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### Preparing to be Fully Present

Everyone has different ways of how they cope and let go of personal concerns or things they may be going through. This happens so these concerns or problems do not interfere with working with a client. Keeping your private life separate from your work life will help from things negatively affecting your job and career. Practitioners have to maintain that professional role and show the example towards clients that they are working with. They also have to willingly handle any negative or troubling that may try to come their way!

To calm my mind about personal concerns or problems so I can concentrate and focus on my client, I will engage in relaxation skills such as relating, relaxing, and releasing to calm myself to better assist the client. Relaxation skills that I would do at my job is to listen to instrumental music. By my job being to assist and help clients, I will have to remain as positive as possible. If I was to show my client that I am down or bothered by something, the client may not feel helped with or may feel uncomfortable. The client could already be going through something, so I would have to let go of what may have happened with me and focus on assisting them. I would also write out personal tasks that I have to do at my job for that day to clear and get things off of my mind. Focusing and reflecting on how well I met with the previous client will help me clear my mind as well because it will allow me to want to be even better than before!

Focusing involves a lot of energy from there being many distractions in the world. I will refocus my mind on what tasks that I have to do. To avoid troubling calls or talks happening before I go into work, I would have my phone turned off or on do not disturb. Things that I may

be told that is troublesome or bad is hard for me to get over, so I will come up with useful strategies to get past it. I also have to remind myself that life is all about being happy and remaining positive, so I will not let that one thing get to the best of me. Sometimes people that you may communicate with have negativity minds to where that's all they talk about. Whether it is telling you what they are going through, this can change your whole mood. To really make sure that I maintain that professional role and continue helping clients be the best they can be, I will continue to block out negativity people. People will try and test you knowing that you are a professional practitioner, so they will do things that they know will bring you down. But as being professional, I will not allow them to and I will continue showing the example to my clients and others!