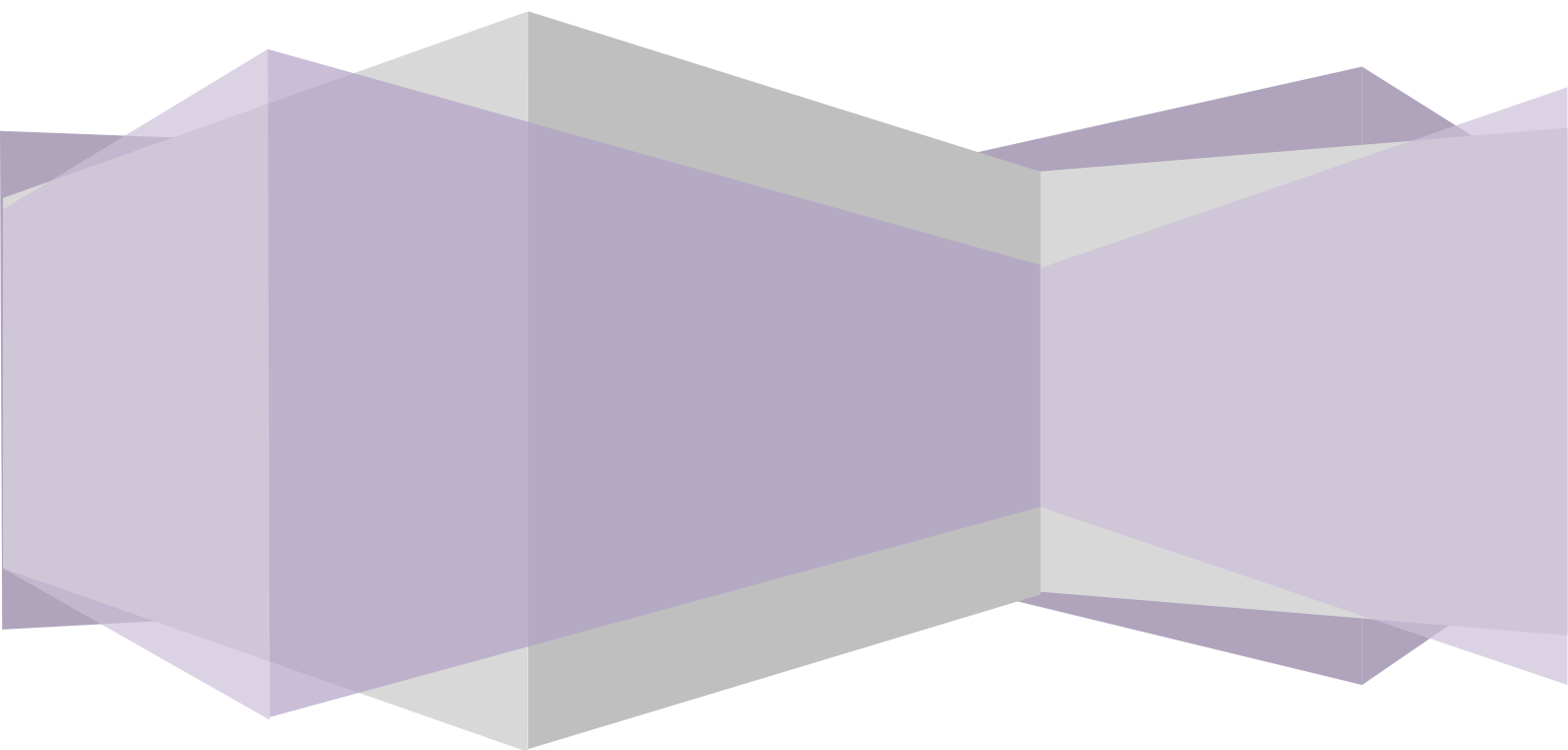


Serenity

Programme

Introduction Checklist



Name of Introducer	Participant Identifier	Date of Introduction

	Done?
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Topic: Introductions

- Step 1**
- Introduce yourself and explain your role
 - Clarify the time limits of appointment
 - Explain the limits of confidentiality and the purpose of note taking

Topic: Agreement and Boundaries

- Step 2**
- Talk through the [CCBT agreement](#)¹ and establish boundaries (explain that guided self-help is different to counselling)
 - Explain how the telephone support works
 - Explain how the participant can contact their helper
 - Explain that **three** attempts will be made to contact participants
 - Clarify the duration of 'phone calls (10 - 15 minutes)
 - Explain the procedure for missed or late appointments – for both the helper and the participant (see the [CCBT agreement](#)¹ document)

Topic: Introducing the Serenity Programme and CCBT

- Step 3**
- Ask – ‘What have you been told about the Serenity Programme?’
 - Explain - You can work through the Programme...
 - At home or in your local Parabl partner’s office
 - On your own or with a helper
 - At your own pace

Explain – ‘CBT involves talking through different aspects of your problems, this might include ...’

- Depression | anxiety | phobia(s) | stress
- Breaking problems down
- Experimenting with different solutions
- Looking at problems from different perspectives

Work through the [Programme Outline](#)¹ document

Topic: Outcome measures

Step 4 Help the participant complete the [CORE-34](#)² outcome measure

Topic: Introduce the Programme on the computer

Step 5 Demonstrate how to access the [Programme](#) on a computer, including how to enter their username and password

Show the participant how to save the workbooks

Talk the participant through [Section 1 – Introduction](#)

Show the participant the tasks, notes section and DASS

Topic: Contact

Step 6 Confirm participant’s email address, ‘phone number and availability

Explain the participant will be allocated a helper who will contact them

Pass details to Mind Aberconwy

¹ document is available via the [Serenity Programme Website](#)

² document is copyright, available via the [CORE IMS Website](#)

Intended audience: Serenity Programme volunteers (‘introducers’) working with Parabl

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