THERAPIST TOOLS / RESOURCE 13

Communication Session Planner

Plan a collaborative session, rehearsal and between-session practice.

Name / reference: _____ Date: _____

Use with clinical judgement and the client's goals. Clarify a specific episode and its maintaining cycle before selecting a skill. Consider culture, power, discrimination, trauma, neurodivergence and preferred communication formats. Do not use eye contact or a uniformly calm voice as universal success criteria. Check whether direct practice is appropriate and safe.

WORKED EXAMPLE

Goal: pause before agreeing to extra work. Cycle: fear of rejection -> instant agreement -> relief -> overload. Session: explore prediction, practise a brief pause statement, then agree one low-stakes trial. Feedback focuses on clarity, choice and fit with the client's values.

START HERE

Client reference / date (use a service-approved identifier):

Collaborative target: specific episode and desired change:

Maintaining cycle: triggers, beliefs, emotions, responses and consequences:

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A HELPFUL REMINDER

Use service-approved storage for completed clinical records. The website does not need to collect worksheet answers.

PRACTISE IN YOUR OWN WORDS

Context, accessibility, power and safety considerations:

Selected skill and why it fits this formulation:

Rehearsal plan: roles, wording and agreed feedback focus:

Between-session practice: prediction, action, observation and support:

Review plan, outcome markers and any supervision questions: