

## EFT Guide Sheet

### **Step 1: Identify the Issue/Incident/Aspects**

Identify the stressful or anxiety-provoking situation and accompanying feelings, physical sensations, or challenging thoughts. As you begin to learn the process, it can be helpful to write down the identified issue, incident, or aspects in a journal (Note: The journal component is optional. It can be a useful tool to track your progress.)

### **Step 2: Determine the Title and Reminder Phrases**

Assign a concise title to what you identified in step 1. The title will be used for the setup statement and the reminder phrase that follows. It is helpful to write the title in a journal under the issue, incident, or aspects you have identified.

**Example of a title:** “The panic I felt when I saw a spider in the bathroom” or “Feeling sick to my stomach when I have to talk to large groups/go to work.” or “Writing fills me with dread!”

The **reminder phrase** is “this (insert shortened version of your title)”.

**Example of shortened title:** “Panic at spider” or “Sick feeling in stomach” or “Writing - ugh!”

### **Step 3: Rate Your Level of Distress (SUDS)**

On a 0-10 Subjective Units of Distress Scale (SUDS), **0 equals no anxiety experienced and 10 the highest you ever experienced** regarding this issue.

**Rate your SUDS by asking:** “What is my level of distress *right now* as I think about this?” Record this SUDS in your journal under the title.

### **Step 4: The Set-up Phrase and Side of Hand Point**

The **set-up phrase** is formed by inserting your title as follows:

“**Even though I felt this (insert your title here), I (insert positive affirmation here)**”. Using this format, create your set-up phrase.

**Set-up phrases from above examples,** “Even though I felt this panic when I saw the spider in the bathroom, I am bigger than the spider!” or “Even though I feel sick to my stomach when I have to give a talk/go to work, I have I enjoy connecting with the people I work with/meet!” or “Even though writing fills me with dread, if I take it step by step, I can get it done”!

**Tap on the Side of Hand Point, while saying your set-up phrase: “Even though I felt this (title), I (insert positive affirmation).” Repeat the sequence 3 times while repeating your set-up phrase.**



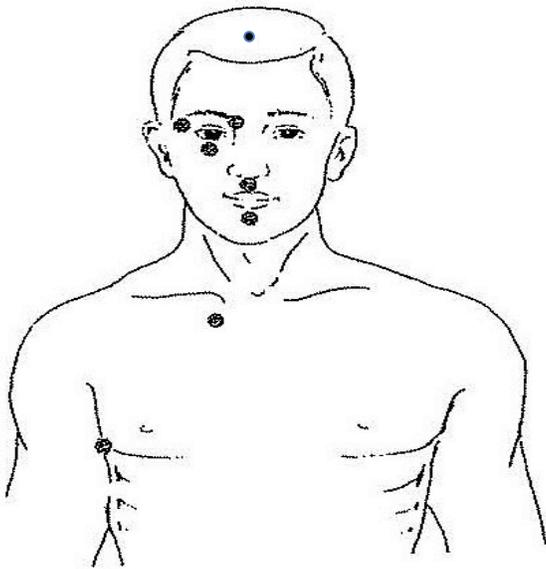
### **Step 5: EFT Tapping Sequence**

Following the Tapping Sequence below, tap about 7 times (anywhere from 5 to 9) using the balls of the fingertips of your index and middle fingers on each specified acupoints in the diagrams below while repeating your reminder phrase, “this.... (shortened title)”.

Note: Tap with either hand on either side of the body (see diagram below).

- 1) **Top of Head** (at crown of head)
- 2) **Eye brow** (at the inner edge of either eyebrow)
- 3) **Side of eye** (on the bony area beside either eye)
- 4) **Under eye** (on the orbital bone under the center of either eye)
- 5) **Under nose** (halfway between nose and upper lip)
- 6) **Chin** (halfway between lower lip and point of chin)
- 7) **Collarbone** From the collarbone, find the U-shaped notch (about where a man ties his tie). From the notch move right or left approximately 2" to a small depression, immediately below the collarbone.
- 8) **Under arm** (under the arm on either side of the body, halfway between the front and back of the body, usually right on the seam of one's shirt or about 4" below either armpit)

### Diagram of Tapping Points



#### Step 6: Assess Progress

**Re-assess your SUDS rating.** Note this SUDS in your journal under the initial one.

- a) If the SUDS is the **same** or **higher**, repeat steps 4, 5, and 6 up to five times. If SUDS does not drop after 5 rounds, check in with yourself to determine if you can become more specific about the concern or assess if another aspect of the concern has emerged. (Example – anxiety about a math test has shifted into fear of rejection/disapproval if I disappoint the teacher/my parents.
- b) If SUDS is **lower**, repeat steps 4, 5, and 6, using the following modifications.
  - 1) At Step 4, change the setup phrase to “even though I **STILL** have **SOME** of this (title), I (insert positive affirmation here).”
  - 2) At Step 5, change the reminder phrase to “**REMAINING** (title)” at each point tapped.

**c) If SUDS is zero, it is not necessary to repeat tapping protocol.**

Note the final SUDS rating at step 6 in your journal after repeated rounds are complete.