

Hi There,

Because we will be making the transition from the familiar experience of meeting in person, to the adjustments to working with each other virtually, I wanted to offer some helpful guidelines that should not only make the transition easier but will also enhance the productivity of our on-line sessions. We are entering this new arena together, and I am sure that we will organically learn how to work in this format more and more effectively with practice, and experience over time.

- ◆ Make sure that you have a good Reliable Internet Connection.
- ◆ Location: It is important that you are together in the Same Room at the time for our sessions.
  - Find a place that is private. (I know that this may be tricky if you have young children – If you are able to offer them some kind of activity to occupy their attention for the hour, that would be advisable).
  - Sit in relatively close proximity to one another in order for me to be able to see both of you clearly.
  - Using a white noise app on your phone may help enhance the privacy of your sessions if you have concerns about being overheard.
  - You may find that using a larger screen enhances your engagement with the therapy session. I will be using a television monitor in order to enhance my ability to more clearly see you since we will not be together in person.
- ◆ Therapy Process – In the absence of sitting with you in person:
  - I may ask you questions that seem overly obvious about your emotional experience than I normally would in order to clarify and validate my sense of what may be surfacing for you in the moment.
  - I will not be able to roll my chair close to you in moments of tension, conflict, or emotional intensity. Therefore, I may ask you to tune in to me more than usual during these specific moments in order to slow things down and more effectively process what is occurring (i.e. look at my face, listen to my suggestions, hold an intense moment without moving on etc.)
  - It will become incumbent upon you to be more Aware and Transparent about your Emotional Experience as I will have fewer regarding what may be happening internally for you in a virtual session than I would in person. I ask that you remain more aware of your internal emotional experience. When emotion surfaces internally, please you do your best to verbalize what is happening in the moment so that I am able to stay as close to your experience as possible.

- ◆ Lastly, I want you to know that we are in this together, and we will be figuring how to best work with one another over the course of time. I am grateful that we will be able to continue our work together, and look forward to the ongoing opportunities for growth, connection and healing.

Warmest Regards,

Alan