

BROOKS INSTITUTE OF HYPNOSIS LLC – 877 671-4282

POLICIES AND PROCEDURES FOR TELEPHONE HYPNOSIS SESSIONS

These guidelines are in place to insure your comfort, your safety, and a successful hypnotic experience!

- **Please make sure that you will be undisturbed during your session.**
- All telephones, pagers, televisions and other sources of sound or interruption need to be TURNED OFF so that nothing will disturb your hypnosis session.
- You will need a telephone with a headset w/microphone so that your hands are free.
(Speaker phones don't work well.)
- You will want to choose an area where you can experience maximum comfort when you are being hypnotized. This should be a place where you are fully supported no matter how deeply relaxed you become. Most people enjoy having their feet up and reclining during hypnosis. This can be done either in a recliner or lying on a comfortable couch or bed.
- Avoid taking illegal drugs or alcohol within 24 hours of your session, as they can prevent you from becoming hypnotized. If you are on anti-depressants, pain medication, sedatives or other prescription drugs which affect alertness and/or brain function, please have your session at a time when you have the least amount in your system. For example, if you normally take your pills at 9:00 p.m., schedule your appointment for 7:00 p.m.
- It is preferable to have your hypnosis session when you are slightly drowsy, rather than when you are wide awake and alert. Please avoid taking caffeine (coffee, caffeinated sodas and teas) for at least two hours before your appointment.
- We encourage you to have your session in a private space, and ask that you request family or others sharing your living quarters to be quiet and to avoid entering the room during your session. It is important *that you not be interrupted under any circumstances* except genuine and serious emergencies.
- Pets need to be in another room or space during your hypnosis session, no matter how adorable they are. This includes the coziest of cats and oldest of dogs. We love animals, but no matter how well behaved your pets are, we have found that they inevitably move, make noise or otherwise demand attention when their owners are in hypnosis, and this can distract, interrupt and even prevent the hypnosis process. (Exception: Fish are not required to leave the room!)
- **Make sure to take a bathroom break BEFORE your session begins!**

- You will want to take your shoes and glasses off during your hypnosis session. You don't go to sleep at night wearing your shoes and glasses; similarly, you will relax best and enter hypnosis most easily without them on.
- Cover yourself with a snugly comforter or blanket, *even if you think you won't need one!* Your body temperature drops when you are in hypnosis, and you will probably be grateful for the warmth.
- **Please place your call no later than five minutes after the scheduled appointment time. Mr. Brooks will be reserving this time especially for you so that she can be completely available, just as if you were to come to our office. Those who do not call at the scheduled time will still be charged in full for their session. Clients are responsible for maintaining their call. Our phones are well maintained. We do not offer refunds for calls dropped or lost because of poor connections, low batteries, or any other condition on the client's end.**
- Naturally, we understand that circumstances might arise which would require you to change your appointment. In this case, please call us at the below number at least 24 hours in advance, and we will be happy to arrange another time for your session.
- The telephone number to call for your hypnosis appointment will be provided with your appointment payment confirmation.

Thank you for your trust in us! We look forward to your session and helping you to achieve your goals through hypnosis.