possible outcomes and the extent of practitioner responsibilities.
- To understand why it is important to explain the various Reiki treatment options to the client, in order that the client may make informed choices with regard to the agreed treatment plan including location, cost, duration and timing and any factors that may alter the plans.
- To be able to manage time effectively.

b. Learning Outcomes

By the end of the course the students will:

- Be aware of the client's health, effective functioning and physical, mental, emotional and spiritual health of the client, recognise how this will be affected by the client's previous and present care and understand how these may impact on the client both before and after the treatment.
- Be aware of factors which may affect a client's lifestyle and beliefs, and how diet, lifestyle and beliefs can affect health and well-being.
- Be able to monitor and evaluate the changing needs of the client to adapt the treatment accordingly during the session or in future sessions or determine whether to continue treatment.
- Be able to use different forms of communication effectively in order to obtain all relevant and accurate information to identify need, using the skills of listening, observation, sensitive questioning and verbal communication to develop rapport, to ensure the client ease, and to confirm their understanding, whilst at the same time respecting their full rights, privacy and dignity and adapting vocabulary pace and tone to meet the needs of the client.
- Be able to explain how stress affects the body and its effects upon the immune system.
- Be able to understand and critically evaluate scientific literature investigating the effects of Reiki.
- Demonstrate a clear understanding of their competence and when and how to make referrals and restrictions to practise (e.g. veterinary/legal).
- Be able to discuss and agree possible treatment options with the client, based on the information obtained during the consultation in order to fully meet their need and ensuring that the client has a realistic expectation of Reiki treatment.
- To be able to record discussions and decisions made following an evaluation and review of treatment.
- Have an understanding of how to develop a professional relationship with the client from the beginning, and the importance of encouraging the client to ask questions, express any concerns and know how to deal with conflicting advice which clients may receive from others.

- Be able to identify their own effectiveness and identify areas for self-development including, updating with any new developments in the field of Reiki, including where to obtain further training and how to develop a training plan.
- To be able to obtain formal or informal consent, and to understand all policies relating to consent.
- To understand why it is important to keep clear and accurate client records, and be able to do so in a clear and confidential manner.
- Understand circumstances when others may become involved with a client's treatment, and when it is appropriate to share information with them.
- Understand why it is important to recognise certain conditions, including disability, when certain referrals have to be made, or where treatments need to be modified or refused.
- Understand the physiological and psychological effects of stress and the immune system.
- Be able to understand and communicate scientific evidence detailing the effectiveness of Reiki.
- Be able to discuss and understand common conditions with clients and other healthcare professionals.
- Understand the client's (companion's) and the practitioner's role with regard to what appropriate aftercare advice should be given, which may be verbal or written, including advice about possible outcomes if the Reiki is to be beneficial.
- If appropriate for the style/system of Reiki practised, understand the client's and the practitioner's role with regards to self-treatment, and be able to give guidance to the client on self-treatment and possible outcomes.
- Be able to discuss agree/review a treatment plan which is acceptable to the client, including the role of each individual, the location, cost, duration and timing of the Reiki treatment.
- To be able to apply their skills of communication to carry out any effective evaluation and review of any Reiki treatment with the client, and understand the importance of this with regards to the client's well-being.

- Be able to modify or discontinue any treatment following full discussion with the client's, in order to meet their changing needs.
- Understand the importance of respecting the rights and interests of others, treating everyone equally and in ways which respect diversities and differences.

6. Practice management

a) Aims

- To provide an understanding of what environment, facilities and equipment are required for an appropriate treatment area.
- To provide a full understanding of the ethical, legal and professional guidelines within which the Reiki practitioner must operate, and how to apply these in support of the client (human/animal), including both national and European legislation.
- To provide an understanding of why it is important to stay up to date with all aspects of legislation and standards within the work role as a Reiki practitioner.
- To provide an understanding of relevant health and safety legislation, how it applies to the work role, and responsibilities of both the practitioner and other individuals.
- To be aware of their professional code of practice and conduct including their own professional responsibilities and accountability in their role.
- To have an understanding of the resources and information which may be available to the Reiki practitioner and/or to clients and any restrictions of their use including an awareness of alternative options available to clients.
- To become aware of local healthcare providers and other practitioners and know how to develop links effectively with them.
- To know the circumstances when they should not, or may choose not to accept a client.
- To know about ways of marketing a practice, where appropriate.
- To have a basic awareness of business finance.

- To know the procedures for record keeping in accordance with legal and professional requirements.

b) Learning Outcomes

By the end of the course students will:

- Know why it important and how to set up an appropriate environment, in which to greet clients and give Reiki.
- Apply all aspects of ethical, legal and professional guidelines and legislation to their work role including confidentiality, equality, diversity, discrimination, data protection.
- Keep themselves up to date through continuous professional development with all aspects of legislation and standards.
- Work in a safe and secure manner in accordance with health and safety legislation and encourage others to do the same.
- Be aware of their professional code of practice and conduct including their own professional responsibilities and accountability in their role.
- Be aware of the resources and information available to the Reiki practitioner and/or to clients, including information on complimentary health care, animal referrals and know how to use or recommend these appropriately.
- Be aware of local healthcare providers and other practitioners, and know how to develop effective links with them.
- To be able to prepare yourself, undertake a consultation, give Reiki and support the clients and any companion whilst managing time effectively.
- Know circumstances when they should not or may choose not to accept a client.
- Encourage clients to be proactive in any decisions that are made about their care.
- To complete and maintain records in accordance with professional and legal requirements.
- Explain the nature of the service and the fee structures to the client.

7. Course Outline

The entry points onto the course are detailed in the Training requirements section of the document. Below are the components of the programme. The course is designed for completion within 9 months, but it can be longer if you need more time to complete all the components required. In addition to below is a detailed manual and suggested reading list.

Components	Duration
Reiki level 1 & 2	2 x One day courses
Practitioner Reiki case study clients 1 - 20 Self treatment 1-25	20 hours 25 hours
Theory and Practice workshop	One day
Practitioner Reiki case study clients 21 - 40 Self treatments 26 - 50	20 hours 25 hours
Practitioner Skills Workshop	One day
Practitioner Reiki case study clients 41 - 60 Self treatments 51 -75	20 hours 25 hours
Practice Management workshop	One day
Practitioner Reiki case study clients 61 - 75 Self treatments 76 - 100	20 hours 25 hours
Energetic Practice Workshop	One day
Skype and Webinar content	15 hours

8. Assessment

The course is assessed by ratio of 25% theory & 75% practice - details of assessment evidence below found in section 9.

9. Assessment of Evidence

The range of possible evidence sources, include: -

- Observations by suitably qualified person(s)

- Case studies
- Peer reports
- Professional discussions
- Video/audio recordings
- Testimonials from clients .
- Written questions or assessments
- Practical assessment
- Verbal questions.

Students may include any or all of the following evidence sources to support their final portfolio: -

- Case studies
- Peer reports
- Professional discussions
- Video/audio recordings
- Testimonials from clients
- Records, diaries, logs etc.
- Verbal discussions

Students are required to complete a final written paper set by Reiki Council.