

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

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

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GLOBAL GRIEF NETWORK | PRACTITIONER TOOL

Session Notes Template

Session Tools | One page per session

Use it when: 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.

Client ID or initials | **Date** | **Session number** | **Length (minutes)**

Format

☐ In person ☐ Online video ☐ Phone ☐ Group

Steadiness at opening (0 to 10, from Tool 2.2) | **Steadiness at closing (0 to 10)**

Opening check-in: what the client brought today

Focus of the session

What was offered

☐ Listening and reflection
☐ Grief education
☐ Grounding (Tool 2.3 or training practice)
☐ Worksheet or handout (name it below)
☐ Remembrance or ritual
☐ Coping or hard days planning
☐ Anniversary planning
☐ Resource or referral information
☐ Other

Client response and observations (what you saw and what the client said, in plain words)

Safety and referral

- [ ] No safety concerns raised
- [ ] Concern raised: Tool 3.1 record completed
- [ ] Safety plan reviewed or updated
- [ ] Crisis resources shared (988, 911)
- [ ] Referral discussed or made
- [ ] Supervisor informed

Details, if any

Next steps

Agreements, practices, or worksheets for between sessions

Next session date and time

Follow-up needed before then? (what and by when)

Practitioner reflection and topics for supervision (keep separate if your records may be shared)

Practitioner signature

Date completed

Documentation reminders

- Write what happened, not interpretations. "Client said she has not slept well since the funeral" rather than labels or diagnoses.
- Record only what is needed. Use a client ID where possible.
- Store notes securely and keep them as long as the GGN Privacy and Data Protection Policy and your local law require.
- Clients may ask to see their records. Write every note as if the client will read it.

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GLOBAL GRIEF NETWORK | PRACTITIONER TOOL

Opening and Closing Check-In

Session Tools | A few minutes at the start and end of each session

Use it when: 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.

Client ID or initials

Date

Opening check-in

Suggested words: "Before we start, let's take a moment to see how you are arriving today. There are no right answers."

Right now, how steady do you feel?

○ 0 ○ 1 ○ 2 ○ 3 ○ 4 ○ 5 ○ 6 ○ 7 ○ 8 ○ 9 ○ 10

0 = not steady at all 10 = very steady

One word for how you are arriving

Energy today (low, medium, high)

Has anything happened since we last met that you would like me to know?

What would make our time useful today?

Is there anything you would rather not go into today?

Closing check-in

Suggested words: "We have about ten minutes left. Let's check in on how you are leaving and what will support you."

Right now, how steady do you feel?

○ 0 ○ 1 ○ 2 ○ 3 ○ 4 ○ 5 ○ 6 ○ 7 ○ 8 ○ 9 ○ 10

0 = not steady at all 10 = very steady

One thing you are taking with you from today

What will support you between now and our next session?

Who can you reach if today stirred things up?

Next session

Practitioner guidance

- If the closing number is clearly lower than the opening number, allow time to settle before ending. Use a grounding practice from your training or **Tool 2.3**, and review the client's coping plan.
- If the client mentions hopelessness, wanting to die, or wanting to "join" the person who died, ask directly about suicide and follow **Tool 3.1**.
- Remind every client how to reach support between sessions: call or text **988** for the 988 Suicide & Crisis Lifeline (US), or 911 in an emergency.
- Record both numbers in the Session Notes (Tool 2.1). Treat them as a conversation starter, not a score.

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GGN GRIEF PRACTITIONER TOOLKIT | TOOL 2.3 | SIDE A

Here and Now: a two-minute grounding script

Use when a client feels flooded, foggy, or far away, or to close a session. Speak slowly. Pause between lines. Everything is an invitation; eyes can stay open.

"Let's take a short pause together. You are in charge, and we can stop at any time."

"If it is okay, let your eyes rest on something in the room. What is one thing you can see?"

"What is one sound you can notice, near or far away?"

"Notice what is holding you up right now: the chair, the floor, the ground."

"If you like, let one breath out be a little slower than the last. There is no right way to do this."

"Can you tell me today's date and where we are right now?"

"What do you notice now, even if it is a small change?"

This card supports, and does not replace, the practices taught in your GGN training.

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GGN GRIEF PRACTITIONER TOOLKIT | TOOL 2.3 | SIDE B

Adapting, troubleshooting, and follow-up

Adapting

- Use the client's preferred anchor or practice if it is noted in their session record.
- Online: invite them to name or hold an object near them, and to feel their feet or seat.
- Offer choices: eyes open or lowered, sitting or standing, speaking or nodding.

If distress increases instead of easing

- Stop the script. Lower your voice and slow down. Say their name and today's date and place.
- Offer water, a change of position, or a short walk. Stay with them.
- If they are in danger, unresponsive, or have chest pain or trouble breathing: **call 911**.
- If thoughts of suicide come up: follow SAFE-LINK and **Tool 3.1**. 988 Suicide & Crisis Lifeline: **call or text 988**.

Afterward

- Ask what helped, and note it in the session record so it can be used again.

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