

It is important that you reach closure with your clients when they leave therapy - for them and for you. It is a wonderful time to get some feedback - it shows you their blind spots, projections and difficulties and it helps you see your blind spots, projections and difficulties if they are willing to give you feedback. It ensures there is accountability, so that people are given one last therapeutic gift - to at least be socialized enough to have good manners and social responsibility, instead of just disappearing.

This is the work - to use the RELATIONSHIP as the means to healing - not technique, not methods and philosophies, primarily, but you yourself as a clear and loving and authentic being - something no-one seeking therapy has actually experienced in any consistent way.

Consider the closing letter beneath and the short questionnaire. This can be formalized on-line with whatever language you are comfortable, and sent out as a matter of course to everyone who ends therapy by either storming out in a huff, or passive aggressively just disappearing. It all reveals their normal way of relating to other people and the letter is a correction.... the last gift you give them.

Consider the example below and modify to suit your style. Are there other elements you would include? This should be a document on line that can be easily modified and sent out after a client has failed to reschedule or has cancelled without rescheduling without communication. Make it a regular practice and notice your own resistance to doing it. What is this about? What is your fear?

Dear

Your last appointment was on If I do not hear from you by (usually the end of the month), I will be closing out your file.

It has been a privilege to accompany you on your life journey for a while and such a joy to see the insights you have had and changes you have made. (You can specify if you like)

Please know that I am here if you wish to resume the work with me somewhere down the path.

Your outstanding bill is This will automatically be sent to collections by the billing department, if it is not paid by (one month's grace),

In the interests of growing in awareness myself, it would be very helpful to me if you would be willing to fill out a short survey letting me know what parts of the work we did together was helpful, and what was not helpful.

Again, thank you. I wish you well on your quest,

Questionnaire:

What insights did you gain as a result of our work together?

What changes did you make as a result of our work together?

What was most helpful to you?

Did you have expectations, needs, wants that were not met?

Do you feel more secure in trusting yourself to speak authentically in relationship?

Are you leaving because you are dissatisfied and afraid to talk about our relationship?