

GLOBAL GRIEF NETWORK

Grief Practitioner Toolkit

Practical working tools for grief support

For GGN Certified Somatic Grief Support Practitioners
and participants in GGN Grief First Aid and Grief Accomplice

1 INTAKE AND ASSESSMENT

2 SESSION TOOLS

3 SAFETY

4 CLIENT HANDOUTS

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Toolkit Guide and complete set of tools | Edition 1 | 2026

Global Grief Network. For educational and support purposes; not a substitute for licensed mental health care.

GLOBAL GRIEF NETWORK | PRACTITIONER TOOL

Toolkit Guide

Start here: what each tool is for, when to use it, and the scope reminders that apply to all of them

Welcome

The GGN Grief Practitioner Toolkit is a set of practical working tools for everyday grief support. It gives you ready-to-use forms, session aids, safety resources, client handouts, worksheets, and tools for your own care, all in one consistent format.

The toolkit is designed to sit alongside your GGN training. It does not repeat the somatic curriculum or teach new practices. Where a tool touches on something you learned in training, such as grounding or the SAFE-LINK crisis protocol, it points you back to that training rather than replacing it.

Who the toolkit is for

- **GGN Certified Somatic Grief Support Practitioners**, for use across the full course of support with clients.
- **GGN Grief First Aid participants** and **Grief Accomplice participants**, for use within the role and training you have completed.

Use only the tools that fit your role and training. If you are unsure whether a tool is right for your setting, ask your GGN supervisor or program lead before using it.

How the toolkit is organized

Section	What it contains
1. Intake and Assessment	Client Intake Form, Grief History Timeline, Loss Inventory. Practical information gathering, not mental health assessment.
2. Session Tools	Session Notes Template, Opening and Closing Check-In, Grounding Script Card.
3. Safety	Crisis and Risk Screening Guide, Safety Planning Template, Referral Checklist. Non-clinical and referral-focused.
4. Client Handouts	What Grief Can Feel Like in the Body, Coping Practices for Hard Days, Talking With Children About Grief.
5. Practice Worksheets	Memory Map, Letter to My Loved One, Anniversary and Hard Days Plan.
6. Practitioner Care	Practitioner Self-Care Check-In, Burnout Warning Signs Card.

Tool index

Tool	Use it when	Completed by	Formats
1.1 Client Intake Form	First meeting, after consent is signed	Practitioner with client	PDF, Fillable PDF, DOCX
1.2 Grief History Timeline	Early sessions, to see the current loss in context	Client, with practitioner support	PDF, Fillable PDF, DOCX
1.3 Loss Inventory	Sessions 2 to 4, to name secondary losses	Client, with practitioner support	PDF, Fillable PDF, DOCX
2.1 Session Notes Template	After every session	Practitioner	PDF, Fillable PDF, DOCX
2.2 Opening and Closing Check-In	Start and end of every session	Practitioner with client	PDF, Fillable PDF, DOCX
2.3 Grounding Script Card	When a client is flooded or foggy, or to close	Practitioner (read aloud)	PDF, DOCX
3.1 Crisis and Risk Screening Guide	Any safety concern; at intake; around hard dates	Practitioner	PDF, Fillable PDF, DOCX
3.2 Safety Planning Template	When thoughts of suicide or high distress are present	Client and practitioner together	PDF, Fillable PDF, DOCX
3.3 Referral Checklist	When needs go beyond grief support, or you are unsure	Practitioner	PDF, Fillable PDF, DOCX
4.1 What Grief Can Feel Like in the Body	When a client notices physical changes in grief	Client handout	PDF, Fillable PDF, DOCX
4.2 Coping Practices for Hard Days	To build a plan for heavy days between sessions	Client handout	PDF, Fillable PDF, DOCX
4.3 Talking With Children About Grief	When a client is caring for grieving children	Parent or caregiver handout	PDF, DOCX
5.1 Memory Map	To gather and honor memories of the person	Client worksheet	PDF, Fillable PDF, DOCX
5.2 Letter to My Loved One	To express what was unsaid or stay connected	Client worksheet	PDF, Fillable PDF, DOCX
5.3 Anniversary and Hard Days Plan	Weeks before birthdays, holidays, anniversaries	Client worksheet	PDF, Fillable PDF, DOCX
6.1 Practitioner Self-Care Check-In	Weekly or monthly, and before supervision	Practitioner (private)	PDF, Fillable PDF, DOCX
6.2 Burnout Warning Signs Card	Keep at your desk; review when depleted	Practitioner (private)	PDF, Fillable PDF, DOCX

Scope reminders for every tool

GGN practitioners do

Offer compassionate, non-clinical grief support. Listen, share general grief education, and offer practical tools and gentle practices as invitations. Notice safety concerns, ask directly, and connect people with emergency services, the 988 Suicide & Crisis Lifeline, and licensed professionals. Keep careful, respectful records. Seek supervision.

GGN practitioners do not

Provide counseling, mental health treatment, or medical care. Diagnose, label, or treat mental or physical health conditions. Assess suicide risk as a clinician would, or manage a crisis alone. Advise on medication. Present any tool in this toolkit as a validated clinical instrument or a substitute for licensed care.

Describe these tools to clients as support materials. Suitable words include "support," "worksheet," "plan," and "reflection." Avoid words such as "treatment," "clinical," "diagnosis," or "test."

Help is available, any time

If you or someone else is in immediate danger, call 911 (or your local emergency number).

988 Suicide & Crisis Lifeline: call or text **988**, or chat at 988lifeline.org (United States). Free, confidential, 24 hours a day.

Outside the United States, contact your local emergency number and crisis line.

Using the files

Print PDF

Branded, print-ready pages on US Letter paper. Print at 100% scale (actual size). Cards print two per page; cut along the dashed line.

Fillable PDF

Type directly into the form fields using a free PDF reader such as Adobe Acrobat Reader. Save a separate copy for each client, and store it securely.

DOCX

Editable in Microsoft Word or Google Docs. Add local details such as crisis numbers and referral contacts. Please keep the GGN branding, footer, and safety information intact.

Records and privacy

Completed forms contain personal information. Store them securely, share them only with consent, and follow the GGN Privacy and Data Protection Policy and the law where you practice.

Tool by tool

1. Intake and Assessment

Tool	What it is for and when to use it	Scope reminder
1.1 Client Intake Form	at the first meeting with a new client, after the GGN informed consent and release has been explained and signed. It gathers practical details and the client's hopes for support. It is not an assessment of mental health.	Gathers practical information and hopes for support. It does not assess mental health. The safety questions lead to Tool 3.1, never to a judgment of risk.
1.2 Grief History Timeline	in the first few sessions, to see the client's current loss in the context of earlier losses, changes, and the strengths that carried them. It can be completed over several sessions.	The client owns the timeline. Pace it, and avoid interpreting patterns for the client.
1.3 Loss Inventory	once the client feels settled with you, often in the second to fourth session. It helps name the secondary losses that ripple out from a primary loss, so they can be seen, honored, and supported.	Not a measure of grief. Use "High" marks as invitations to talk, plan, or refer for practical help.

2. Session Tools

Tool	What it is for and when to use it	Scope reminder
2.1 Session Notes Template	after every session, ideally within 24 hours. Notes record what was offered and agreed, support continuity of care, and document any safety steps. Keep them brief, factual, and free of diagnostic language.	Plain, factual language only. No diagnostic labels.
2.2 Opening and Closing Check-In	at the start and end of each session to see how the client is arriving and leaving, to agree on what would help today, and to make sure they leave with support in place.	The 0 to 10 numbers are conversation starters, not scores, and are not a clinical measure.
2.3 Grounding Script Card	when a client feels flooded, foggy, or far away during a session, or to help close a session gently.	Supports, and does not replace, the practices taught in your GGN training. Stop if distress increases.

3. Safety

Tool	What it is for and when to use it	Scope reminder
3.1 Crisis and Risk Screening Guide	whenever you are concerned about a client's safety: at intake, when warning signs appear, around anniversaries, or whenever you have a sense that something is wrong. Use it alongside your GGN SAFE-LINK training.	Non-clinical and referral-focused. Use alongside SAFE-LINK. It does not predict risk. When in doubt, call for help.
3.2 Safety Planning Template	This is your plan for getting through a very hard moment. We will write it together, in your words. Keep a copy somewhere easy to find, such as your phone, wallet, or bedside table.	Written in the client's own words. A safety plan supports, and does not replace, crisis services or licensed care.

Tool	What it is for and when to use it	Scope reminder
3.3 Referral Checklist	whenever a client's needs go beyond grief support, or when you are unsure. Referring is a sign of good practice, not a failure. GGN support can often continue alongside licensed care when everyone agrees.	Referral is good practice. Get written consent before sharing information.

4. Client Handouts

Tool	What it is for and when to use it	Scope reminder
4.1 What Grief Can Feel Like in the Body	Grief is not only something we feel in our hearts and minds. Many people feel it in their bodies too. If you are noticing changes, you are not alone, and you are not grieving the wrong way.	General information. New, strong, or lasting physical symptoms go to a doctor; chest pain or trouble breathing is a 911 call.
4.2 Coping Practices for Hard Days	Some days are heavier than others. On a hard day, smaller is better. Pick one thing from this page and try it. Nothing here is a test, and you do not have to do it perfectly.	Offer one or two ideas, not a list of tasks. Invite the client to adapt them.
4.3 Talking With Children About Grief	Children grieve too, though it can look different from adult grief. You do not need perfect words. Being honest, patient, and present is what helps most.	General guidance for caregivers. Persistent changes in a child call for a pediatrician or licensed child clinician.

5. Practice Worksheets

Tool	What it is for and when to use it	Scope reminder
5.1 Memory Map	A memory map is a way to gather the many pieces of a life and a relationship in one place. Write their name in the center, then add words, phrases, or small drawings in any box. There is no order, and you can come back to it any time.	Some memories are painful or complicated. Any box can stay empty.
5.2 Letter to My Loved One	Writing to someone who has died can be a way to say what was left unsaid, share news, ask questions, or simply feel close. There are no rules. You can write to a person, a pet, or something you have lost.	Never required. Offer support for strong feelings that may follow.
5.3 Anniversary and Hard Days Plan	Birthdays, holidays, and the anniversary of a death can bring strong waves of grief. The days leading up to them can be hard too. Planning ahead does not take the grief away, but it can help you feel less caught off guard.	Start planning several weeks ahead. Revisit the safety plan if hard dates raise concern.

6. Practitioner Care

Tool	What it is for and when to use it	Scope reminder
6.1 Practitioner Self-Care Check-In	weekly, or at least monthly, and before supervision. This is a private reflection tool, not a measure or score. Notice trends over time and act early.	Private reflection, not a score or a measure. Bring trends to supervision.
6.2 Burnout Warning Signs Card	as a desk or wallet reminder, and during self-care check-ins, to spot early signs of depletion in yourself.	A reminder, not a checklist for diagnosing burnout. Seek your own support early.

A note on language and evidence

All content in this toolkit is original Global Grief Network material written for support settings. It contains no validated clinical instruments and makes no clinical claims. If a client needs a formal assessment, refer them to a licensed professional (Tool 3.3).