



Level 3
Aromatherapy Diploma
Accredited by the CMA and IPHM
200 CPD'S



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This course is amazing, in that you get to workso enjoy the journey and let's get started.

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**THIS IS A COURSE
IN THE PRINCIPLES AND PRACTICE OF AROMATHERAPY.**

Begin an exciting exploration into the powerful properties of Essential oils.

Take charge of your health, knowing exactly which oils to use and when. Have something to offer to clients, friends and family suffering from everyday ailments, such as headaches, colds, flu, depression and stress.

Welcome to The School of Fine Tuning Aromatherapy Course. By enrolling on this course you have taken the first step to becoming a successful Aromatherapist.

Whether you simply wish to apply what you learn for the benefit of yourself and close friends or colleagues, or perhaps become a professional Aromatherapist, this course will help you to achieve your goal.

Online tutorial help is available throughout this course.
Please enter your name and student number in the subject line.

HOW TO STUDY THIS COURSE

Simply reading this course will not make you a competent Aromatherapist. To get the most out of this course you will need to apply what you learn and proceed in a conscientious manner:

- Find a quiet place to study your course. Distractions will not be conducive to progress.
- Study the modules at a sensible pace, do not rush and take your time.
- Read each element carefully and make sure that you understand it before you move on to the next module.
- Make notes as you go along, underline any paragraphs and sentences which you feel you would like to remember.

These are very simple guidelines, but if you follow them, then you are sure to get the maximum possible benefit from this course. Apply yourself and you will learn more and enjoy this Aromatherapy course more than you ever expected.

When you have completed the elements and you are confident that you understand them, move on to complete the questions which appear on the final pages. Some questions are very simple and will only require a little effort. Others require more effort and will therefore take longer to complete.

This course is suitable for those who have already qualified in Level 3 Anatomy & Physiology and Massage,

Suggested reading: -

Aromatherapy Blends and Remedies: Franzesca Watson

A-Z of Aromatherapy: Patricia Davis

Aromatherapy book by Robert Tisserand and Julia Lawless are great too.

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SUBJECTS INCLUDED IN THIS COURSE:

Holistic Therapy

Module 1 – History of Aromatherapy Module 2 – Health & Safety

Module 3 – Anatomy & Physiology

Module 4 – Essential Oils-Fundamentals of Aromatherapy

Module 5 – Carrier or Base Oils

Module 6 – Blending Oils and Safety Guidelines

Module 7 – Common Oils

Module 8 – The Psychology of Aromatherapy

Module 9 – Common Ailments

Module 10-Case Studies (including sample Case Study, consultation form and aftercare advice.

HOLISTIC THERAPY

Before we look at Aromatherapy let us look at holistic therapy as a whole. Holistic therapy does not preclude treating physical problems using known methodologies. The holistic approach, however, suggests that once the immediate physical problem has been addressed, the origins of the problem in the individual's emotional, mental, and spiritual life can be addressed.

The general idea of holistic therapy is that an individual's emotions, attitudes, and lifestyle are principal contributors to their health, including tendency toward accidents and injuries and susceptibility to disease.

Holistic therapy also tends to assume that no two individuals are identical and that in spite of physical, emotional, mental, and spiritual similarities each will have differences that may require different therapeutic approaches.

Holistic therapy includes a wide variety of modalities, all of which are designed and are interchangeable with each other e.g. An aromatherapist may well use Chakra Therapy within their treatment.

Most holistic therapists believe that all healing is essentially self-healing, that individuals have within them the resources required to promote their own health and well-being, and one of the goals of holistic therapy is to encourage individuals to become active participants in their own health process

MODULE 1 -THE HISTORY OF AROMATHERAPY



The word Aromatherapy combines two words - aroma (a fragrance or sweet smell) and therapy (or treatment). Aromatherapy combines a gentle massage with the use of essential oils obtained from plants and trees. These essential oils give the plants its fragrance.

We have to go far back into the mists of time for the origins of Aromatherapy. The use of aromatic resins, woods and herbs were the 'stock in trade' of natural medicine as practiced by ancient healers and were also highly prized as an enrichment to the religious and domestic lives of the people.

Myrrh was carried from the southern tip of Arabia by camel caravan alone; this came to be known as the Incense Road. Still harvested in the same way and in the same area to this day, myrrh, together with Frankincense was to the ancient civilisations of the Middle East, a most valued possession.

A tablet from Babylon dated around 1800 BC lists an order for oil of cedar myrrh and cypress. The Queen of Sheba gave gifts of spices to Solomon.

Cleopatra (Queen of Egypt) was reputed to have had her mattress stuffed with roses and rose petals strewn on her palace floors to a depth of 18 inches. The practice of scattering aromatic herbs and flowers on the floors of temples, churches, castles and private dwelling houses was to continue for centuries. Most of the time it was to counteract the unpleasant smells of damp and bad sanitation, but in times of plague or other pestilence it was a deliberate attempt to ward off the disease.

The Greeks learned a lot about perfumery from the Egyptians. This knowledge was in turn absorbed by the all-conquering Romans. In one city, their perfumeries occupied a whole street. By the year 565 their obsession was so great that a law was passed restricting the use of exotics for private use.

From earliest times, flowers, resins and spices had been used for scenting clothes and flavouring wine and food. It was not until 980 AD that the art of extracting the volatile oils from flowers by distillation, was reputed to have been discovered by a Persian doctor known to us as Avicenna, experimenting first with the rose and subsequently with many other plants.

The newfound ability to extract these volatile oils led to a flourishing perfume trade.

Rose water was made in vast quantities and was used and sold with other exotic perfumes and essences, which were introduced into Europe at the time of the crusades.

Early European perfumeries began by producing copies of eastern perfumes but by the thirteenth century had progressed to producing many of their own.

By the reign of Elizabeth the first, lavender water was already popular and interest in perfume was very high. The Queen herself created some of her own fragrances in the royal still-room. The Queen spent much money on perfumes and cosmetics. One of her annual expenses for the year 1584 shows payment to one John Kraunckwell and his wife of £40 for sweet waters.

Personal hygiene left much to be desired at this time and there was a great vogue for perfumed garments of all kinds, even gloves, which her majesty much favored.

Henry V, hero and victor of Agincourt carried a ball of musk as protection against the plague and foul smells.

By Elizabethan times, the wearing of pomanders as they came to be coined, became almost law. Queen Elizabeth usually carried a ball shaped pomander of ambergris and benzoin. Later ones were made

of pierced gold or silver with an aromatic core.

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Demand for all things aromatic was further increased through the seventeenth century in an attempt to combat the ever-threatening terrors of the plague. Scented candles, incense, fumigation's, inhalations; in fact, anything to ward off the 'poison' of the disease, which was believed to be airborne.

Doctors visiting the sick wore masks with beaks, which were stuffed with aromatics through which they breathed.

Small perforated aromatic boxes called cassolettes were carried on the top of walking sticks, a practice that was to continue well into the nineteenth century.

Vinaigrettes, of French origin, were replacing pomanders at this time and like cassolettes, the carrying of these boxes was to remain popular well into Victorian times.

In France in the 1770's Marie Antoinette set new fashions for more natural perfumes distilled from the violet and the rose, forsaking the heavier eastern perfumes.

Fragrant baths became important for the ladies of these times but regrettably all this was brought to an abrupt end by the guillotine of the Revolution but saw a revival by 1804 with Napoleon who was an extravagant user of Eau De Cologne made from the best ingredients that could be found. He also used white Windsor soap all his adult life which like Eau De Cologne also included oil of rosemary as one of its ingredients.

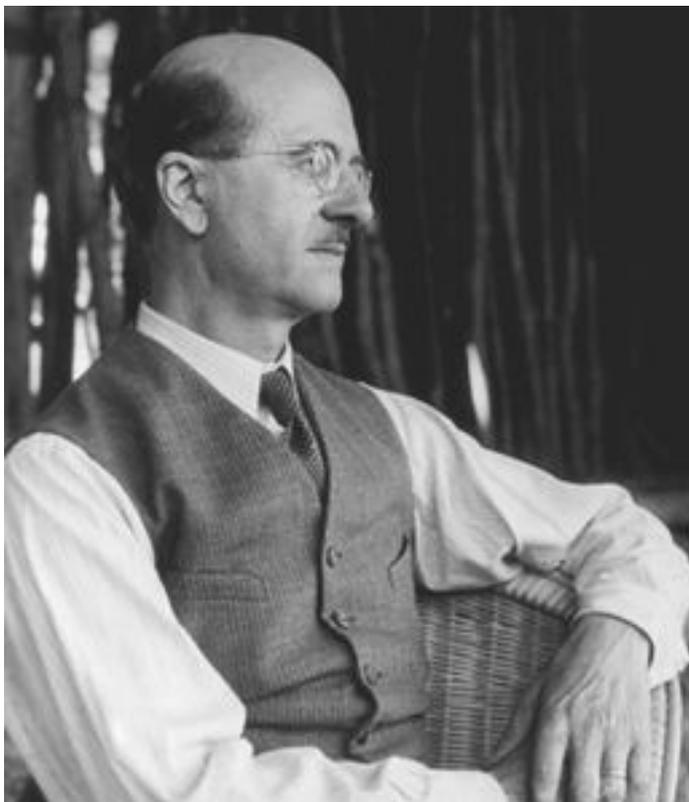
The perfume industry continued to grow and at that time perfumes were almost entirely made from natural essences. Grasse in France became and still is the world center for extraction of these essences.

During the late nineteenth and early twentieth centuries there was much research carried out to ascertain the true antiseptic properties of essences. It is worth noting that those working with aromatics and perfumery at those times came through practically unscathed. The old ideas of fumigation may also have had some value.

The Pasteur Institute in Paris was to discover that micro-organisms of yellow fever were killed in less than half an hour by Essential Oils of cinnamon, thyme, angelica and sandalwood. Other experiments concluded that tuberculosis bacilli were killed within twelve hours by vapour of oil of lavender.

Doctor Jean Valnet in more recent times has achieved much success using herbs therapeutically and used essences for the treatment of wounds during the war.

Born in Montchat near Lyon in 1881, René-Maurice Gattefossé is regarded as the Father of Aromatherapy and inventor of the word itself.



A famous French chemist and scholar, in 1910 he discovered the virtues of the essential oil of lavender. Gattefossé was working in the laboratories of the cosmetics firm owned and named after his family (of which he was to become head, and which is still in business today). He badly burned his hand during an experiment and plunged his hand into the nearest tub of liquid which just happened to be lavender essential oil. He was later amazed at how quickly his burn healed and

with very little scarring. This started a fascination with essential oils and inspired him to experiment with them during the First World War on soldiers in the military hospitals. He used oils of lavender, thyme, lemon and clove for their antiseptic properties. Gattefossé noted an increase in the rate of healing in wounds treated with essential oils and that the oils seemed to be free from the disadvantages present with other antiseptic agents in use at that time.

We now live in an age where Essential Oils with their gentle therapeutic powers have been largely superseded by chemicals. So it may be seen that a return to the ancient arts of Aromatherapy will come as an enhancement to our modern lives. You will need to remember that Aromatherapy is a holistic treatment, the aim of which is to produce a physical, spiritual, emotional and mental sense of well-being.

Aromatherapy treatments are effective in dealing with minor ailments, skin problems and in particular stress or emotional difficulties.

Treatments consist of massage, inhalation, baths, compresses and vaporising in oil burners. Massage affects the circulation of the blood, the muscles, the nervous system and organs of the body; in addition to being a most effective treatment for symptoms arising directly from stress situations.

Massage has been known to reduce pain in many arthritic and rheumatic conditions, it can hasten a number of the body's processes for healing and actually change a person's psychological mood.

Aromatherapy is also a valuable preventative therapy, which can help to keep the recipient well balanced emotionally and physically, reducing the chances of a serious illness occurring.

Aromatherapy oils should never be taken internally or used straight from the bottle.

All instructions and precautions should be strictly followed, as some oils should not be used for certain conditions.

QUESTION PAPER 1

1. In your own words, define the term aromatherapy.
2. In your own words, describe why aromatherapy is considered an holistic therapy.
3. Research Dr. Jean Valnet's work and, in your own words, give further details.
4. In your own words, and with further research, give a brief timeline of how aromatherapy developed.
5. State 5 ailments or symptoms that aromatherapy may help.

MODULE 2 - HEALTH AND SAFETY

When providing a treatment, as with all therapies, you must follow legal, hygiene and treatment requirements to meet industry standards. This module covers all the information needed for you to have an understanding and the knowledge needed for Health and Safety, Data Protection, Hygiene and Professional Ethics. Whilst not all of these measures will be applicable to Aromatherapy, it is important to have a knowledge of them.

Health and Safety Law

Any person dealing with members of the public has to be aware of the relevant Health and Safety laws, and how to use it to be safe.

Below is a brief summary of relevant Health and Safety Laws.

Health and Safety at Work etc. Act 1974

Although primarily intended for employers, the aims of this act should be considered as good practice by all self-employed persons who



work alone.

The Act makes it clear that an employer has a 'duty of care' to look after, as far as possible, the employees health, safety and welfare whilst at work and that of any visitors to their premises such as customers, suppliers and the general public

The Health and Safety Executive summarise the employers and employees' responsibilities under the Act in a publication called 'Health and Safety Law – What you need to know' (ISBN 978 0 7176 6350 7, published 04/09) as follows:

What employers must do for you:

Decide what could harm you in your job and the precautions to stop it. This is part of risk assessment.

In a way you understand, explain how risks will be controlled and tell you who is responsible for this.

Consult and work with you and your health and safety representatives in protecting everyone from harm in the workplace.

Free of charge; give you the health and safety training you need to do your job.

Free of charge, provide you with any equipment and protective clothing you need, and ensure it is properly looked after.

Provide toilets, washing facilities and drinking water. Provide adequate first-aid facilities.

Report injuries, diseases and dangerous incidents at work to the HSE Incident Contact Centre: 0845 300 9923

Have insurance that covers you in case you get hurt at work or ill through work. Display a hard copy or electronic copy of the current insurance certificate where you can easily read it.

Work with any other employers or contractors sharing the workplace or providing employees (such as agency workers), so that everyone's health and safety is protected.

What employees must do?

Follow the training you have received when using any work items your employer has given you.

Take reasonable care of your own and other people's health and safety. Co-operate with your employer on health and safety.

Tell someone (your employer, supervisor, or health and safety representative) if you think the work or inadequate precautions are putting anyone's health and safety at risk.

The Personal Protective Equipment at Work Regulations 1992

Whether you are self-employed or an employer you have basic duties concerning the provision and use of personal protective equipment (PPE) at work.

"...every employer shall ensure that suitable personal protective equipment is provided to his employees who may be exposed to a risk to their health and

To allow the right type of PPE to be chosen, the employer should carefully consider the different hazards in the workplace. The regulation provides a list of criteria to consider when assessing whether PPE is suitable as follows:

Is it appropriate for the risks involved and the conditions at the place where the exposure to the risk may occur?

Does it prevent or adequately control the risks involved without increasing the overall level of risk?

Can it be adjusted to fit the wearer correctly?

Has the state of health of those who will be wearing it been taken into account?

What are the needs of the job and the demands it places on the wearer (e.g. the length of time the PPE needs to be worn)?

The regulation also stipulates that any personnel using PPE should be made aware of why it is needed, when it is to be used, repaired or

replaced and its limitations of use. The employer has a duty to train and instruct people how to use PPE properly and must ensure they are doing this.

Personal Protective Equipment

With respect to the provision of treatments, the employer should ensure that protective clothing, such as disposable overalls for work wear are provided and used and that cleanliness, freshness and professionalism is maintained at all times. It should be noted that Clients clothing may also need to be protected.

Protection against infectious diseases is also essential. Use of protective gloves is important if there is a chance of blood or tissue fluid being passed from one person to another, such as through an open cut or broken skin. According to the Health and Safety Executive the following points need to be considered by the employer and/or therapist with respect to the use of protective gloves:

Provide protective gloves for handling nail products and solvents, single- use gloves are acceptable. If you must use latex gloves, use only 'low protein, powder-free' gloves.

Throw away 'single-use' gloves every time they are taken off.

Skin creams are important for skin condition. They help in washing contamination from the skin. After-work creams help to replace skin oils.

Control of Substances Hazardous to Health Regulations 2002 (COSHH)

The Control of Substances Hazardous to Health (COSHH) Regulations controls the safe use, disposal and storage of products. The regulations are applicable across all industries including the Massage industry and

"...using chemicals or other hazardous substances at work can put people's health at risk, causing diseases including asthma, dermatitis or cancer. The

It is the therapists' and the employers' responsibilities to ensure all measurements are taken to ensure the correct use, storage and

disposal of products.

Many preparations used in treatments are governed by these regulations, so knowledge in the correct use of these products is essential; where necessary get information from the product representative, observe any warning labels for safe use on the product container, packaging or leaflet.

Skin products are non-hazardous, non-flammable if they contain less than 10% alcohol. No special handling and storage precautions are needed.

The next section discusses the Cosmetic Products (Safety) Regulations 1996, which itemises the minimum information that must be clearly labelled on a cosmetic product.

First Aid Procedures -

Ingestion: Drink milk or water and seek medical attention.

Inhalation: Avoid, if however prolonged inhalation occurs, get some fresh air and keep warm.

Skin Contact: Avoid, if however prolonged contact occurs, wash well with water; seek medical advice if irritation persists.

Eye Contact: Wash well with water for a minimum of 15 minutes and seek medical advice immediately.

Hazard symbols

Corrosive	Oxidising agent	Flammable
		

Irritant	Dust	Poison
		

The Cosmetic Products (Safety) Regulations 2004

The Cosmetic Products (Safety) Regulations 1996 defined 'a cosmetic product as any substance/preparation that is used on the skin, teeth, hair, nails, lips...with the intention to cleanse, perfume, and change the appearance of, protect, keep in good condition or to correct body odours'. This covers most things used in Beauty/Massage Therapy.

The following information must be clearly labelled on a cosmetic product: List of ingredients

Name and address of manufacturer/supplier

Minimum shelf life

Storage instructions

Warnings and precautions

Batch number or lot code

Its function

Its weight

The Provision and Use of Work Equipment Regulations 1998 This is to ensure that all equipment in the workplace is properly maintained, fit for purpose and in a good state of repair.

The Fire Precautions (workplace) Regulations 1997 (amended in 1999) This regulation brings together existing health and safety and

fire legislation. These aim to achieve risk appropriate standard of fire safety for persons in the workplace. You need to be aware of the procedures involved in the event of a fire, preferably through the displaying of a notice. Some form of fire-fighting equipment-even a fire blanket is recommended. You clients safety is your responsibility.

The Reporting if Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 1995

These regulations cover the recording and reporting of any serious accidents and conditions to the local environmental health office. An investigation of the accident will be made by the officer and recommendations are made so preventing the accident from happening again. The officer can also assess the risk factors in each instance.

If you are a mobile therapist and have an accident yourself or you injure your client whilst working in someone's home you must report it.

Employers' Liability (Compulsory Insurance) Act 1969

Liability insurance must be held by employers and self-employed persons. This reimburses them against any legal liability to pay compensation to employees for bodily injury, illness or disease caused during the course of their employment.

Consumer Protection Act 1987

This Act follows European laws to protect the consumer from product liability, general safety requirements and misleading prices. This means that only reputable products should be used and sold. So products remain in good condition care should be taken in handling and storing products. You need to be aware of consumer protection laws when selling products and using them in a treatment.

The Consumer Protection from Unfair Trading Regulations 2008

As a retailer you must not:

- Make false contrasts between present and previous prices
- Claim to offer products at half price unless they have already been offered at the full price for at least 28 days prior to the sale.
- Products must also be labelled with their country of origin.

Other related Acts:

Supply of Goods and Services Act 1982 amended 2003
Sale and Supply of Goods Act 1994

The Sale and Supply of Goods to Consumers Regulations 2002

Performing Rights- within Copyright, designs and Patents Act

1988 This Act is intended to protect the people who write music but do not get the royalty payments they should when the music is played. A body called the PPL is responsible for collecting license payments from those wishing to use music. The PPL can take legal action against any person who does not pay a license fee to use music. So all salons and clinics need to purchase music that has a built in license. This can be more expensive to purchase. It does save all the worry of a heavy fine.

Most good specialist music shops have a section of licensed music. I chill have a good selection of license free music.

GDPR

Data Protection Act 1984

If a computer is used to record client data information the establishment must be registered under this act. The act operates to ensure the information is only used for the purposes that it was given. No information may be given to an outsider without the client's permission. The client whose information is held has the right to request the information for viewing. It must be provided to them within 40 days of an application and of a fee not exceeding 10.00. Clients can seek compensation though court for any infringement of their rights. For more information visit: www.ico.gov.uk

The GDPR (General DATA Protection Regulation) came into force on 25th May 2018. If your Salon/Business collects or stores any type of personal data from people in the EU – you will need to comply with GDPR regardless of the Brexit status at the time. If you don't comply – there can be financial penalties.

The information you collect could include names, email addresses, contact details, postal and digital IP addresses etc. The new regulations are designed to give control of personal information back to ordinary people, prioritising them over the interests of businesses.

Therefore, it's important for you to be aware of this new legislation and adhere to it accordingly. There are some positives – being compliant shows your audience that you are a trustworthy organisation that respects their privacy and personal information

What this means for you:

* Conduct a personal data audit. List what data you collect about your clients either through your website, consultations or through 3rd parties – basically list every single possible way you obtain client data whether that is through your website, in written form or through your mobile phone. Do you have a newsletter feature on your website? Do you operate an online store and collect customer data in order to process orders? Where is that data stored? Does it go directly to your email or stored in a database in your website? Think about whether all the data you collect is necessary. If you feel that some of the information you currently collect and store isn't strictly necessary, you can take steps to stop collecting it and purge it from your databases.

* You will need to add a privacy policy to your site – many GDPR privacy policy templates are available by searching Google. It is suggested that you create a page in your website called PRIVACY POLICY which will appear in your main website menu. Your website must be SSL compliant – if it starts with https:// and has a padlock next to the website address in your browser then you're fine... if not, contact your website provider to upgrade.

* Contacting all your clients making them aware of GDPR, your new privacy policy and requesting consent to be able to continue to communicate with them. You can either do this by emailing everyone and asking them to reply back confirming its ok for you to process and store their data or you can ask them to click on a link requesting them to opt-in using a newsletter facility such as mailchimp.com.

* Understand what must be done in the event of a breach. GDPR requires the data controller to have defined processes in place in the event of a data breach. The data controller has a legal obligation to report a data breach within 72 hours. For more information about this, take a look at an article on the reporting of data breaches.

* Children. GDPR, for the first time, brings in special protections for children's personal data – particularly in regards to commercial internet services such as social media. If your organisation offers services to children and relies on consent to collect information about them, you will need to gain the parent or guardian's consent in order to process the child's data lawfully. GDPR sets the age at which a child can give their own consent to this processing at 16. This means that your privacy information page must be written plainly enough for a child to understand.

* Record Cards. Remember to add your disclaimer to the bottom of your record cards so that clients can opt in or out of having personal data stored. Here is an example for you to use:

I agree to YOUR BUSINESS NAME HERE obtaining, holding and using my personal information for the purposes of this consultation and suitability checking for any future treatments I may have. I understand that I have the right to withdraw my consent and have my details destroyed.

Yes/No *Please circle. Initial:

Date:

Further Reading

If you require any further information, please either contact the ICO direct, or download the GDPR 12 Step Guide.

Local Authority Bye-Laws

Local government by-laws are decided by the local authority or borough council of an area. This law can differ depending on your area and advice can be obtained from the local authority to check whether you need a license.

Professional Indemnity Insurance

Everybody providing beauty treatments should have this insurance protection, regardless of how few or how many treatments they carry out.

Contact your professional body for the best deals on these kinds of insurance.

Sale of Goods Act 1979; Sale and Supply of Goods Act 1994

Goods should be merchantable: of a sufficient quality to be sold and not faulty.

Goods should be fit for any purpose and made known, either expressly or by implication, E.g. the product or service should do what

you are recommending it will do.

Goods must be as described. For example, a natural make-up brush must not be made of man-made materials.

Trade Descriptions Act 1968

It is a criminal offence for a trader to make false claims about goods or services offered for sale. For example, you must not say that a moisturiser will make a client look 20 years younger, or state anything that is not achievable.

You can suggest treatments that may improve the condition of the client's skin over a period of time, but you must be realistic in your description of the benefits of the product or treatment.

Health and Hygiene

As a professional therapist, good hygiene is essential to maintain your own health and that of your clients' and colleagues. The word hygiene can be defined as follows:

"...conditions or practices conducive to maintaining health and preventing disease, especially through cleanliness..."

Most therapy treatments require close human contact, so care must be taken to provide the maximum protection against cross-infection. Nevertheless there is no such thing as a completely sterile environment. Expert advice on hygiene can be confusing. The most valuable up-to-date information can be gained from your awarding body's code of ethics or practice. These guidelines have been established on behalf of the beauty industry, and are most likely recent.

Infection can occur due to microorganisms, too small to be seen by the naked eye. These microorganisms are ever present in the environment and can cause different types of infection or disease; some of the more common ones are listed

in Table 1 below.

Micro-organism	Disease
Bacteria	Boils, impetigo, sore throats, meningitis, pneumonia, diphtheria, TB, typhoid fever, tetanus (lock jaw), whooping cough
Viruses	Common cold, flu, cold sores (Herpes simplex) warts, measles, rubella, mumps, chicken pox Hepatitis A, B and C, HIV
Fungal / Yeast Infections	Ringworm of the foot, body, head and nails, thrush, infection to the heart and lungs, which may prove fatal
Protozoa	Diarrhoea, malaria, amoebic dysentery

Table 1 - Common Microorganisms and Associated Diseases

Microorganisms can enter the human body and cause infection by many routes:
Through broken or damaged skin
Through ear, nose throat and mouth
Into hair follicles

Into the blood stream via a bite from blood sucking insects (e.g. malaria)

Once infection has occurred, diseases can be spread in several ways:
Direct contact with a person who has a disease or infection
Infection from droplets in the air
Indirectly – when you touch an infected item such as a towel or cotton wool

All good hygiene practices should be continuously carried out to ensure that no cross-infection takes place. This process starts with preparation of the work area before a treatment, continues during the treatment itself and finishes with a final clean-up at the end of the treatment, ready for your next client. In addition to the obvious health benefits, this continuous attention to hygiene awards you a professional appearance and helps to establish your client's confidence in you.

Methods of hygiene used in treatment: Wash hands before and after

every client

Where appropriate, place tools in chemical sterilising fluid or autoclave.
Place in barbicide jar during treatments (note: plastic tools can only be placed in sterilising fluid)

Always use a clean towel for each client and all towels washed at high temperature

Waste must be disposed of correctly*

Use a spatula to remove products from containers.

**all waste must be placed in a lined bin with a lid. Barbicide must not be poured down the drain, soak up left over liquid in couch roll and put in a bin.*

There are several facets to consider with regard to hygiene, some of which are listed below:

Salon or Clinic Hygiene

Personal Hygiene

Hygiene Understanding

Protection against possible risks

Immunisation

Client Consultation

Client Hygiene

Professional Ethics

Therapists shall:-

Demonstrate commitment to provide the highest quality treatment to those who seek their professional service.

Not discriminate or behave in any prejudicial manner with clients and colleagues.

Demonstrate professional excellence through regular self-assessment of strengths, weaknesses, limitations and effectiveness by continued professional development in education and training.

Respect the confidential nature of the professional relationship with clients and acknowledge each client's right to privacy.

Conduct all business activities within the law and project a professional image for yourself, your business and the profession in general.

Accept responsibility to refrain from or do any harm to the physical, mental and emotional well-being of clients, self or associates.

Refrain from engaging in any sexual conduct or sexual activities involving their clients.

Practice honesty in advertising and promote any services ethically and only for those which you have received adequate training. To ensure that you do not make false or dishonest claims regarding the potential benefits of the service(s) offered.

QUESTION PAPER 2 – Health & Safety.

1. Who is responsible for health and safety?

The Boss

The workers

The health and safety executive Everyone

2. Noise is?

Loud Sounds

Prolonged Sounds

Unwanted Sound

Loud clients

3. Risk is?

Not knowing what is around the corner

Something you are not sure about

A problem that is going to upset you

Likelihood that harm from a hazard may be realised

4. Reasons for investigating accidents (tick all that apply)

To learn from mistakes

To show employees that you care

To satisfy legal requirements under RIDDOR

For insurance purposes

5. A hazard is?

Something with the potential to cause harm

Something to fall over

Something in the wrong place

A problem that has no solution

6. What reasons exist for managing Health & Safety (tick all that apply)

Legal

Moral Economic

Customer Requirement

7. Explain the importance of hygienic waste disposal.

8. Explain the importance of maintaining a suitable environment, including heating, lighting ventilation.

9. Why are professional ethics important to a practicing aromatherapist

10. State 4 requirements of the Fire Precautions Act 1971

11. List the contents of a first aid box (as required by legislation).

12. Explain Sterilisation, Antiseptic and Disinfectant.

Write a brief risk assessment for your own treatment room, client's home or room in a clinic that you would need to take into consideration.

MODULE 3 - ANATOMY AND PHYSIOLOGY

ANATOMY AND PHYSIOLOGY.

Anatomy is the study of the structure and components of the human body. **Physiology** is the study of the processes, which go on inside the living organism. Since a process is the method by which something is done, physiology is actually a study of how and why all the parts of the human body work and how they relate to each other in the whole person. It was for example, only in the seventeenth century, that it was discovered what the heart actually did in the body.

Until then, it was thought to be the centre for the emotions, whilst the brain was the centre of intellectual thoughts. However, William Harvey, a pioneering doctor, showed in 1661, that the heart is a pump and that it helps to circulate blood to arteries, then to veins and then back to itself. It was through such discoveries as the circulation of the blood that the whole study of physiology came into being. There are, however, some aspects, which still remain a mystery (in scientific terms), as the application of many complementary therapies proves.

Why the need to understand Anatomy and Physiology?

Why do complementary practitioners need to know about anatomy and physiology? There are some very good reasons. If we are dealing with human bodies, then we must respect what we are treating and respect can only come with the underpinning knowledge about them. We don't generally need the in-depth knowledge of the orthodox profession, because normally we are looking at the patient as a whole, rather than concentrating on specific symptoms. However, we are looking to stimulate the body's natural healing abilities, rather than suppressing symptoms through the application of drugs. For example some therapies may do this directly, by stimulating nerve endings or meridians. Others such as healing, work by stimulating the patient's own natural healing energy.

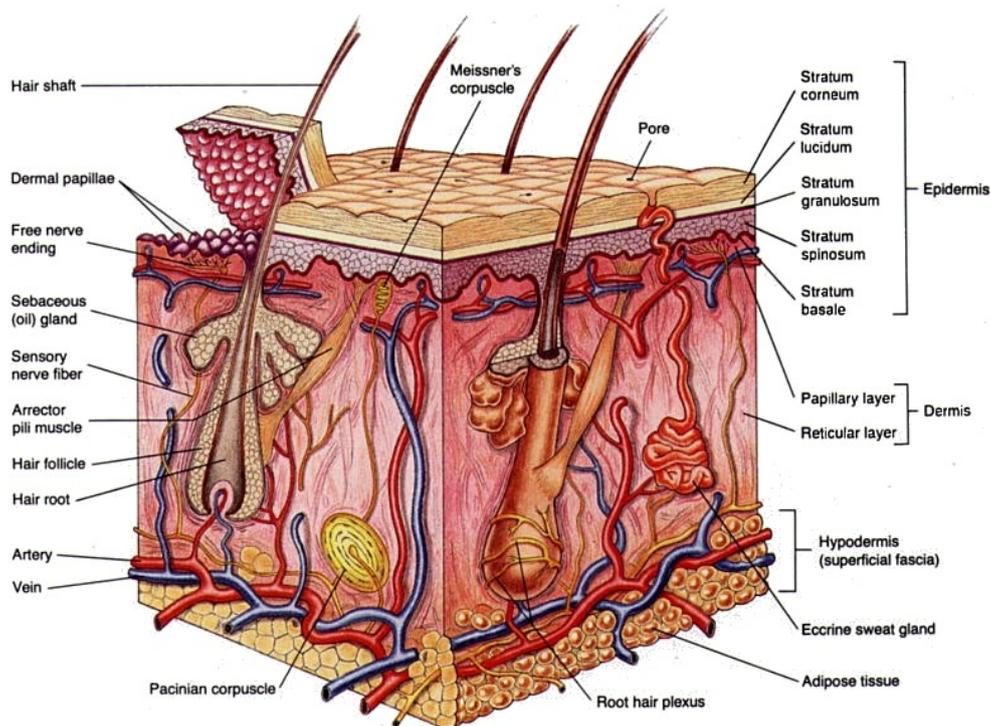
We should have an understanding of what it is we are treating and what the possible effects might be. In talking to the patient, the information we receive is often directly related to various parts of the body and their malfunction.

In order to find out what we need to know about the patient and then analysing that, in order to determine the best treatment, we should have at least a basic knowledge of the body so that we can understand what we are dealing with and possibly avoid doing something which might make the patient's condition worse.

In some cases, this knowledge will not be required, in others, it can make a major difference in leading us to an effective treatment. Another factor, which we cannot ignore, is that much of the criticism, which the orthodox profession makes about complementary practitioners, is that they do not know enough about the human body.

Obviously from their standpoint and with the many years of training they have to undergo, this is understandable. The complementary practitioner is trying to break down some of these barriers, so that we can work together more, but, in order to do so, we have to be able to communicate effectively in our interactions with them. Unfortunately, this can generally only be done at present through the use of their 'language', which does require the reasonable understanding of anatomy and physiology. In conclusion the study of anatomy and physiology does have its place for complementary practitioners. This course should help you to readily obtain a good basic knowledge in a way that is both interesting and helpful.

The Skin



The skin is the largest organ of the body and has many varied functions. It is self-healing, and self-replacing. Our skin becomes darker in colour to protect from excessive sunlight. Skin is vital in the production of Vitamin D, and regulation of our body temperature.

Functions:

SHPES & Vitamin D production

- Sensory
- Heat Regulation
- Absorption
- Protection
- Excretion
- Secretion

The skin has 3 main layers

- The Epidermis (Top Layer)
- The Dermis (Middle Layer)
- Subcutaneous Layer (Basal Layer).

The **Epidermis** is the outermost layer that you can see, and varies in thickness. This section is subdivided into 5 smaller layers:

1. **Stratum Corneum** (Horny Layer)
*25-39 Cells deep, flat dead horny keratinized cells no longer containing a nuclei. These cells are continuously rubbed away and replaced by new cells from beneath
2. **Stratum Lucidum** (Clear Layer)
*Clear in appearance, the cells have no nuclei and are almost completely keratinised
3. **Stratum Granulosum** (Granular Layer)
*2 to 3 layers of cells which contain granules of keratin. This is a protein found in skin, hair and nails, horns & hooves.
Keratinisation takes place and cells lose moisture and flatten
4. **Stratum Spinosum** (Prickle Cell Layer)
*8 to 10 layers of cells bonded together by threads. Blood cells and melanin move between them. Contain granules of

melanin which continue to move upward with the cell

5. **Stratum Basal** (Basal Layer)

*Cell Division (mitosis) takes place continually, and the cells move upwards. It takes around 40 days for the cells to move from base layer to the surface. Nutrients are obtained from blood supply in the dermis below. Melanocytes produce skin pigment known as melanin which helps to protect the skin from harmful rays

The School of Fine Tuning

The **Dermis** (Middle layer) contains sweat glands, sebaceous glands, nerve fibers, nerve endings, blood vessels, capillaries and hair follicles. Consists of two layers.

1. Papillary Layer

Immediately under the epidermis and contains many blood capillaries which bring fresh oxygen and nutrients to the epidermis.

2. Reticular Layer

Contains hair follicles which produce and grow hairs, sebaceous glands which secrete sebum providing a protective acid mantle for the skin, Apocrine sweat glands which produce sweat and are usually attached to hair follicles, eccrine sweat glands which produce a watery sweat all over the body to help temperature control (cooling the body). Receptors, nerves that sense pain, pressure hot & cold. Collagen & Elastin fibres which gives our skin strength and elasticity.

The **Subcutaneous** (basal layer) is under the dermis and is a layer of adipose tissue (fat cells) which act as a food store and help to keep the body warm and protect us.

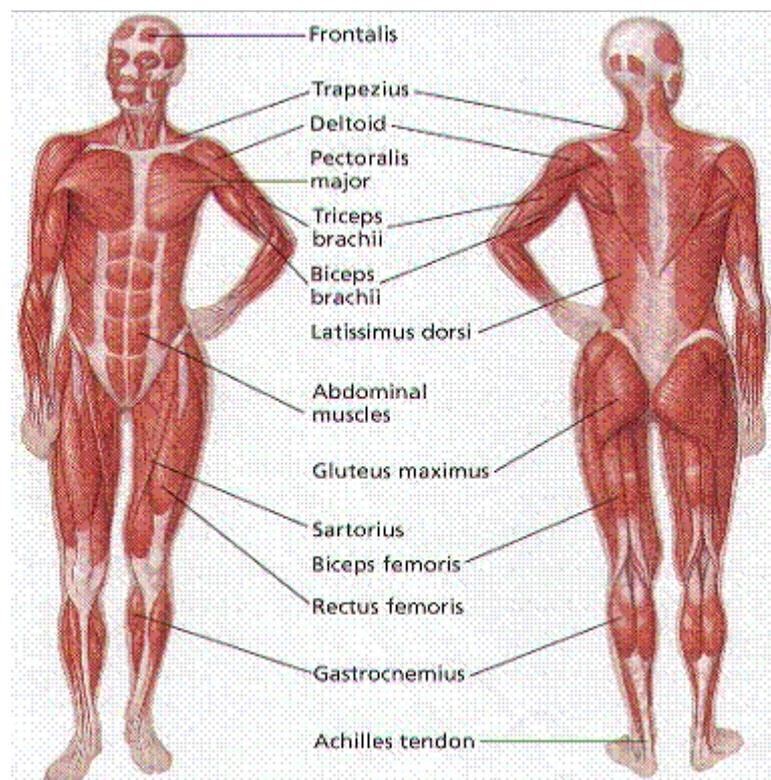
The Acid Mantle

The acid mantle is a mix of sweat and sebum on the surface of the skin which acts as a protective barrier against bacteria. It also acts as a natural moisturiser and waterproof covering.

Adipose Tissue

Adipose tissue is a type of loose connective tissue containing cells which are adapted to store fat. It is mostly found under the skin and around the organs. It acts as a reserve of food and helps to maintain body temperature by preventing heat loss. Massage softens the adipose tissue and helps to disperse it into the deeper layers of tissue and circulatory system. Distribution of the fatty layer varies according to gender, age and lifestyle. Women tend to have a thicker layer than men.

The Muscular System



Types of Muscle Tissue

Muscle Type	Structure	Function
Cardiac Muscle	Short striped cylindrical cells which are branched	Rhythmical beating of the heart
Involuntary Muscle	Spindle shaped smooth cells	Contracts walls of blood vessels and internal organs
Voluntary Muscle	Long striped cells	Contracts strongly when stimulated to provide voluntary movement

One of the major benefits of massage is the ability to relax the muscles and relieve tension. The muscles within the body have various roles. Some produce movements as they contract, and others act as a support holding a limb or area of the body in a fixed position.

During exercise muscles collect sufficient energy by oxidizing glucose in the body. As exercise progresses or increases there is no longer enough oxygen available, so energy is now produced from glucose anaerobically. A waste product called lactic acid builds up in the muscles which slows them down and sometimes causes cramp.

Massage aids the removal of lactic acid from the muscle by increasing lymphatic drainage – a waste removal system.

Good muscle tone is achieved by exercising. Massage also helps to keep muscles toned, particularly hacking or movements which stretch the muscle fibers. The pressure of your massage should always be adapted to suit the needs of your client. i.e. you wouldn't massage an elderly lady in the same way you would a sports man.

Muscle Types

Extensors – Extend a limb

Flexors – Flex a limb

Adductors – Bring limb towards body

Abductors – Move limb away from body

Sphinctor – Surround an orifice (i.e. eye socket)

Supinator – Turns limb to face upwards

Pronator – turns limb to face downwards

Rotators – Rotate the limb

Actions of Specific Muscles

Muscle	Position	Action
Frontalis	Covers forehead	Raises eyebrows, wrinkles forehead
Temporalis	Covers temporal bone at sides of head to jaw	Raises and retracts lower jaw, aids mastication

Corrugator	Inner corner of the eyebrows on socket line	Draws eyebrows together
Buccinator	Angle of jaw, to corner of mouth	Compresses cheeks, aids mastication
Risorius	Supports Buccinator	Retracts mouth
Masseter	Fleshy parts of cheeks	Raises lower jaw, aids mastication

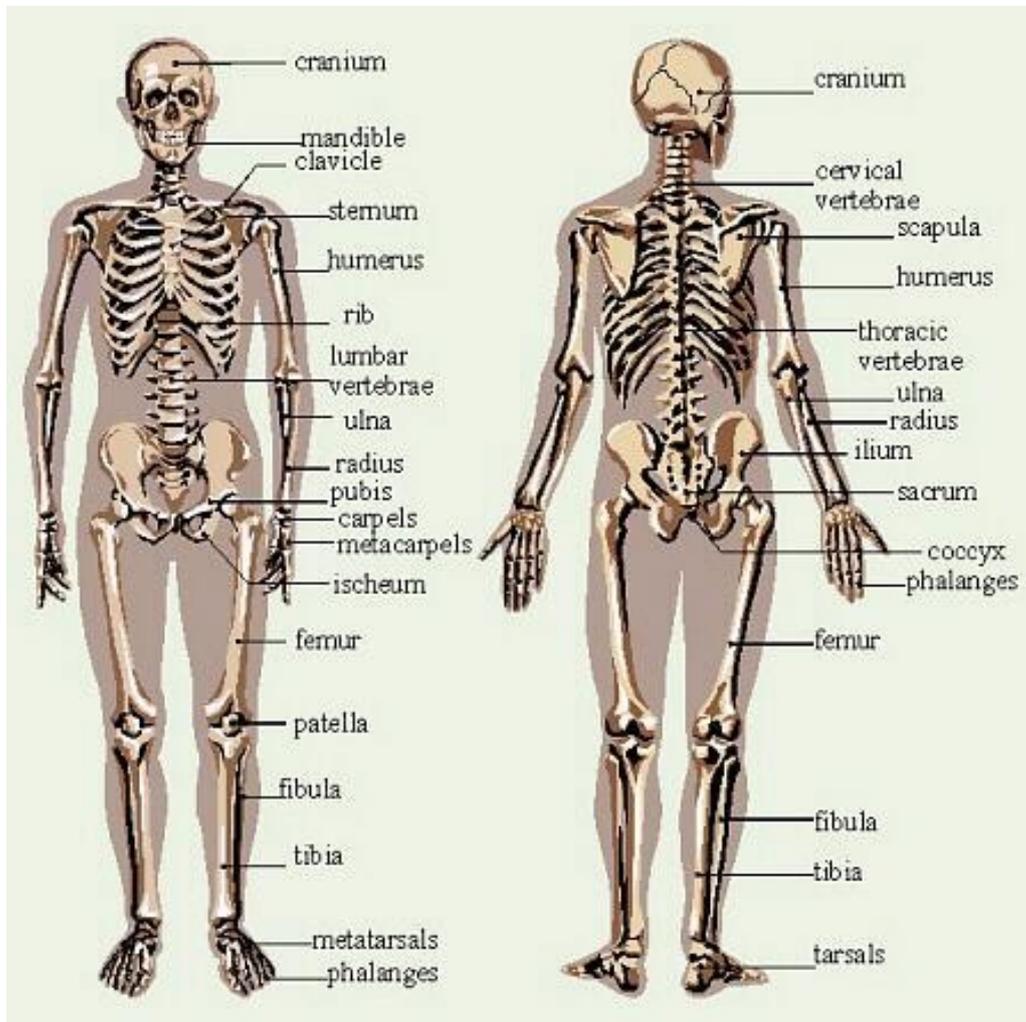
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Obicularis Oculi	Forms Sphinctor around eye	Closes eyelids
Zygomaticus	Covers Cheek bone	Raises corners of mouth
Mentalis	Centre of chin	Wrinkles the chin
Obicularis Oris	Forms sphincter around mouth	Closes mouth
Sternocleidomastoid	Tendinous muscle at sides of neck	Flexion of neck
Platysma	Covers the neck	Draws down lip and jaw in yawning.
Occipitalis	Covers occipital at back of neck	Draws scalp backwards
Nasalis	Sides of nose	Compresses and dilates the nostrils
Triangularis	Lower corner of mouth to jaw	Draws down corners of mouth
Digastric	Under the chin	Aids swallowing
Procerus	Bridge of nose	Wrinkles across bridge of nose
Trapezius	Large triangular muscle at top of back	Elevates and branches shoulder, rotates scapula
Deltoid	Forms cap of shoulder	Abduction of shoulder
Serratus Anterior	Covers sides of ribs	Stabilises shoulder, forward rotation of scapula
Rhomboids	Fours sided muscle between scapula and spine	Adducts scapula towards spine
Teres Major	Small muscle between scapula and humerus	Adducts arm, rotates inwards
Teres Minor	Small muscle between scapula and humerus	Rotates arm outwards
Levator Scapulae	Tendinous muscle from base of skull to scapula	Elevates shoulder, rotates scapula
Subscapularis	Large muscle under scapula	Inward rotation of humerus
Supraspinatus	Small muscle above scapula	Abduction of shoulder
Infraspinatus	Below spine of scapula	Stabilises shoulder socket, outward rotation of humerus
Biceps	Inside of upper arm	Flexion of arm at elbow, supination of forearm
Brachialis	Deep to biceps	Flexion of arm at elbow

Triceps	Outside of upper arm	Extension of arm at elbow
Pronator Teres	Crosses lower forearm	Pronates forearm to hand
Superficial Extensors	Lower arm from elbow to digits	Extension of wrist and fingers
Deep Extensors	Lower arm from elbow to thumb and forefinger	Extension of thumb and forefinger
Superficial Flexors	Lower Forearm across palm to fingers	Flexion of wrist and fingers
Deep Flexors	Lower forearm across palm to fingers	Flexion of thumb and forefinger
Hamstrings - Biceps Femoris - Semitendinosus - Semimembranosus	Group of muscles at back of thigh	Extension of hip, flexion of knee, lateral rotation of femur when semi flexed
Quadriceps Femoris - Rectus Femoris - Vastus Lateralis - Vastus Intermedius - Vastus Medialis	Group of muscles at the front of thigh	Extension of knee, and flexion of hip
Adductors	Inner Thigh	Adduction, lateral rotation of femur
Tensor Fasciae Latae	Outer Thigh	Abduction of thigh and hip, flexion of knee, lateral rotation of femur
Sartorius	Crosses thigh from outer hip to inside knee	Flexion and abduction of hip, flexion of knee, lateral rotation of femur
Tibialis Anterior	Front of tibia on lower leg	Dorsiflexion and supination Of ankle, inversion
Tibialis Posterior	Back of tibia on lower leg	Plantar flexion and inversion
Gastrocnemius	Large calf muscle	Flexion of knee, plantar flexion of ankle
Soleus	Deep to Gastrocnemius	Plantar flexion
Pectoralis Major	Large Chest Muscle	Adduction, inward rotation of the arm
Pectoralis Minor	Thin chest muscle deep to pectoralis major	Depression of scapular
Diaphragm	Dome shaped muscle beneath ribcage	Flattens to create more room in the thorax during inhalation
Intercostals	In between ribs	Pulls ribs up and out during inhalation, maintains shape of

		thorax
Rectus Abdominus	Six – Pack muscle running down abdomen	Ventral flexion of trunk
External Obliques	Forms waist by crossing with internal obliques	Flexes trunk ventrally, rotation of trunk
Internal Obliques	Forms waist by crossing with external obliques	As above
Transversus	Across the abdomen	Forced expiration, vomiting
Erector Spinae	Long muscle running either side of spine	Extension of spine, lateral flexion of trunk, pulls head back, erects posture
Latissimus Dorsi	Covers back of lower ribs	Adduction of arm at shoulder, depression of shoulder
Quadratus Lumborum	Square muscle of lower back	Adduction of arm at shoulder, depression of shoulder
Iliopsoas - Psoas - Iliacus	Extends from pelvis to back of femur	Flexion of hip, stabilizes lower back
Gluteus Maximus	Large muscle of buttocks	Adducts Hip, outward rotation of thigh, extension of knee
Gluteus Medius	Medium sized muscle at back of hips	Abduction and rotation of hip
Gluteus Minimus	Smaller muscle deep to gluteus medius	Abduction and rotation of hip

The Skeletal System



Types of Bone:

There are four types of bone,

- Long
- Short
- Flat
- Irregular

Types of joints:

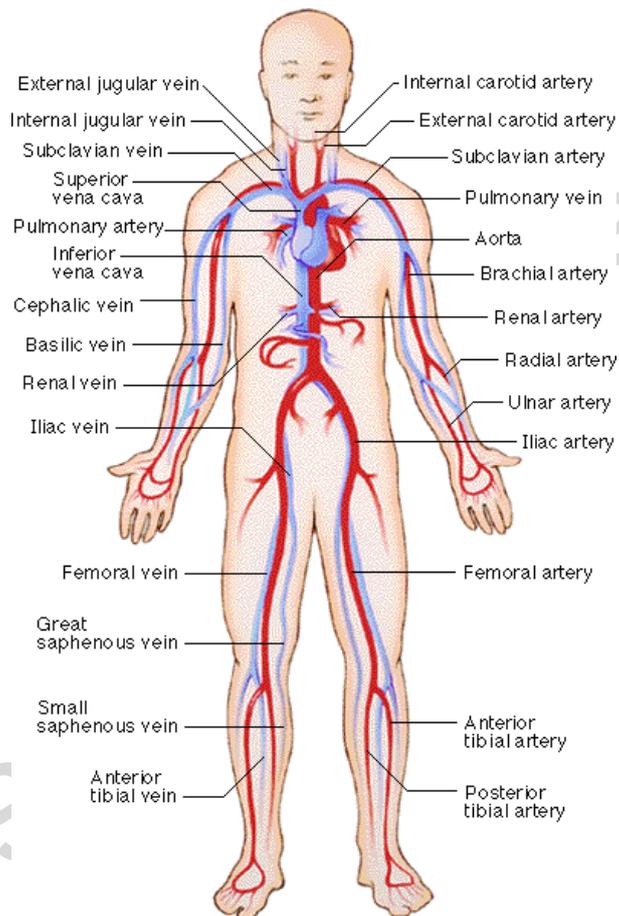
- Fixed fibrous joints i.e. bones of the skull
- Cartilaginous slightly moveable joints i.e. pelvis
- Synovial freely movable joints i.e. Ball and socket, Hinge, Pivot and gliding joints

Types of joint Movement:

Functions of the skeletal system:

- Gives body height, support and allows movement
 - Forms a protective cover for areas such as skull and ribcage
 - Produces red blood cells in marrow cavities, and stores calcium
 - Transmits sound waves
 - Attachment of muscles
 - Leavers to thrust against the ground to perform walking (locomotion)
-
- Gliding i.e. the close bones in the hands and feet
 - Angular i.e. flexion, extension, abduction and adduction
 - Rotation i.e. the pivoting of a bone on its own axis
 - Circumduction i.e. bone that follows an imaginary cone shape as it moves

The Circulatory System



Circulation

Massage increases the blood circulation which causes skin temperature to rise and increased colour to appear in the skin (erythema).

The main function of the circulatory system is transportation, with food and oxygen being carried to all the cells of the body. It also plays a vital role as a defense against infection, and is vital to our survival. All these functions occur through our circulatory systems transportation network of arteries, veins and capillary vessels. All arteries except the pulmonary artery and its branches carry

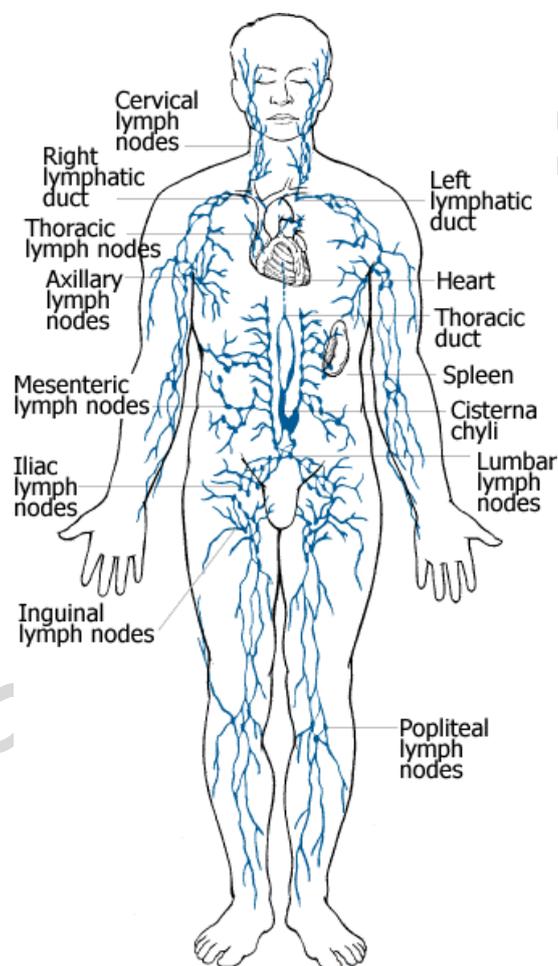
oxygenated blood from the heart and distribute it around the body. Veins function as collectors, returning deoxygenated blood from the capillaries to the heart.

The capillaries allow the exchange of tissue fluids to take place and allow essential nutrients to reach the cells of the body. Their walls are made up of a single layer of endothelial cells which allow water, oxygen, minerals, glucose, glycerol, vitamins and amino acids to pass through. It also allows waste products such as carbon dioxide and urea to be carried away via the capillary network. The heart acts as a pump, keeping the blood moving around the system of vessels to meet physical demand.

Functions of the blood

- Carries oxygen to the cells
- Transports hormones
- Carries nutrients
- Removes waste products
- Aids regulation of body temperature
- Carries white blood cells and antibodies to fight infection
- Supplies clotting mechanism to protect the body

The Lymphatic System



Working alongside the circulatory system, to make up the vascular system.

Unlike the circulatory system, the lymphatic flow is not moved around the body by the pumping of the heart. It relies purely on movement of the individual, and mechanical methods such as massage. As the blood circulates through the

capillaries, fluid passes through their walls into the tissues bathing individual cells with nutrients. Acid absorbs the cells waste products, some of which returns into the blood stream, but most is collected by the vessels forming the lymphatic system.

These vessels contain lymph, a clear to yellowish coloured fluid, similar to blood plasma. Lymph contains absorbed fats, urea, sugar, glucose, salts, lymphocytes and some plasma protein. At intervals within the lymphatic system, lymph node occur. They are small oval bodies which act like filters, and also form lymphocytes.

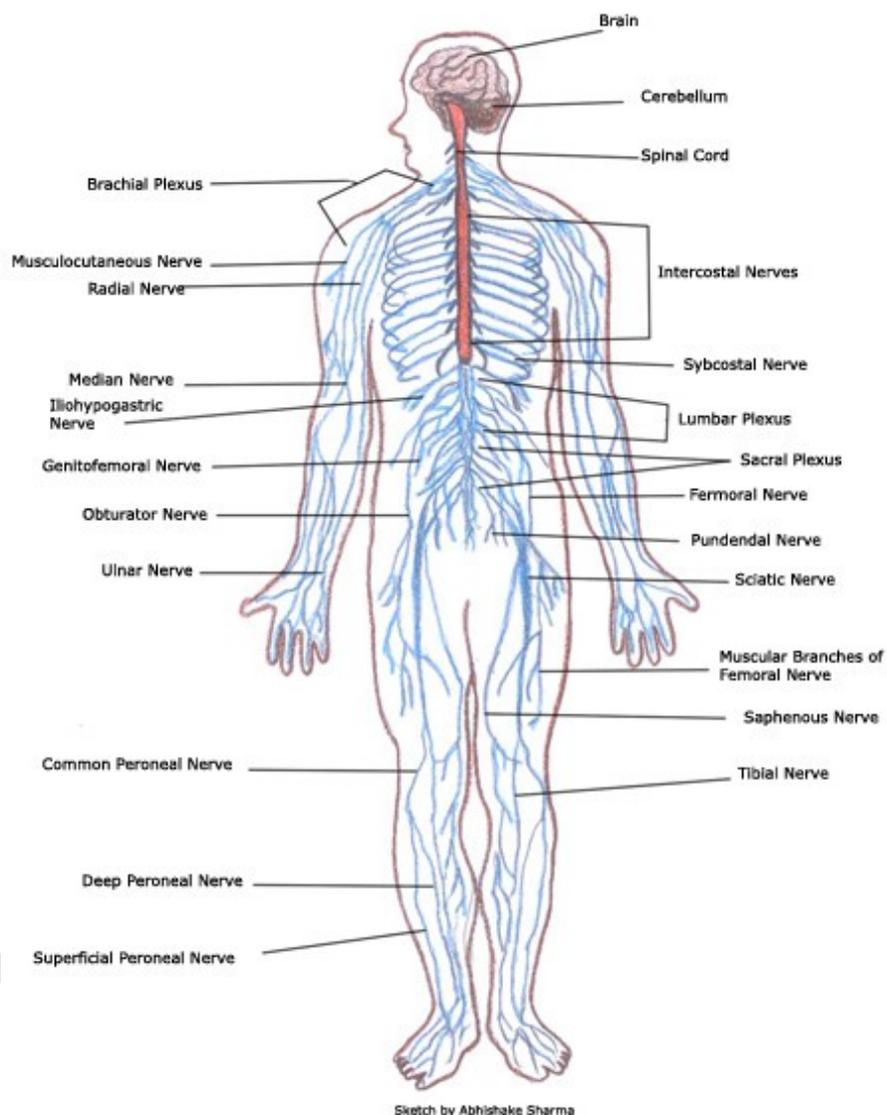
The lymphatic system is a drainage system, draining the fluid from the tissues via its capillaries and two main ducts, and returning it purified into the blood stream. Lymph transport is propelled along by pressure on skeletal muscles and by small valves in vessels. It is at low pressure when it enters the venous system.

Functions of the Lymphatic System

- Returns fluid and proteins from tissues to the blood
- Transports lymphocytes from lymph nodes to the circulation
- Carries fatty foods from intestines to circulation
- Filters and destroys microorganisms to prevent spread of infection
- Produces antibodies to prevent subsequent infection

The nervous system is divided into two main parts,

- 1) The Central nervous system – This controls the five senses: Seeing, Smelling, touch, tasting and hearing. And it also controls the voluntary muscle actions e.g walking and talking etc.
- 2) The Automatic nervous system – This includes the parasympathetic and sympathetic systems.



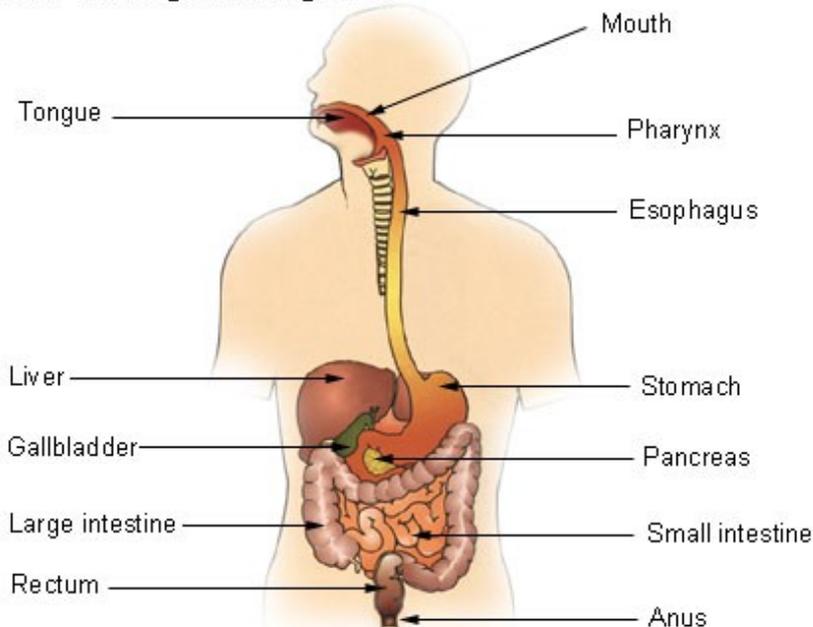
Nervous System Diagram

3. It controls involuntary bodily activities, the internal organs and blood vessels.

A good supply of nerve energy depends on proper nutrition, exercise, oxygen, rest and relaxation. Nerve fatigue can be caused by excessive mental or muscular strain. Symptoms would include weariness, irritability, dull eyes etc. Nerve fatigue can be combated by stimulating the nervous system with massage, light rays or heat.

The Digestive System

Organs of the Digestive System



All foods start the digestion process in the mouth. In the mouth solid food is broken down by mastication (chewing and grinding) and mixed with saliva which begins the breakdown of starches. It then passes into the oesophagus and by peristaltic action (contraction of muscles) passes to the stomach.

When the food reaches the large intestine, it is acted upon by chemicals which convert it from complex insoluble substances to more simple substances which can be absorbed into the blood stream, mainly by the small intestine. When working on the abdomen, always work in a clockwise direction, working with digestion.

1. The outside layer of skin on your body is called what?
2. The two holes in your nose are called what?
3. What is the name of the substance that gives skin and hair its pigment?
4. What is the name of the substance that gives skin and hair its pigment?
5. The bone of the face that forms the lower jaw is called?
6. What is the total number of cells in the human body?
7. Where would you find the uvula?
8. What is the main muscle involved in chewing?
9. What is the largest organ in the body?
10. How many bones does the human body have?
11. The innermost part of the bones contains what?
12. What is the name of the biggest part of the human brain?
13. The bone forming the back of the skull is called?
14. What substance are nails made of?
15. What are the two chambers at the bottom of the heart called?
16. The position of the corrugator is where and what is its action.
17. The muscle that surrounds the eye is called?
18. The flow of blood through your heart and around your body is called?
19. What are the layers of the skin and their function?

20. What are the functions of the skeleton?
21. Name three types of muscles.
22. Give one examples of each of the following:
Long bone.
Short bone.
Flat bone.
23. What is a bolus?
24. Explain the movement from swallowing food until it reaches the stomach.
25. Why does skin age?
26. Briefly describe the nervous system
27. What does pulmonary mean?
28. What does the thyroid do?
29. Describe the function of the lymphatic system.
30. What is the facial expression associated with the mentalis muscle?

MODULE 4 – ESSENTIAL OILS FUNDAMENTALS OF AROMATHERAPY

Modern aromatherapy is the practice of using the essential oils, which have been distilled, from plant sources to create a feeling of well-being both physically and psychologically. Safe and correct use has been shown to benefit the physical and mental well-being. Essential oils can be described simply as being the "extracted essence" of various plants.

There are many ways in which essential oils are used in aromatherapy, but we will just look at the three most common.

These are **inhalation**, **bathing** and by **application** (massage) to your skin.

Inhaling aromatherapy oils is where the aroma given off by the oil is inhaled into the lungs and passes through the lung lining into the bloodstream. This is thought to incite the brain and cause it to trigger a reaction to the oil. It is also thought that there is a physical well-being by breathing the aroma molecules directly into the lungs.

During bathing with essential oils the warm water assists the absorption of the aroma molecules of the essential oils. One of the first benefits of an aromatherapy bath is to combat exhaustion and over-worked muscles, a rejuvenating hot bath with warming, penetrating bath oils such as Ginger, Eucalyptus, Pine, or Rosemary is just the tonic you need.

The most popular method of using aromatherapy oils (and the method we will be concentrating on) is by massage application to the skin. It is thought that when oil is massaged into the skin the molecules are absorbed through the skin into the bloodstream. Once these essential oil molecules are in the bloodstream, the actual psychological and physiological changes can begin. It is also useful for many health, beauty and hygiene conditions.

Again, the safety aspect must be stressed as aromatherapy oils are usually very strong and it is important that they are always diluted before you use them. To dilute them a carrier oil is needed and we will look at those later.

Over many years, hundreds of essential oils have been studied and their effects on emotion and physiology recorded.

Today therefore we can now use certain essential oils and combinations of oils according to what we wish to achieve. E.g. chamomile is well known as a calming agent, so if you suffer from nervous tension, using chamomile will almost certainly help to calm your nerves to some extent. By learning how to select and use essential oils in the most appropriate way you can bring the benefits of aromatherapy not only into your own life, but also into the lives of those around you.

ESSENTIAL OILS

Essential oils contain the true essence of the plants they are derived from. They are extracted from a single botanical source of wild or cultivated plant material. They are contained in many parts of aromatic plants, shrubs, flowers, trees, bushes and seeds, the resulting, highly concentrated, essential oil then contains the entire aroma and therapeutic properties of the source from which it was derived.

These Essential oils have been utilised in fragrances, flavours and medicines for thousands of years. It is important for you to understand that essential oils are not the same as perfume or fragrance oils, which are often sold with incense burners or pot-pourri (unless otherwise stated). Essential oils are derived from the true plants, but perfume and fragrance oils are mostly artificially created fragrances or contain artificial substances and do not offer the therapeutic benefits that essential oils offer. Labels need to be read carefully.

The chemical composition and aroma of essential oils can provide valuable psychological and physical therapeutic benefits. These benefits are usually achieved through the methods we have outlined - in a bath, by inhalation or through massage. In massage, essential oils are most often used by diluting them with a carrier oil (see later) and then applying this blend to the skin for absorption.

Extraction of Oils

There are five methods of preparation or extraction of essential oils:

1. Distillation
2. Extraction
3. Enfleurage
4. Maceration
5. Expression

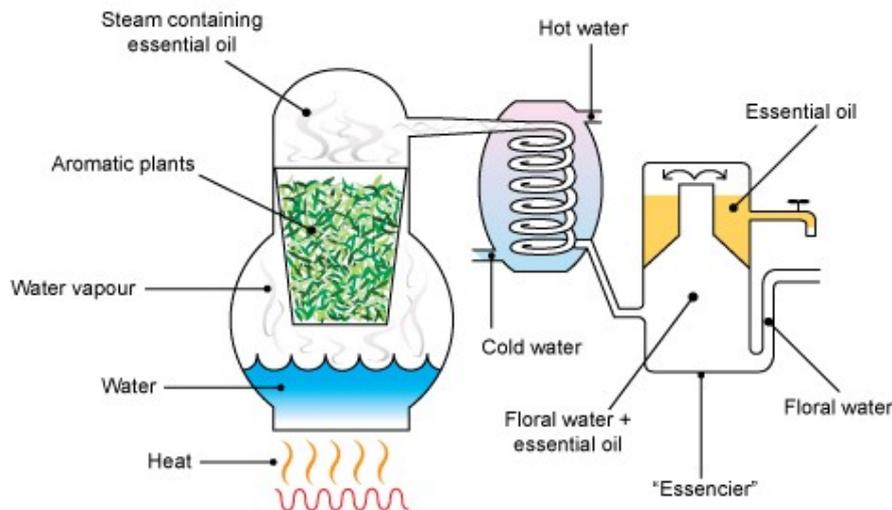
Distillation

Distillation is an important production method for Essential oils. The basic principle of distillation is the same but it is carried out in different ways depending on the botanical material and the condition of the material. This is the most common method for extracting essential oils from plant material. In order to break open the plant sacs which hold the essential oil, heat is applied by heating water which creates steam that passes through the plant material. If you have ever steamed vegetables, it is very similar. You put the cabbage- which is the plant material on the steam basket with water under it, turn on the heat, and soon your whole house reeks of cabbage This smell is the release of the essential oils of the plant which is then dispersed by the steam.

Three types of distillation are used:

1. Water
2. Steam
3. Solvent

The first method of distillation is Water. This is used when the plant material has been dried and will not be damaged by boiling. It is also used for powdered materials such as powdered almond and flowers, such as orange and rose, that need to float freely as they tend to lump together when just steam is passed through them.



The material comes into direct contact with the boiling water and much care needs to be taken that the water does not boil away and cause the plant material to burn. This mixture is heated until the plant and oil are condensed in the condensing chamber.

The second method of distillation is Steam. This is probably the oldest and most widely used method of extraction. It is applied to those plants whose odorous qualities will not be damaged by the use of steam. A Steam Jet is directed through perforations in a tank filled with seeds, stalks and roots that have been crushed or chopped in simple machinery thus ensuring the steam will quickly reach the oil cells.

As blossoms, petals and leaves are thin they do not need to be chopped. The heat of the steam bursts open the membrane of the oil receptacles in the plant and the volatile plant oil molecules are released into the steam.

The Oil laden Steam is then cooled allowing the oil to float to the top and be drawn off, depending on the specific gravity of the oil, as some are heavier and sink to the bottom of the tank where it is fairly easy to extract from the water. The steam rises and takes with it hydrophobic and hydrophilic molecules.

When this mixture of water and various other molecules of the plant components separate back into liquid by means of being condensed, it produces two types of natural chemical cocktails. A hydrolat is produced by the distillation process, So in effect we have two distinct products from distillation of plants, i.e. essential oil and distillate, (aromatic water). (hydrolat).

The third method of distillation is **Solvent**. Essential oils can be extracted using solvents. Hydro-distillation is not suitable for various products like delicately odoured oils. There are three main ways that this can be performed. Solvent extraction is used when the odorous properties of delicate flower and plant material would be altered or destroyed by steam or water distillation or when a plant, for instance, rose absolute and jasmine contains very little oil, making steam or water distillation impractical.

Solvent extraction produces a concrete which in turn is refined into an absolute. To produce a concrete, the plant material is gradually saturated with a hydrocarbon solvent. The solvent dissolves the plants constituents including essential oils, fatty acids and waxes.

After the solvent is distilled off, the remaining constituents make up the concrete. The essential oil is extracted from the other constituents with alcohol. The fatty acids and waxes are not alcohol soluble so they're left behind. A secondary distillation then removes the alcohol, leaving the absolute oil behind.

Extraction

This is one of the most widely used modern methods to prepare oils from flowers. This modern counterpart of distillation, has several advantages over the latter:

- a. It produces a more natural perfume, more akin to the scent of a living flower as no heat is used
- b. It may be used for those plants whose perfume is

destroyed by distillation

- c. Most of the world's essential oils are provided from harvesting in remote regions. Solvent extraction requires expensive machinery and technicians and is much more expensive than distillation. This therefore proves to be a disadvantage.

Some materials are too fragile to withstand distillation or pressing, such as the delicate petals of jasmine. Solvent extraction produces a substance with an aroma more exactly matching the actual flower's scent, which is why solvent extraction is so popular with perfumers. There will always be at least a small amount of solvent left in the final product (Absolute). Solvent extraction is used for jasmine, tuberose, carnation, gardenia, jonquil, violet leaf, narcissus, mimosa, and other delicate flowers

Fresh plant material is placed in a sealed container, which is then flooded with liquid solvent. Generally, this liquid is petroleum ether, which evaporates at low temperatures. The solvent penetrates the plant tissue in the same manner as a stain remover tackles grease spots on clothing.

Together with waxes and colouring matter the plant perfume essence is dissolved in the solvent. The whole solution is then pumped out of the sealed container and the solvent and essential oil are separated. This separation occurs by reducing air pressure almost to a vacuum whence the solvent vaporises and is released.

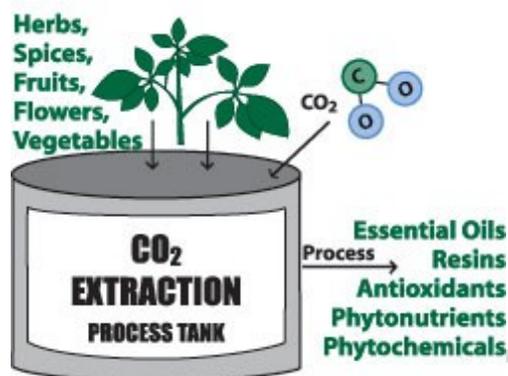
A "concrete" remains. This comprises a soft, waxy substance consisting of the final floral essence mixed with wax. The wax is then removed leaving an absolute.

This absolute is the most concentrated form of natural floral perfume. This process requires great skill and many manufacturers employ their own secret methods of purification. Although a simple process, extraction by solvent requires accuracy in the chemical control of each stage. Without this valuable perfume is lost.

CO₂ Extraction

Initially developed for the food and flavourings industry (e.g. spices, tea, vegetable oils), the CO₂ extraction process is now also being

applied to aromatic extracts destined for the perfumery and aromatherapy industries. It is a form of solvent extraction that uses carbon dioxide (in a supercritical fluid state) as the solvent, coupled with low temperatures. It yields products of excellent odour quality, close to the scent of the original plant. The CO₂ Extracts are often solid or semi-solid in appearance. The benefit of CO₂ extraction, is that once the oil has been extracted, the CO₂ dissipates back into the air and there is no solvent left behind in the final product.



Carbon dioxide extraction uses carbon dioxide under extremely high pressure to extract essential oils. Plants are placed in a stainless steel tank and, as carbon dioxide is injected into the tank, pressure inside the tank builds. Under high pressure, the carbon dioxide turns into a liquid and acts as a solvent to extract the essential oils from the plants. When the pressure is decreased, the carbon dioxide returns to a gaseous state, leaving no residues behind. Many carbon dioxide extractions have fresher, cleaner, and crisper aromas than steam distilled essential oils, and they smell more similar to the living plants. Scientific studies show that carbon dioxide extraction produces essential oils that are very potent and have great therapeutic benefits.

This extraction method uses lower temperatures than steam distillation, making it more gentle on the plants. It produces higher yields and makes some materials, especially gums and resins, easier to handle.

Many essential oils that cannot be extracted by steam distillation are

obtainable with carbon dioxide extraction. In the future, many botanicals that are not now available may possibly be obtained through carbon dioxide extraction.

Enfleurage

This is an old method which was used in the production of perfumes and pomade extracts for perfumery. Carried out entirely by hand, this method is one of the most expensive. It involves the sprinkling of a succession of Flowers onto about half an inch of fat spread on sheets of glass in frames (The fat must be purified, odourless and not allowed to become rancid). These frames are called chassis.

24

-Enfleurage

The extraction of essential oils from flower petals. The essential oil is stored in parenchyma cells, such as rose, jasmine, etc. has like the most natural aroma through. using oil or fatty odorless absorbing the oils from evaporating cells. (Mostly pork fat cattle or sheep) by the sorbent spread thin on a tray. Then remove the petals are arranged on the adsorbent. Stored in a closed container and leave it for 24 hours, then change the new petal. Do this until sorbents absorb oil until saturated (pomade) brought to absorbent the essential oils are extracted with alcohol (extrait or absolute de pomade).



Each chassis full of fat, glass, and flower petals is next sealed airtight for 24 to 48 hrs during which time the lard "soaks up"

fragrances from the heavily scented flowers. The old petals are then taken out of the chassis and replaced by fresh, the frames are resealed, and the process is allowed to continue for a few more days.

This procedure is repeated until finally the fats have absorbed all the fragrance they can hold. At this point, the aromatic fat, which is called pomade is scraped from the glass and is repeatedly washed in alcohol whilst simultaneously being mechanically churned.

In this way the perfume is transferred to the alcohol. Finally, the alcohol is evaporated in a vacuum in a cold still leaving as residue the concentrated flower oil.

This is known as the absolute of enfleurage. It is this product that is sent to perfumers. Enfleurage has the advantage that even the most delicate components of the flower oils are preserved. The disadvantages are that it is not very effective and is expensive. Flower oils prepared with this method do not contain terpene-hydrocarbons, which indicates that these compounds are not present as such in the flower, but form during distillation.

Maceration

This is an alternative to the Enfleurage method specifically for delicate scents: These are flowers which do not readily release their essential oil after harvesting. The process begins by plunging flowers into boiling fat, which proceeds to penetrate the flower cells thus absorbing the essential oils. The flowers are then removed by centrifuge or straining. More fresh flowers are introduced and the process is repeated as many as fifteen times. The resultant pomade is then processed in an identical fashion to that of enfleurage until the final absolute is produced.

Cold Pressing or Expression:

This method is mainly used to prepare citrus oils such as orange, lemon and tangerine. One method involves puncturing the oil glands by rolling the fruit over sharp projections that actually pierce the oil glands of the fruit rind. The rind is then pressed which removes the oil from the glands. It is then washed off with a fine spray of water.

The oil is then separated from the water by rotating it at a very high speed. Another method is to bruise and hand squeeze the rind over a sponge until saturated then squeeze out the essence into a receptacle. Wooden Rollers were also employed for pressing the skins of citrus fruit allowing the essence to fall onto a sponge. Some hand methods are still practiced today.

CHOOSING ESSENTIAL OILS?

Essential oils are usually sold individually in very small, bottles and can vary greatly in quality and price. Various factors that can affect the quality and price of the oil include the rarity of the plant, the country and conditions in which the plant was grown, the quality standards of the distiller and how much oil is produced by the plant.

Essential oils are the aromatic molecules obtained by cold pressing, steam distillation, CO₂ extraction or solvent extraction of botanical material.

Essential oils are not really "oils" in the chemical sense of the word; the term originates from the days when alchemists considered basically anything that did not dissolve in water to be an oil.

Essential oils are highly concentrated; for example that it requires 5 tonnes of orange blossom to produce 1kg of neroli, For this reason, many Essential oils are very expensive to produce. This is due to

the labour intensive process and the quantity of the plant required to produce the oil.

Fragrance oils or "fragrances" are different than essential oils.

Essential oils can often be purchased as blends of several essential oils. The advantage of blends is that they can save you from having to buy each component essential oil individually. The disadvantage is that you have no control over the blend because you are not mixing it yourself, nor can you reliably mix the blend with other oils. When choosing essential oils, always choose quality rather than price. Remember the following guidelines:

- Try not to buy oils which are bottled in clear glass. Dark glass helps to keep out sunlight, which causes deterioration.
- Never buy oils, which are sold in plastic bottles. As the highly concentrated oil may soften the plastic.
- Do not buy an oil which has a rubber dropper incorporated into its screw-top cap. As the highly concentrated oil can soften the rubber.

The storage of Essential Oils

- Essential oils are sensitive to light and should always be stored in a dark glass bottle, (Remember never purchase an essential oil unless it is in dark glass) and out of direct sunlight.
- Essential oils are sensitive to oxygen in the air and must always be stored with a suitable lid securely in place.
- Essential oils are sensitive to heat and must always be stored in a cool place.
- Glass is the only suitable material for storage. Remember neat essential oils can corrode plastic and should absolutely never be stored in a plastic/rubber container.
- Always store essential oils out of the reach of children. Essential oils are concentrated plant essences and whilst they are

completely safe when used correctly, misuse can be extremely dangerous.

- Labels should never be removed from bottles, as they are there to identify and date the particular oil, which in turn ensures its safe use. Removal of labels can result in the use of out of date oils, or worse, oils which are completely contra-indicated for a condition you are trying to treat.

Always store your oils and blends in dark glass - amber or cobalt blue - and in a cool, dark place. Any wooden box can be used and are especially good when transporting your oils.

1. Keep stored oils out of direct sunlight
2. Avoid artificial heat sources
3. Keep the cap on the bottle tightly closed or they will evaporate
4. Consider investing in an aromatherapy storage box
5. Consider storing oils in a refrigerator
6. Avoid storing oils on easily-damaged surfaces.

Sunlight, heat and oxygen speed up oxidation—the process that breaks down your essential oils. When essential oils are stored correctly, their shelf life improves.

MODULE 4 – QUESTIONS & ANSWERS

1. In your own words, give a brief outline of the following methods of extracting essential oils
 - a) Steam distillation
 - b) Solvent extraction
2. What are 5 important factors to consider when buying essential oils?
3. Name three common forms of adulteration of essential oils

4. What are the safety factors in storage of essential oils
5. Research and describe what is an Absolute, Concrete, Hydrolat and Resin.

MODULE 5 – CARRIER OR BASE

OILS CARRIER OR BASE OILS

- Before essential oils can be used in aromatherapy massage they must first be diluted in a suitable carrier or base oil since they are too powerful to use neat. Carrier oils then provide the necessary lubrication to allow the hands to move freely over the skin and not 'drag', whilst at the same time helping with the absorption of essential oils into the body.
- Carrier oils must be light and non-sticky for this penetration to be effective and it is preferable to have very little odour. The carrier should ideally be 100% pure, unrefined, unbleached and cold pressed. It is not a good idea to use mineral oil as a carrier, as it can prevent the penetration of the essential oil and leaves the

skin feeling greasy or sticky.

- Carrier oils or base oils are mainly of a vegetable origin and many of them have highly therapeutic properties that can be used without essential oils.

Carrier oils are technically referred to as fixed oils and are extracted mainly from nuts and seeds by cold pressing. The reason for cold pressing is to ensure that the vitamins and therapeutic fatty acids are not destroyed during the process of manufacture. Most commercial grade vegetable oils, which are intended for use in cooking, are obtained by solvent extraction and then refined. This will destroy most of the beneficial properties in the oil. Which means that this type of oil is unsuitable for use in aromatherapy. Below is a list of some of the commonly used carrier oils.

Almond Sweet:

Aroma: Light, slightly sweet and nutty.

Texture: Slightly oily, leaves a slight oily feeling on the skin.

Absorbs semi-quickly.

Colour: Clear, sometimes with a tint of yellow.

Notes: Sweet Almond oil is said to be a good all-purpose carrier oil

Avocado:

Aroma: Medium. Somewhat sweet, fatty and nutty in

aroma. Texture: Thick, leaves a fatty, almost waxy feel

to the skin. Colour: Olive green.

Notes: If not carefully used or used in a small dilution with another carrier, it may overpower a blend.

Evening Primrose:

Aroma: Light and sweet

Texture: Thin, leaves only a trace of oiliness on the skin. Colour: Medium yellow.

Notes: Evening Primrose is also said to be excellent in treating many skin conditions. It is expensive and does go rancid quickly.

Jojoba

Aroma: Light to medium in aroma, not as sweet as the nut oils. The aroma is distinct but pleasant.

Texture: Light and silky. Absorbs well. Colour: Yellow.

Notes: Jojoba is a wax and is frequently blended in a small dilution (10%) with other oils. It has a very long shelf-life.

Olive:

Aroma: Typical aroma of olive oil used in cooking (smells somewhat like olives).

Texture: Heavy and rather oily. Colour: Light to medium green.

Notes: If not carefully used it may overpower a blend.

Rose Hip:

Aroma: Mild and perhaps earthy aroma.

Texture: Light and leaves only a hint of oil on the skin. Color: Virtually clear.

Notes: It is said to be excellent in treating many skin conditions. It is expensive and is usually blended in a small (often 10%) dilution with other carrier oils. It goes rancid rather quickly.

Sunflower:

Aroma: Faint and sweet.

Texture: Thin and does not leave an oily residue. Colour: Virtually clear with a tinge of yellow.

Notes: When choosing sunflower oil, it is best to use unrefined oil.

Storage of Carrier Oils

- Plastic bottles are suitable for the storage of plain carrier oils before any essential oils have been added. But preference

should be given to dark or opaque bottles rather than clear,

- Carrier oils, vary in viscosity and whilst most are transparent, some, such as Avocado (unrefined), can have a thick/sludgy appearance, which is characteristic of the oil and nothing to be concerned about. Oils that are usually fairly transparent, such as Grapeseed, Apricot Kernel etc., should remain this way. If such oils start to appear cloudy and smell acrid then they should be disposed of.
- Carrier oils may last longer if stored in the fridge. (Remember to remove the bottle a good while before using.) Cold massage oils are not conducive to relaxation! Also coconut oil will go solid.

MODULE 5- QUESTIONS

1. What would determine the choice of carrier oils used for a client?
2. What are the therapeutic properties of the following carrier oils, and state the skin type they may be suitable for
 - a) Avocado
 - b) Sweet Almond
 - c) Grapeseed
 - d) Jojoba
 - e) Wheatgerm

3. Research 3 other oils that are suitable as carrier oils, and state their properties and the skin type they may be suitable for.

MODULE 6 - BLENDING OILS & SAFETY

Oils can be compared to notes of music, each having its own characteristics. One note is good, but you get a much better effect when several notes blend and harmonise together. Essential oils are categorised into three categories of notes: top note, middle note and base note. These terms relate to the rate at which the oils evaporate - or how long the fragrance will last.

Top Notes

Top Notes are the most pungent and volatile. They act quickly and disappear quickly. The first impression lasts only about thirty minutes but they can stimulate and uplift.

Examples of top note oils are:

- Bergamot
- Eucalyptus
- Grapefruit
- Lemon
- Mandarin
- Peppermint
- Tea Tree

Middle Notes

Middle Notes are more stable and the scent unfolds gradually anywhere from one minute to three hours after application. They can soothe and balance the body.

Examples of middle note oils are:

- Chamomile
- Cinnamon
- Clary Sage
- Clove
- Geranium
- Lavender
- Marjoram
- Neroli
- Pine
- Rose
- Rosemary
- Sweet Thyme

Base Notes

Base Notes are the least volatile and are useful as "fixatives" in a blend to make the fragrance or top and middle notes last longer. They are heavier and thicker than other oils and are generally relaxing, soothing and comforting. Base notes tend to be deep, warm, sensuous and often sweet smelling.

Examples of base note oils are:

- Frankincense
- Myrrh

- Sandalwood
- Ylang Ylang
- Jasmine
- Patchouli

Blending the Notes

To create a balanced blend, a combination of the three notes will produce good results (one of each note). It is important to state that when making Aromatherapy blends, there are no fixed rules. The more familiar you become with the fragrances and their effects, the easier it will be to create combinations that are right for you.

Top notes have an aroma that only lasts for up to 24 hours whereas a Middle note lasts for 3 to 4 days and the Base notes can last up to 7 to 10 days.

Some oils contain more than one note depending on the place or origin. It is not a fixed rule that the blend should contain oils from

each note but it can be a good starting point. It is best to keep a record of each oil that you use with the number of drops used for each oil. This is because just one drop too much or too little of even one oil can drastically change the aroma of your blend. When you find your perfect blend, you will want to be able to copy it and this will be virtually impossible if you don't keep a record. Be sure to label your blends clearly.

Remember that some oils are much stronger than others. Study oils you wish to use in a given blend and observe the oils that have the strongest aromas. Unless you want those oils to dominate the blend, you will want to use less of the stronger oils in your blend.

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Dilution

This is one of the most important things to bear in mind when blending your essential oils. The norm for a healthy adult should be up to (5 drops in 10 -15 mls of carrier oil).

1% dilution

*Best for children over two years old and the elderly.
A maximum dilution of 1% should be used on the face.*

Bottle Size / Drops of

essential oil 5 ml / 1

drop 10 ml / 2 drops

15 ml / 3 drops

25 ml (1 oz) / 5-6 drops of

oil 50 ml (2 oz) / 10-12

drops of oil 100 ml (4

oz) / 20-24 drops of oil

2% dilution

Everyday use for healthy

adults **Bottle Size / Drops**

of essential oil 5ml / 2

drops

10 ml / 4 drops

15 ml / 5 drops

25 ml (1 oz) / 10-12 drops

50 ml (2 oz) / 20-24

drops 100 ml (4

oz) / 40-48 drops

The needs of the Client

It is important to take into consideration any allergies or contraindications the client may have. To check for an allergic reaction against oils in the blend an allergy test is recommended beforehand. If the skin shows a reaction the blend will need to be changed and a further patch test/allergy test needs to be carried out. These reactions

should be kept for future reference along with any contra- indications prior to the first massage appointment.

One of the main aims in Aromatherapy when creating a harmonious blend of oils is using 2 or more oils, which harmonise with each other to enhance the overall effect. This effect is created when the oils merge to produce a therapeutic effect superior to the effects that could be achieved by using the oils independently. More than 4 different oils may provoke a negative effect within the blend and the client may not receive the maximum benefit from the therapeutic properties.

SAFETY GUIDELINES

General Precautions

Essential oils are very concentrated. Their safe use requires they be treated with care and respect. The user should be knowledgeable about their properties and actions before any use. Most personal applications require drops rather than ounces. Always read and follow all label warnings and cautions and keep oils tightly closed and out of the reach of children

- Make sure you use only pure, high quality and unadulterated oils.
- Never use essential oils neat on the skin unless you are professionally advised to do so (e.g. lavender can be used in first aid).
- When blending essential oils with a carrier oil, always stick to a maximum two and two and a half per cent dilution for a body massage and a one per cent dilution for the face. (Much less if the client has a sensitive skin.)
- For children under the age of seven, only lavender oil should be used at a quarter the normal dosage
- Always use the recommended skin test before you try any essential oil for the first time.
- Do not use essential oils every day and do not use the same one consistently

- Keep essential oils out of children's reach and away from your eyes.
- Never take the oils internally
- Never use essential oils in place of prescribed medication.

Not all essential oils are safe to use during pregnancy because they could trigger contractions, interfere with other medication or cause bleeding in the womb.

Always avoid the following:

- Rosemary (increases blood pressure and may cause contractions)
- Basil (can trigger abnormal cell development)
- Sage and rose (may cause bleeding)
- Nutmeg (can have hallucinogenic effects and interfere with pain relief)
- Citronella (could stimulate contractions)

When's it NOT safe to use aromatherapy oils?

If you have high or low blood pressure, diabetes or thyroid problems, check with your midwife as to whether using aromatherapy and essential oils are safe.

Some oils can trigger breathing problems, especially if you have asthma or a similar respiratory condition, so don't use either as part of a massage or in an oil burner

If you've experienced any bleeding at all during this pregnancy, it's probably better not to use essential oils.

Source: <https://www.netmums.com/pregnancy/aromatherapy-oils-in-pregnancy---your-need-to-know> accessed 20/04/2017

Not all oils are safe for children, the following guidelines apply:-

Essential Oils and Children

When using essential oils around little ones you need to be very careful. There are some oils which shouldn't be used around children at all and all of them need to be used with care.

* We suggest no essential oils on or around babies before the age of 6 months.

* From ages 6 months – age 2, you may diffuse child safe oils for a

Sensitisation and Phototoxicity - What they mean.

Sensitisation:

Skin sensitisation is a type of allergic reaction. The oil may not produce any noticeable reaction upon first contact, however that does not mean that a reaction has not occurred. Once the allergen has penetrated the skin, the body's immune system reacts to fight off the invader causing a rash on the skin.

Sensitisation reactions can also take the form of inflammation, difficulty breathing, nausea or headache. It is actually possible to become sensitized to any essential oil.

Sensitisation to an essential oil can happen through overuse of any oil.

FACT: Lavender (*Lavandula angustifolia*) is the essential oil that aromatherapy professionals are most likely to become sensitised to. With the reputation of being one of the most versatile and safest essential oils, many use it with less caution and pay the ultimate price (sensitisation) for their carelessness.

Risk factors for Sensitisation:

- Using an essential oil neat (undiluted) on the skin
- Using an essential oil above the recommended max dilution (some as low as less than 0.25%)
- Using an essential oil for a prolonged period of time with no break

De-Sensitisation:

Another reason to not overuse an essential oil is that in addition to the dangers of Sensitisation, a user can also become desensitized to an oil. Something that was once effective, will no longer evoke the desired result.

Both sensitisation and desensitisation happen mainly through overuse of a particular essential oil. This is a good reminder that we should not just use the same oil or blend of oil day in and day out. It is important to change our blends around on a regular basis.

Once you have become sensitised to a particular essential oil you can no longer use that oil again, even in blends. Some people will even become sensitized to all oils in a particular family (such as all mints) and the sensitisation can be extended to the plant material as well. One woman reported that after becoming sensitized to peppermint essential oil, she could not even drive down a road near peppermint fields without having difficulty breathing.

That is why it is so important not to use an oil neat (straight out of the bottle). You should always do a patch test first to see if you are not allergic to the oil.

Tips to Avoid Sensitisation:

- Always know max dilutions of all essential oils in a blend and dilute accordingly
- Never use essential oils neat on the skin
- Rotate essential oils and blends of oils regularly

Photo toxicity:

Photo toxicity refers to a reaction between certain essential oil constituents, particularly furanocoumarins, (natural chemicals found in particular essential oils), and Ultraviolet (UVA) light.

This is not just a really bad sunburn. That would be bad enough, however, a phototoxic reaction can cause inflammation, blistering and reddening/burning of the skin leading to permanent scarring.

Most citrus oils are phototoxic, however, there are a few exceptions. The method of extraction can affect the chemical composition of an oil enough that one method produces a phototoxic oil while another

method will produce an oil that is **not** phototoxic. An example of this is Lime essential oil. When the cold press method is used, lime is phototoxic, however, steam distilled lime is **not** phototoxic.

Safety Tips for using Phototoxic Oils:

- Do not go into the sun for at least 12 hours after applying a phototoxic oil
- Do not use phototoxic oils in creams, lotions, or lip balms that stay on your skin while you are in the sun.
- Know the max dilution rates for phototoxic oils to further lessen the chance of a phototoxic reaction.

Examples of what are phototoxic and what are not are listed in the table below...

Phototoxic Oils	NOT Phototoxic Oils
Bergamot (Citrus Bergamia)	Bergamot FCF (Bergapten Removed)
Grapefruit (Citrus X Paradisi)	Lime (Steam Distilled)
Lemon - Cold Pressed (Citrus Limon)	Lemon (Steam Distilled)
Lime - Cold Pressed (Citrus x Aurantifolia)	Sweet Orange (Citrus Sinensis)
Bitter Orange (Citrus x Aurantium)	Tangerine (Citrus Tangerina)
	Mandarine (Citrus Reticulata)
	Yuzu (Citrus Junos)

Massage & Aromatherapy Contra-indications and Contra-actions

- Do not massage over recent scar tissue or skin infections; if there are cardiovascular problems; or cancer.
- Massage only very lightly (or not at all) over varicose veins, the abdomen during pregnancy, or the first three days of a period. Halve the recommended dilutions and avoid the following oils: clary sage, jasmine, juniper, marjoram, myrrh, peppermint, rose, rosemary.
- The following oils may irritate a sensitive skin: Rose, allspice, bitter almond, basil, ginger, rosemary, pine and any citrus oil.
- Do not sunbathe or use an ultraviolet lamp for at least 24 hours after using any of the citrus oils, especially bergamot.
- If redness, burning, itching or irritation occur, stop using oils immediately.
- Avoid use of these oils during pregnancy: bitter almond, basil, clary sage, clove bud, hyssop, sweet fennel, juniper berry, marjoram, myrrh, peppermint, rose, rosemary, sage, thyme and wintergreen.
- Sweet fennel, hyssop, sage and rosemary should not be used by anyone with epilepsy.
- People with high blood pressure should avoid hyssop, rosemary, sage and thyme.

Trying a Skin Test.

This is very important if you are not sure how your skin will react to a strong fragrance. It is also a good test if you have sensitive skin or are prone to allergic reactions. Dilute one drop of oil into 5ml (1 teaspoon) of carrier oil. Rub a little onto the inside of your elbow and leave for 24 hours. If there is any reaction, do not use that oil. The same procedure applies to

carrier oils if you are not sure about them.

MODULE 6 – QUESTIONS

1. What are the factors that determines the choice of essential oils for your client in an aromatherapy treatment?
2. What does the term “synergy” mean in aromatherapy.
3. What would be the most important factors to take into account when blending oils.
4. What important reasons would you keep accurate and up to date records of your treatments.
5. How would you complete a patch test and why?
6. Explain in your own words why you would need to complete a consultation with your client before commencing a treatment.
7. Explain why and what are the reasons that you would need to proceed with care using oils for pregnant women and children.
8. Why should you not use the same aromatherapy oil daily?
9. Why should essential oils never be used in their undiluted form?

MODULE 7 - COMMON OILS.

Below is a list of twelve commonly used oils. Their aromatic properties, suggested uses and safety guidelines.

It is important to use the Latin name of the essential oil for use in aromatherapy. Many plants have the same common name, yet are completely different plants. The Latin name is the only way to distinguish one plant from another.

The first part of the Latin name is the genus and the second part is the species. The genus name is always capitalised and the species name is lowercase. The entire binomial Latin name of the plant is *italicised*.

Different species of plants have different chemical properties and different therapeutic actions. The Latin name will give you a clue as to what you will be able to use the essential oil for.

For example, there are many types of lavender, including:

- True Lavender (*Lavandula angustifolia*) is known to be relaxing
- Spike Lavender (*Lavandula latifolia*) is actually stimulating

There are also many varieties of Eucalyptus essential oil. To simply say, "Eucalyptus" does not tell you the whole story and you may end up using an oil without the exact benefit you are trying to achieve.

Chamomile Roman (*Anthemis Nobilis*)

Aromatic Properties: An essential oil that has excellent sedative and anti-spasmodic properties

Suggested Uses: Anxiety, arthritis, asthma, bruises, bumps, burns, cold sores, cystitis, dry and sensitive skin, eczema, muscular aches and pains, rheumatism, sprains, swellings and thread veins. This is considered a 'safe' oil which can be used for a wide range of children's complaints, including chickenpox, nappy rash, restlessness, teething pain and tummy ache.

Safety Guidelines: Use only after 4/5 months of pregnancy unless 'at risk mother'.

Clary Sage (*Salvia Sclarea*)

Aromatic Properties: An essential oil with a pleasing sweet, nutty herbaceous scent. It is especially good for stress and anxiety states.

Suggested Uses: Anxiety and nervous tension, hair care, labour pain, menstrual irregularity and pain, mouth and gum infections, muscular aches and pains, sore throat, stress-related conditions.

Safety Guidelines: Avoid during pregnancy; do not use within a few hours of drinking alcohol.

Lavender (*Lavandula Officinales*)

Aromatic Properties: An essential oil with a sweet, floral fragrance and a multitude of uses. It has a marked sedating effect on the nervous system. A very versatile oil.

Suggested Uses: Abscesses, acne, asthma, athlete's foot, boils, bronchitis, bruises, burns and sunburn, cuts, cystitis, depression, eczema, headaches, high blood pressure, insect bites and repellent, insomnia, lice, migraine, muscular aches and pains, period pain, sprains, stress-related conditions, thrush and varicose veins. can be used for a wide range of children's complaints, including chickenpox, nappy rash, restlessness, teething pain and tummy ache.

Safety Guidelines: Lavender is considered a fairly 'safe' oil.

Lemon (*Citrus Lemonum*)

Aromatic Properties: An essential oil with a fresh, clean-scent, which has a sedating effect on the nervous system. It has a reputation of being something of a 'cure-all'.

Suggested Uses: Acne, arthritis, chilblains, constipation, cuts, greasy skin, hair care, oedema, rheumatism and toxicity.

Safety Guidelines: Skin irritant, phototoxicity.

Lemongrass (*Cymbopogon Citratus*)

Aromatic Properties: An essential oil with a fresh, lemon scent that has a sedating effect on the nervous system.

Suggested Uses: Athlete's foot, insect repellent (fleas, lice, mosquitoes, ticks), lack of muscle tone, nervous tension and stress related conditions.

Safety Guidelines: Use in dilution only - may cause irritation or sensitisation in some individuals. Avoid during pregnancy.

Orange, Sweet, (*Citrus Aurantium*)

Aromatic Properties: An essential oil with a sweet, familiar citrus-scent that has a sedating effect on the nervous system.

Suggested Uses: Oedema, pregnancy, stress-related conditions and tension.

Safety Guidelines: Possibility of photosensitization.

Patchouli (*Pogostemon Cablin*)

Aromatic Properties: An essential oil that soothes the mind, supports the nervous system and is a potent aphrodisiac - if you like the smell!

Suggested Uses: Ageing skin, anxiety, dandruff, eczema, greasy skin, insect repellent, nervous exhaustion, stress-related conditions, weeping sores and wrinkles.

Safety Guidelines: Avoid during pregnancy.

Peppermint (*Mentha Piperita*)

Aromatic Properties: An essential minty oil that is cooling and refreshing - it clears the head and revives the spirit.

Suggested Uses: Asthma, congested headaches, constipation, coughs and colds, fever, flatulent indigestion, influenza, insect repellent, mouth and gum infections, muscular aches and pains, nausea, travel sickness, nervous exhaustion and fatigue.

Safety Guidelines: Skin irritant - use in moderation in low

dilution only. Avoid during the first four months of pregnancy; not suitable for babies or infants; keep away from homeopathic remedies.

Rose Absolute (*Rosa Centifolia*)

Aromatic Properties: An essential oil with a beautiful feminine scent has long been associated with love. It warms the heart and soothes the nerves.

Suggested Uses: Ageing skin, anxiety, asthma and hayfever, depression, dry and sensitive skins, eczema, menstrual problems, stress-related conditions, thread veins, thrush and wrinkles.

Safety Guidelines: For use after 4/5 months of pregnancy.

Rosemary (*Rosmarinus Officinalis*)

Aromatic Properties: An essential oil with a warm herbal fragrance and strong stimulating, fortifying properties. A useful skin care oil.

Suggested Uses: Acne, arthritis, boils and blisters, cellulitis, common cold, constipation, coughs, fever and 'flu, low blood pressure, muscular aches and pains, nervous exhaustion and fatigue, oedema, piles, rheumatism, sinusitis and varicose veins.

Safety Guidelines: Avoid during pregnancy. Avoid if you suffer from high blood pressure or epilepsy.

Sandalwood (*Santalum Album*)

Aromatic Properties: An essential oil with a deep, soft woody-balsamic scent which is soothing and very long lasting.

Suggested Uses: Acne, ageing skin, bronchitis and coughs, depression, dry and sensitive skin, greasy skin, hair care, high blood pressure, nervous tension, stress-related conditions and wrinkles. **Safety Guidelines:** Considered a fairly safe oil.

Ylang Ylang (*Cananga Odorata*)

Aromatic Properties: An essential oil with a deep soft floral-balsamic fragrance. It has a marked sedating effect on the nerves, but is uplifting to the spirit - a traditional aphrodisiac.

Suggested Uses: Anxiety and depression, dry skin, high blood pressure, nervous tension and stress-related conditions.

Safety Guidelines: Use in moderation as its heady scent can cause headaches. Some individuals may suffer skin irritation.

MODULE 7 – QUESTIONS

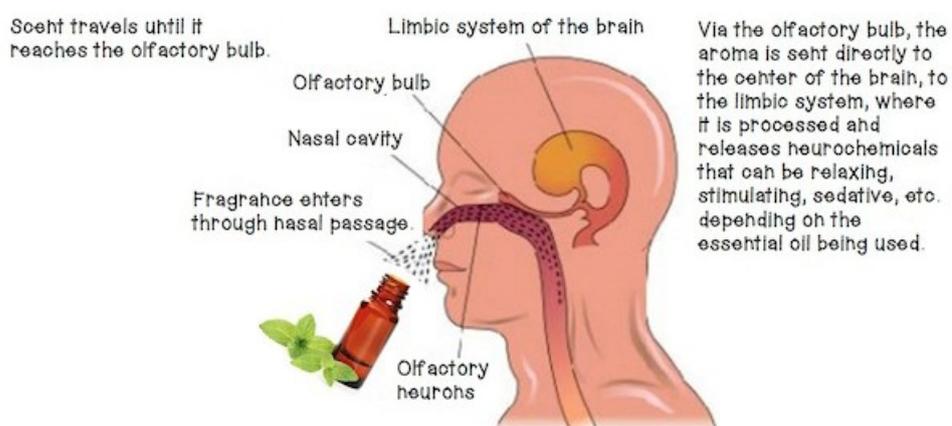
1. Research 12 more essential oils and list their latin name, their aromatic properties, their suggested uses and their safety guidelines.

2. Produce a table listing the essential oils that may be effective on the following systems:-
 - a) Skin
 - b) Respiratory
 - c) Blood Circulation
 - d) Lymphatic
 - e) Endocrine
 - f) Nervous
 - g) Musculo-skeletal

MODULE 8 - THE PSYCHOLOGY OF AROMATHERAPY

One aspect of aromatherapy is its use to affect the psychological state. Before looking in more detail at the psychology of aromatics, it will be useful to consider the anatomy and physiology of the olfactory sense.

The Anatomy And Physiology Of Olfaction



The receptors of the olfactory sense are situated in the upper portion of the nasal cavity on either side of the nasal septum. These receptors consist of bipolar sensory neurons, which are interspersed with supportive tissue. The end of the olfactory neurons form a rounded tip which projects into the mucosa of the nasal cavity and from this tip project six to eight olfactory cilia (dendrites).

It is the olfactory cilia which react to olfactory stimuli such as essential oil molecules and initiate an electrochemical response which travels up through the axon and synapses with the olfactory bulbs. These in turn form the olfactory tracts which connect with the temporal and frontal cortices of the cerebrum, the hippocampus, hypothalamus and brain stem. When an odour is perceived it is because airborne molecules have entered the nasal cavity and become dissolved in fluid covering the olfactory epithelium. The exact nature and site of

the interaction between aromatic molecules and the neuron ciliary membrane is still not yet fully understood.

The type of response through the olfactory neurological pathways is dependent on both the strength of the odiferous stimulus and the characteristic shape of the aromatic molecule. The threshold for detection of odours is very low so few molecules are required to elicit an olfactory response. The sensation of smell is sometimes a combination of olfactory and tactile sensations. To understand this statement, we need to take a closer look at the innervation of the olfactory site.

The supporting cells of the bipolar neurons which are found in the roof of the nose are typical of the respiratory mucosal type and are served by branches of the trigeminal nerve. In addition to stimulating the olfactory receptors, many aromatic molecules also stimulate the trigeminal nerve receptors which are responsible for such sensations as heat, cold, pain, tingling, pressure and tension. Examples of this combined activity can be seen in oil of Peppermint, which cools and mildly anaesthetises the mucous membrane. Essential oil of Black Pepper is a pungent oil and heats the mucosa because of its irritant, vesicant nature.

The Psychology Of Aromatics

Aromatic substances have been used since the times of the ancients for their psychological effects and numerous records attest to their use as perfumes and in religious rituals by the Mesopotamian, Egyptian, Greek and Roman civilisations, uses to which they have continued to be applied throughout history.

Yet, though aromatic substances- chiefly plant derived ones, have long been used to attract sexual partners and to evoke religious states, two of the most potent psychological experiences known to mankind.

Clearly, in evolutionary terms, smell is one of the most primitive and important, of the special senses. It is said that in the foetus, the cells of the olfactory system develop before those of the brain and olfactory neurons, are the only nerve cells in the body to undergo replacement. Many other anatomical features of this sense make it uniquely, intimately and intrinsically connected to the emotional state.

The olfactory apparatus is the most direct connection between the outer world and the brain, where the olfactory pathways are closely connected to the limbic system- the seat of instinct, mood, memory and emotion and through this system, to the hypothalamus and the endocrine system. That smell can influence the emotional state is something known to all of us.

Some odours bring feelings of pleasure, some can repulse an individual, while others can evoke more subtle shades of emotional response. Others can lead to the recall of a memory and in some cases, odours have been said to cause the individual to become fearful through reflex stimulation of the sympathetic-adrenal response, or even to vomit.

The recent discoveries of odiferous sexual-attractant chemicals- pheromones- in animal- including human- life and their effects, often subconscious, have shown that smell can be a powerful determinant of behaviour and emotion.

Research using pheromone-like chemicals with humans has highlighted that the response to pheromone chemicals is not universal. However, Holistic therapists will be aware that

psychological responses, as well as physical ones, will differ, usually only subtly, sometimes radically, between each individual and unique person. For practical purposes, this means simply that the therapist using essential oils will have to be aware of each individual's unique psychological and physiological complexion when treating a patient and be ready to tailor treatment with this in mind rather than applying some set formula of a particular remedy for a particular disease.

STRESS

Stress can occur unexpectedly and at any time:

- It may arise from unresolved experiences in childhood.
- It may be emotional.
- It may arise from a physical accident.
- It may arise as the result of some disease.

We need to understand that trauma is usually buried within our emotional subconscious; this can then manifest itself in physical ways or even in relationships.

Some traumas experienced a long time ago may seem relatively unimportant but the emotional experience that accompanies them will be there. The effects of trauma can be left lodged in the bodies emotional system for many years, frequently building an accumulation of knotted tension within the bodies muscular system. This is why, sometimes as a practitioner, when you have been working on a particularly tense area of the body, your patient may cry and seem to be emotionally distressed.

Do not worry. Just allow the work which you are doing to take its effect. You will be helping to remove many years of stress and traumatic experiences.

Caution: You will need to understand that it is possible that you will release through the massage all sorts of hidden emotional

feelings and repressed memories within your patient. If you feel unqualified to deal with this, then it would be appropriate to refer your patient to a person more specialised in counselling or psychotherapy.

Symptoms of stress are many fold and include headache and migraine, poor appetite, "knot" in the stomach, muscular tension, insomnia, reduction in sexual performance, poor concentration and memory. The results of chronic stress include lowered immune response, being accident-prone, raised blood pressure and excesses of tension.

Fortunately, Aromatherapy can play a valuable role in alleviating excessive amounts of stress. There are no hard and fast rules governing which essential oils are effective for particular psychological states and the list given in the next section reflects the general responses viewed in clinical practice over a broad range of individuals and are not therapeutic certainties.

Whatever the difficulty of specifying the psychological effects of essential oils, the role of the mind and emotions in the healing of physical problems should never be overlooked.

To study the effects of the positive and negative mind-states on the individual fully, is vastly beyond the scope of this text and ultimately, despite the claims of some of the more extreme alternative therapies, the mind is seldom the only factor at play in physical disease.

Nevertheless, the effects of negative psychological states can almost always cause a disease or its symptoms to become more severe and counter or slow the healing process, while positive ones can beneficially influence recovery from physical illness.

The Aromatherapist can add the positive psychological effects of both correctly applied essential oils and massage to the physical effects of essential oils to make a powerful healing combination.

PSYCHOLOGICAL ASPECTS OF SOME ESSENTIAL OILS

Angelica

Angelica is said to alleviate feelings of exhaustion and mental stress, giving a sense of balance to the emotions and intellect and helps the patient motivate his / herself to deal with forbidding problems.

Basil

A strengthening, sharpening and clarifying oil, Basil is said to be of benefit for those who find it difficult to concentrate, find their attention wanders easily, are plagued by indecision and lack of self-discipline. It is said to impart strength to those feeling emotional fragility, and is useful for treating depression, anxiety, hysteria and mental fatigue. When used as a tonic is said to be useful to the nervous system.

Bay

Bay is a mild narcotic and is warming to the emotions.

Benzoin

Benzoin is said to comfort, heal and soothe. It is suited for those beset by sadness, anxiety and loneliness and is a comfort to the grieving. It helps the patient relax his/her hold on his/her worries and imparts confidence where this is lacking.

Bergamot

An oil both uplifting and sedating. Said to release anger and frustration and excellent for depression, especially when this is accompanied by anxiety.

Black pepper

Primarily a warming oil, usually suited to those who feel emotionally 'cold'. Where there is frustration it gives stamina, strengthening the resolve of the mind. It is said to be useful for the bleakness of grief and helps stimulate those who are indifferent to emotional influences into a warmer affective state.

Cajuput

An oil to counter mental and emotional stagnation, Cajuput is said to stimulate the mind, clear flotsam and jetsam from the thoughts, awakens sluggish feelings and balances the body and mind.

Camphor

Balancing to the psyche, Camphor is said to soothe tension especially when this is associated with emotional depression and rouses the indifferent from apathy. It is often used where illness appears to be psychosomatic.

Cardamom

Cardamom warms, invigorates and uplifts the emotions, warming the sensitivity and resolving mental and emotional confusion.

Cedarwood

Calms and soothes those with nervous tension. It is said to be used as an aid to meditation.

Chamomile

Calms depression, fear, hysteria and tension. For those assailed by worries it is said to be calming and brings a sense of tranquility where there are states of irritability, anger, restlessness or impatience. Those who are oversensitive emotionally should find succour in this remedy.

Cinnamon

A bracing oil useful for feelings of exhaustion and weakness.

Citronella

A rising, cleansing oil, uplifting for those who are depressed.

Clary sage

An oil widely applicable to many disorders of mood and thinking. The over-active psyche manifesting in states such as compulsiveness, recurrent dreams, hostility, nervous debility, a feeling of racing thoughts, restlessness with exhaustion, panic and claustrophobia usually respond to Clary sage. It is said to help the person see his / her life or any problems in it in

perspective and gently encourages those suffering listlessness, depression or a tendency to self-pity.

Coriander

A stimulant to the mind, uplifting the emotions and refreshing the psyche. It is said to be an aid to the memory.

Cypress

An oil that strengthens and comforts, ameliorating both states of depression such as grief and those of psychological tension manifesting in anger, irritability and excessive talkativeness. It is said to be a useful crutch in times of upheaval, enabling the individual to accept change.

Dill

Dill is an oil used when the patient feels overwhelmed by their emotions or by events, such as during crises or after shock.

Eucalyptus

Is said to cool heated emotional states, aiding concentration and imparting clarity to thinking and is used where the energies are out of balance.

Fennel

It is said to confer strength and courage in times of adversity. Used for obesity stemming from 'comfort eating' in response to stressful times and to help alcoholism.

Frankincense

An oil used for its effects on the mental and emotional state since the times of the Ancients, Frankincense brings stability and order to the mind in disarray. States characterised by, insecurity, self-criticism, lack of discipline, suspiciousness, obsessions, exhaustion and lack of courage, are all benefited by the soothing yet elevating influence of this oil.

Frankincense has been useful where there has been prolonged grief and allows time to change for those who seem to have somehow become stuck or lost in the past. Fears of all

kinds- from mild apprehension to panic attacks and terror are brought into sensible relief with this oil and nightmares, claustrophobia and fear of things unknown and of no known origin have responded well to its application.

Geranium

As a primarily balancing remedy, Geranium essence has been said to benefit those who experience swings in their mood, to put the mind back into balance, even out peaks of either introversion or extroversion and soothe anxiety and depression. Those who are too rigid in personality often benefit from the effects of Geranium.

Grapefruit

A remedy that has been said to be of use for the dynamic negative thought states such as bitterness, confusion, envy, frustration and jealousy. Grapefruit cuts through these states and yet with its rising character imparts movement to mental quiescence characterised by indecisiveness, procrastination and concern for the past. It has a reputation for helping in states where the mood swings between mania and depression (bipolar affective disorder).

Hyssop

A piercing oil bringing alertness and clarity to the clouded mind. Hyssop is said to help bring buried feelings into focus, thus releasing much emotional pain. It may be useful in grief states.

Jasmine

A calming, grounding and uplifting oil, Jasmine lighten the spirits and brings the person towards a more realistic view of the world when he / she is feeling distant or detached. It is a principle agent for the treatment of depression, lightening sadness, instilling self-confidence and rousing those suffering from lethargy and apathy. It is useful for taut states where the emotions are coiled like a spring manifesting as rigidity, lack of emotional expression and jealousy. Jasmine calms anxiety and brings calmness to those afraid of coming events and can act as an aphrodisiac. Use with caution for migraine sufferers.

Juniper

Like its action on the body, Juniper is stimulating and is said to be cleansing and supportive to the mind, helping with states of anxiety, depression, memory loss and emotional depletion, while helping to cleanse wastes from the mind.

Lavender

An oil that affects the mind and emotions both physically and subtly, Lavender is a stabilising remedy. It is said to balance the emotions of those prone to swing from one mood to another, and soothe anxiety, panic and hysteria as well as acting to lift the spirits in states of depression and debility. Insomnia may respond to Lavender essence and it has also been used in the treatment of bipolar affective disorder (manic depression).

Lemon

Lemon cools and is said to refresh an over-heated heart and mind, bringing clarity to the thoughts.

Lemongrass

A primarily energising oil, Lemongrass lifts the spirits is said to impart dynamism to the mind and emotions and stimulate the intellect to greater concentrative powers. It may be useful for those who suffer boredom regardless of their external environment.

Lime

An activating oil, stimulating the mind, lifting the individual from apathy and depression, refreshing the intellect and uplifting the emotions.

Marjoram

The remedy of choice for deep psychological traumas. Marjoram is said to warm and comfort those lost in the loneliness of grief, calming the mind in states of anxiety, hyperactivity, tension or hysteria and helps induce a healing sleep in cases of insomnia.

Melissa

Calming and uplifting, the scent of Melissa is said to be a useful remedy where emotional blocks are a factor in a person's suffering. It is used for shock, panic and hysteria and helps ground the hypersensitive.

Myrrh

Strengthening and cooling, Myrrh is said to be of use in cases of 'paper fire' or superficial heat, where the emotions are heated, yet the individual readily lapses into states of weakness, apathy and lack of incentive.

Orange

Useful for those whose energy is stagnating, abolishing gloomy thoughts and boredom, encouraging a positive outlook and imparting energy to those who lack it. Orange oil is said to help protect against the effects of psychological tension and stress.

Origanum

Considered to be useful in the treatment of psychosomatic ailments.

Palmarosa

An oil that imparts a refreshing simplicity to the personality, uplifting, calming and encouraging clarity of thinking.

Patchouli

A grounding and balancing essence, Patchouli is said to induce objectivity, sharpen the wits, bring clarity to states of indecision and bring sense to the confused mind. It has been used to calm those who are apprehensive and stimulate the lethargic and sluggish mind.

Peppermint

A penetrating and stimulating essence, Peppermint effectively clears the mind of extraneous matter, relieves states of anger and imparts vigour in states of mental fatigue and depression. It is useful when the individual trembles because of nervous excitement and boosts the powers in cases of nervous impotence. Peppermint's piercing quality is said to usefully ground the individual in cases of shock and hysteria.

Petigrain

A calming, assuring oil, Petigrain is similar in its subtle effects to the closely related Neroli. It helps tranquillise panic and anger. Heartens those feeling depressed, refreshes the mind and soothes emotional turmoil.

Pine

Pine is said to strengthen and rejuvenate the tired mind and helps deal with feelings of weakness.

Rose

A powerful psychological remedy particularly suited to women. Rose is said to help centre the individual lost in the past, those overly attached to emotions, too aware of their selves or excessively self-centred. It is soothing in states of sadness and regret, cheering to the spirits, gently healing grief and depression, particularly when this occurs after the birth of a child. Envy is said to be lost under the influence of Rose and it is reputed to give a woman positive feelings about herself.

Rosemary

A remedy that brings sharpness and clarity to the mind and emotions, honing the intellectual faculties and clearing away accumulated wastes. It is used where there is loss of mental functioning whether this manifests as poor memory or disorientation, brings focus where there is lack of mental clarity or indecisiveness and gives a feeling of protection. Hysteria, lethargy, sadness and the 'Monday morning' feeling are helped by the uplifting qualities of Rosemary, the latter particularly when this oil is combined with citrus oils.

Rosewood

Is said to bring a stabilising influence to the nervous system, uplifting and enlivening those feeling weary depressed and overburdened with their problems.

Sandalwood

A medicine chest for the mind, Sandalwood has been used to effectively deal with many negative emotional conditions. It induces mental calmness, a boon for those beset by obsessions, anxiety, fear of coming events or failure, short temperedness, insecurity, self-criticism and lack of self-esteem.

Sandalwood is said to soothe sadness and depression, helps the grieving and encourages perseverance in difficult circumstances.

Those who are too bound up with events in the past will find aid to cut binding ties and those who are excessively introverted may find relief from this essence. Fear of intellectual effort melts away under Sandalwood's influence and new impetus is given to those prone to listlessness and procrastination.

Sandalwood's odour appears to give a feeling of protection to the insecure, brings a freshness of outlook to the cynical and aids those troubled by recurrent dreams. It is reputed to help in cases of sexual impotence and frigidity and to aid the development of the intuitive sense.

Tagetes

This oil is said to clear the thinking, relieve tension and promote a firmer hold on the emotions.

Verbena

A prime remedy for depression, Verbena is relaxing, refreshing and uplifting to the spirits.

Vetivert

A remedy with action on both deep and superficial levels of the psyche, Vetivert brings balance to those lacking a true grounding. It calms problems stemming from stress and tension and is useful for the fear that manifests before examinations or a visit to the dentist etc. Those with deep psychological problems may find relief from the use of Vetivert, especially those individuals who seem to be too sensitive and too open in their emotional life.

Ylang ylang

An almost archetypal scent, Ylang ylang relieves tight, inflexible,

active negative emotions such as guilt, hostility, impatience, jealousy, rigidity, stubbornness, secretiveness, suspiciousness and anger. It appears to ground those feeling distant, detached or aloof, gives a feeling of self-worth to those who are too critical of themselves and lack self-esteem and calms those of excitable temperament. Anxiety, depression, insomnia and shock are said to be aided by the earthing qualities of Ylang ylang and it has a long tradition of use as an aphrodisiac and in cases of impotence and frigidity.

MODULE 8 – QUESTIONS

1. In your own words, briefly explain the process of olfaction.
2. List the principle parts of the olfactory system
3. How do essential oils help both physical and psychological well-being?
4. Define the following terms used to describe the therapeutic properties of essential oils:-
 - a) Analgesic
 - b) Antispasmodic
 - c) Carminative
 - d) Cytophylactic
 - e) Rubefacient
5. What are pheromones?

MODULE 9 – COMMON

AILMENTS AROMATHERAPY

AND WOMEN

This section refers specifically to conditions that affect women and how Aromatherapy may help in the treatment of these conditions.

Menstrual problems

Menstrual discomfort may occur as uterine cramps, constipation, backache, headaches, migraine, nausea or even vomiting. Further related symptoms may include water retention, bloated abdomen, fatigue, premenstrual tension and heavy periods

Premenstrual tension (P.M.T.)

Also referred to as Premenstrual syndrome (P.M.S.) or Premenstrual disorder (P.M.D.) this condition refers to a number of experiences any or all of which may be experienced prior to menstruation. Due to a decrease in the amount of progesterone in the body certain related symptoms such as headache, lack of concentration, tender breasts, tearfulness, fatigue, skin spots, depression or irritability may occur.

The most appropriate Aromatherapy oils will be selected to suit the individual and not to treat the 'label', which that individual has been allocated.

The following table may help you, the Aromatherapist, to select the most suitable oil for the individual.

Type of P.M.S. Appropriate essential oil

- Depression and Tearfulness: Bergamot, Neroli, Clary Sage Jasmine, Basil.
- Violence and Aggression: Geranium, Camomile, Lavender.
- Fatigue and Apathetic: Bergamot, Rosemary, Grapefruit.
- Headaches: Lavender, Peppermint.
- Poor skin: Bergamot, Lavender, Geranium.
- Daily bathing should be recommended and massage at least weekly. The chosen oils should be used for at least three months to test their effectiveness. Should the blend appear to be ineffective then choose oils of a similar nature

Dysmenorrhoea

Painful menstruation may be experienced as a dull aching in the groin or painful uterine cramps. Lower back and abdominal massage performed gently with antispasmodic oil helps to ease pain. Alternatively, recommend a hot compress using some or all of the following oils in solution: Lavender, Camomile, Cypress, Sage.

Menorrhagia

Oils considered to be particularly useful for heavy 'periods' are Rose, Cypress and Geranium. These all have the effect of regulating 'periods'. Once again apply by using gentle effleurage or with a hot compress.

Amenorrhoea

There could be several reasons for a lack of or scanty 'periods'. Generally this condition is prompted by stress whether physical or mental or an emotional upheaval. Less frequently amenorrhoea is due to anorexia nervosa or anaemia. The following oils may be employed during massage or bathing or as a hot compress: Clary sage, Thyme, Camomile, Fennel, Hyssop, Juniper, Myrrh, Oreganum and Cypress.

Warning Do not use when pregnant.

Water Retention

A frequent symptom is that of abdominal bloating. This may occur prior to or during menstruation. Diuretics such as Juniper and Fennel are of great use here. Other oils to be considered are Cypress, Geranium, Hyssop, Lavender and Rosemary.

Menopause

The "change of life" takes place between the ages of 42 and 55. Although there may conceivably be a male menopause, the symptoms below are certainly experienced only by females.

Hot flushes

Are caused by alternate constriction dilatation of small blood vessels. During periods of constriction body temperature and heart beat rate rise leaving the sufferer to feel hot, flushed and generally embarrassed. Safe essential oils employed to counteract or ease this condition are: Clary sage, Geranium and Sage.

Water retention

As before Fennel and Juniper are considered excellent diuretics and will therefore relieve the symptoms.

Irregular periods

Rose and Cypress oils have a reputation for regulating the menstrual cycle. In conjunction with Geranium, which will encourage hormone balance, these oils provide an added bonus in that they help to tone the uterus.

Depression

For symptoms of depression recommend oils are: Bergamot, Clary sage, Lavender, Neroli, Jasmine or Camomile.

Leucorrhoea

A white or colourless or yellow discharge from the vagina with or without itching is known as leucorrhoea. The liquid has the consistency of mucous or the white of an egg. Causes are many fold but often it is simply a means of evacuation of waste products.

The finest method of treating any vaginal infection, discharge or irritation is by means of a douche: Either purchase a small enamel receptacle or Sitz bath or use a clean vessel.

First dilute two drops of essential oil in a teaspoon of good quality vodka. Add to a half litre of boiled water, cooled to a bearable temperature. The liquid now formed should be applied to the inside of the vagina as a wash. These instructions should be repeated twice daily for approximately one week.

Thrush

The fungal growth *Candida Albicans* found in the lower digestive tract is present in all human beings. If not kept in check by neighbouring bacteria it can prove to be problematical and in chronic cases rather serious. Aural, anal and vaginal thrush are manifestations of this problem.

Vaginal thrush is seen as tiny white spots on an inflamed red,

often lacerated, vaginal lining. Frequently, leucorrhoea is present and there is burning and pain during intercourse. Pruritis is present more often than not. Antibiotics, stress and the contraceptive pill encourage the prevalence of *Candida Albicans* as do refined sugars and lack of exercise.

After several years of life *Candida Albicans* changes from a spore to a fully- fledged fungal growth, which grows much like mushrooms or toadstools. Dark, musty, moist places such as mucous membranes are ideal for the growth of this fungus. Recent research has shown that the removal of amalgam (mercury) fillings helps to alleviate symptoms of thrush as indeed does the regular intake of 'live' yoghurt. Use some or all of the following essential oils: Lavender, Myrrh and Tea Tree (antifungals). Camomile maybe added to the original recipe to provide an anti-inflammatory action.

1. Prepare a douche of some or all of the above essential oils.
2. Add 2-4 drops of essential oil to a dessertspoonful of KY jelly then apply the jelly to the inside of the vagina.

Cystitis

This is a non-specific inflammatory condition affecting the urinary system creating discomfort and/or burning on or after urination. There is a consequent frequent urge to micturate. Inflammatory conditions of the urinary tract are more frequent in females and except in minor cases medical attention should be sought.

Using a similar method to the treatment of thrush (see previously) employ one or more of the following oils: Bergamot, Eucalyptus, Lavender, Sandalwood, and whenever cystitis is present, it is helpful to take homemade lemon and barley water or camomile tea.

AROMATHERAPY FOR MEN

Exhaustion

Although not a problem exclusively related to the male gender exhaustion can be the result of a multitude of symptoms related to the stresses of modern life. Whether business or

home-related chronic stress may produce symptoms from hypertension, peptic ulceration, migraines and insomnia to the more serious heart or lung-related disorders found so commonly in the male population. The real problem is that so many men will not, cannot or do not know how to relax

Choose oils that will encourage relaxation, especially soporifics, relaxants and nervines. Such oils are Marjoram, Clary Sage, Camomile, Lavender and Frankincense.

Heart problems

Forty percent of males in the Western world that die between the ages of forty five and sixty four do so from a myocardial infarction (heart attack).

Smoking, excessive alcohol intake and lack of sufficient exercise are contributory factors but by far the worst symptom is the attitude provoked stress emanating from the need to 'get on' in business.

Marjoram, Lavender and Ylang-Ylang, whether used in bathing or massage will help alleviate the physical and mental symptoms of stress. Consider also Bergamot, Clary Sage, Cypress, Basil, Lemon, Melissa and Geranium by examining their individual properties for individual relevance.

A change of lifestyle is of paramount importance for the stressed male. He needs to be coaxed away from the type A character type stimulants: Rigidity, excessive competitiveness, agitation and impatience to the more 'together' type B character: Who plans, executes and relaxes in a balanced manner. Diet, fresh air, exercise and relaxation are all important aspects of this change and must be discussed with the stressed character so that he accepts the need for change in a positive manner.

Prostatitis

Prostatitis is inflammation of the prostate gland found only in the male. Symptoms include frequent urging to micturate, pain on being unable to micturate, discomfort on passing urine and lower abdominal pain. Oil of Lavender, Cypress, Eucalyptus and Thyme should be considered for this distressing problem. Generally this situation affects males in their sixties or seventies but at times is experienced by younger men. It is important that male patients experiencing these symptoms should be examined by a medical doctor to discount the possibility of cancer of the prostate. It is said that Zinc & Vitamin C taken regularly together may alleviate this condition.

Pruritis

Use the same oils recommended for Pruritis in females. Itching maybe anal or genital but in all cases cleanliness and hygiene play important roles as does the wearing of cotton underwear so that the area can 'breathe'.

Alopecia

Although females can suffer from hair loss it is generally a condition that affects males between the ages of 21 and 55. The younger and the sooner the loss the most distressing it appears.

Alopecia areata is hair loss in patches and when hair loss is total (baldness) it is known as Alopecia totalis. Inheritance is a major factor to be considered but often hair loss is due to the deficiency of a number of vitamins or minerals. Specifically calcium pantothenate deficiency has been associated with premature baldness.

Scalp massage when administered frequently is considered

excellent for increasing oxygenated blood. Many folk remedies claim to be able to restore hair growth -among these are nettle tea or rinse, cowpat or honey and cider vinegar.

Aromatherapy oils of consideration are: Clary sage and Camomile. Your client may like to consider eating a diet rich in fresh fruit and vegetables or to supplement their diet with vitamins and minerals, especially Vitamin C.

AROMATHERAPY FOR SENIOR CITIZENS

Conditions of the elderly are generally of a chronic nature, either because the sufferer has had the condition for some considerable period of time or the body or its co-existing energy levels are weak. In many such individuals symptoms may be numerous. In all such cases Aromatherapy will be employed primarily to help to ease pain and discomfort and to provide comfort and nurturing to the person inside the body.

Two important points must be registered here:

- Many senior citizens have limited financial resources, although there are others who have a more disposable income. You will need to treat each case individually
- You must emphasise to your patient that any improvement may be gradual.

Do help the elderly patient "if required" onto the couch. Do not rush them. Even if less massage is performed it is wiser to proceed at a pace that suits your patient. An elderly person will appreciate the fuss and attention rather than the need to 'finish the whole session properly. Do plump up their pillows and spend some time ensuring that they are comfortable. Do talk to them and 'make a fuss' of them as individuals - they are people and have needs too.

Should your patient be unable to scale your couch then employ a chair or stool and massage the available areas of the body. Here particular attention may be paid to the hands and

feet.

Life deals some cruel blows as it progresses and the older one becomes the more experiences one will have acquired. Many senior citizens will not have been physically contacted for some time, especially the widowed. This “old familiar” experience of being touched may invoke an emotional reaction and you as a therapist should be prepared for such an eventuality.

Perhaps most important of all is your communication. Ensure that your patient feels comfortable and 'at home'. Use reassuring words and strokes whilst working -most lonely people prefer conversation during massage.

Ask your patient whether a particular stroke on a given part of the body is too hard or too soft -tender areas will invariably take several sessions to treat.

Avoid the tendency to patronise the elderly, even those who are a little deaf. Most of all realise that these people have actually experienced much of the life you have yet to encounter. Far from “going a bit doolally” you may find that many older persons have a great deal of information and wise advice they could wish to impart to you.

AROMATHERAPY IN THE WORK ENVIRONMENT:

Offices can appear stressful, confined and dust-ridden. Conversely outdoor work may incorporate the risk of lead pollution from vehicle exhaust fumes. Whatever the environment and whatever the occupation there will be disadvantages. At first glance it may appear that the individual has no control over their immediate environment.

The factory

Overcrowding, dust and dirt, chemicals, noise and lack of natural light and ventilation are problems encountered by factory employees. Many Japanese-owned factories

encourage lunchtime exercise, a balanced diet and a stress-reduced working environment. In other cases union representatives could be consulted and encouraged to introduce the pleasant odours of aromatherapy oils. Until this time the individual may carry a small bottle of essential oil to smell periodically or place several drops of dilute oil on the overalls. Relaxing oils such as Lavender and Geranium may be employed or conversely stimulating oils such as Lemon and Grapefruit.

The office

Air conditioning harbours many different germs and bacteria and consequently may encourage a whole host of illnesses in office workers. Nowadays authorities have even quoted a name for such conditions - "sick building syndrome".

Contributory factors to frequent absenteeism due to illness are:

- Dust extractors, which discharge dust.
- Fumes from polish and carpet-cleaning fluids.
- Faulty humidifiers, which become breeding grounds for bacteria.
- Solvents used in fluids.
- Cigarette smoke odours
- Photocopier emissions.

Useful oils for offices, hospitals, etc. are Lavender, Bergamot, Tea-tree, Lemon, Pine and Rosemary. Some are antiseptic, some antidepressant and all will have a beneficial effect on workers in the working environment.

MODULE 9 - QUESTIONS

1. How might aromatherapy help a busy working mother, list what symptoms she may be displaying, and the essential oils you would likely use and their dilution?
2. What extra precautions would you take if you had an elderly client? What oils might you use, and what dilution?
3. A mother brings her schoolboy son to you for a treatment as he is taking exams and very stressed, how would you treat him? What special precautions would you take? What oils would you use, what dilution/
4. What oils would you avoid using on a child, and what dilution?
5. A male client has come for advice and treatment for insomnia, as he has a very demanding job and travels a lot, what oils would you use and their dilution.
6. What must an Aromatherapist obtain before they give any treatment?
7. Give three examples of each of the following: Top notes. Middle notes. Base notes.
8. When blending Essential Oils what is the normal

dilution for a healthy adult?

9. What should you do before you try any essential oil for the first time?

MODULE 10 - CASE STUDIES

Since Aromatherapy is a good bit trial and error, case studies provide a more bona fide foundation for making your essential oil suggestions to clients. Remembering what you have learned you will know that what works on some clients may not work on others and your case studies, when combined and analysed, can pin point what has the most likelihood of working. Once again, performing your own study is not prohibitively hard. It does take time however and bit of writer tenacity.

A study on a single person over time can prove fruitful, although one must remember the “what works for some might not work for all rule”. A self-study with proper documentation along the way can also work out fine. The biggest consideration which needs to be made is what is it you want to treat or try and improve! Secondly, is it tangible... can you measure it or properly document it?

Studies based on physical changes such as lower blood pressure, clearer skin, better circulation, etc., are not only easier to perform but also have a better chance of being correct.

WRITTEN CASE STUDY GUIDELINES

You will need to complete 12 Case Studies

Follow these guidelines and base your report on them.
Please put your full name and date in block capitals on the top of each case study you carry out.

Consultation and Treatment

Perform a consultation and write a summary of this to include:

- A description of your client's general lifestyle.
- Your client's expectations and motivation towards the treatment.
- Identification of problem areas.
- Your objectives in treating the patient.

Select and Blend Oils

- State the essential oils to be used and briefly write about your reasons for choosing each one.
- State the quantities of each oil that is used in drops
- State which base oil and quantity you would choose and briefly write about your reason for that choice

Perform the Massage

Write about:

- The areas that were massaged
- How you performed the massage with regard to pressure techniques

Effectiveness of the Treatment

- Explain how you evaluated the treatment
- Was the treatment effective or non-effective in your opinion?
- Was the treatment effective or non-effective in your client's opinion?

Describe the Aftercare Advice you Gave to the Client

Future Recommendations as Regards Further Treatments

State your recommendations with regard to:

- Frequency of treatments.
- Areas to be massaged.

SUBSEQUENT TREATMENTS

Feedback from the patient Since the Last Treatment

To include:

- How has the patient been feeling?
- Was the aftercare advice followed?
- Any positive or negative effects encountered?
- Any problems encountered?

Alterations to your Treatment Plan

Was any change made regarding:

- Duration of treatment

- Frequency of treatment
- Massage techniques
- Blends of oils

Explain briefly your reasons if alterations were made.

Reflective Practice

Explain briefly how you felt giving the treatment, how you can improve the treatment and how you felt the treatment was received.

FINAL TREATMENT

To include:

Evaluation of the course of treatments

- Was the course effective in part or in whole?
- Is there anything you would change?

Future recommendations

- Although this case study is concluded what would you recommend if you were to continue treating your patient regarding frequency of treatments and advice?

Submit your written reports to your tutor. If this is found to be satisfactory your pass mark will be assessed.

Case Study No.....

Pass Mark.....

Tutors
Signature.....Date.....
.....

SAMPLE CASE STUDY

Aromatherapy – Treatment

Summary. Case study 2.

Treatment 3.

Client:

Date: 20th May 2014

Duration of treatment. 1 hour & 15 minutes.

Summary of consultation and observation of areas.

Client has recently had flu, however is a lot better but still not 100 % and still experiencing tiredness, bronchial and nasal congestion.

Findings during the treatment and actions taken.

No unusual findings during treatment.

Client reactions during the treatment.

Client was tired, drained and therefore felt sleepy during the treatment. Enjoyed being able to relax and enjoy the treatment.

Effects of the Treatment.

She was relaxed. She told me that not long after treatment, while I was still there, her ears unblocked and later on after I left she said that the treatment helped with the chest and she started to expel catarrh.

After care advice given and why?

As she was still recovering from a terrible bout of flu/cold I asked her to continue to keep up with the water intake and to keep warm when having to go out. As she is also always busy, I asked her to find some quiet time for herself and to get to bed a little earlier than what she had been doing. The little bit of essential oils made for her, I gave to her to either inhale from having it in a burner or use in her bath.

Brief description of client's occupation and life style.

Client is a mature student, but also has a family who she looks after and therefore is trying to fit in all her studying, housework and attend to all the needs of the family.

What is client's general health.

Generally the client's health is very good, however the cold has taken a lot out of her and I feel this is due to her immune system being poor hence the cold she got. She has also been affected by the cold/flu in a way that she has been a little down and frustrated. I still feel she is doing too much and needs a recovery period.

What are the reasons for treatment.

The reason for treatment is still to assist her with the remainder recovery of flu, tiredness and nasal & bronchial congestion.

Observations of the treatment area.

I felt focusing should still be on the entire body with particular attention on the bronchial and nasal passage. I therefore continued the massage as before covering the whole body to aid in the absorption of essential oils into the body and for relaxation. I concentrated on her shoulders, just above the chest and facial muscles in particular the nasal area starting from the chin, to cheek bone to the nasal area and continuing to the forehead and

temples and ending with a little head massage.

Reflective Practice.

(Length, specific areas for extra attention or avoidance).

I feel more confident in the massage techniques and therefore find that it is not taking me as long as before. Becoming a little more familiar with the massage techniques. This treatment therefore took me one hour 15 minutes to complete.

Reason for treatment:

To relieve client of bronchial and nasal congestion and the recent, remaining symptoms of flu.

The essential oils used and amount used for treatment are as follows.

Treatment Area Essential oils used.

Quantity used/drops of oil. Benefits of the

Essential oils. Full aromatherapy massage.

Carrier oil: Sweet Almond oil 20 mls. Helps relieve dry skin, itching, soreness and inflammation. Good for eczema. Has nutritional & healthy properties in it. For example, Vitamins, minerals, protein and lucosides.

Essential oils:

Frankincense - 3 drops to aid in clearing chest and bronchial congestion. It is also uplifting and calming.

Black pepper - 2 drops to assist with circulation in the body and also flu/colds and helps with any muscle aches and pains associated with colds and flu.

Sandalwood - 2 drops to assist with coughs and colds of which the client had.

NB: I and client both felt something was missing in the essential oil mixture, so we then added in lemon. Peppermint- 2 drops to help in clearing the head, and it is uplifting. Pettigrain - 3 drops. I chose Pettigrain as it aids with muscle aches but also fatigue, insomnia and exhaustion and is also a sedative and encourages relaxing.

SAMPLE AROMATHERAPY AFTERCARE ADVICE

- * To gain maximum benefit from the oils on the skin and through inhalation of the vapours, avoid washing or bathing for approximately 4- 8 hours after treatment if you can.
- * Avoid direct exposure to sunlight as some oils can make the skin photosensitive. Your Therapist will advise you if this is the case.
- * As Aromatherapy is a detoxifying treatment, avoid alcohol, smoking and excessive tea or coffee drinking for 24 hours after treatment. Some oils will enhance the effect of alcohol so care must be taken if driving or working - your Therapist will advise you if this is the case.
- * Drink plenty of water to help eliminate the toxins from your body.
- * Eating light meals for the rest of the day will allow the body to concentrate on natural healing.
- * You may feel relaxed and tired after a massage. Take care if driving or working. Allow your body to rest to enable the full therapeutic benefit of the oils to take effect.
- * Do not use any other skin preparations until 8 hours after treatment.
- * If you feel any skin irritation after treatment, wash the affected area immediately.
- * Sometimes the detoxifying process can cause some slight nausea, if this is the case, drink plenty of water.
- * Your Therapist may have given you some preparations and instructions for your own home use. Make sure that you follow the advice carefully.

*** SAMPLE CONSULTATION FORM**

PERSONAL DETAILS

Surname:		Consultation Date:	/ /
First Name(s):			
Title:		Telephone – daytime:	
Address:		- evening:	
		Gender:	<input type="radio"/> M <input type="radio"/> F
		Date of Birth:	/ /
Postcode:		Occupation:	
Email Address:			
Civil Status:		Emergency Contact info (incase of an emergency during therapy session)	
Children + Ages:			
GP Name:		Name:	
GP Address:		Telephone Number:	
		Relationship to Contact:	
Can we contact you with promotional messages?		<input type="radio"/> Via Email <input type="radio"/> Via Text Msg <input type="radio"/> Do not contact	

THERAPY DETAILS

Reason(s) for wanting Aromatherapy:			
Expectations from the treatment:			
Any areas of your body that you generally do not like being touched? (e.g. feet, face)			
Which kind of aromas do you like?			
Which kind of aromas do you not like?			
Have you previously had Aromatherapy or any other holistic treatment?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, What treatment & When did you have it?	
Are you currently having any other forms of holistic (alternative / complimentary) treatments?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, please give details:	

MEDICAL & SURGICAL HISTORY

Please provide Medical & Surgical History: (include details of condition / surgery and date diagnosed / surgery performed)	Condition/Surgery	Date diagnosed / performed	
	1.		
	2.		
Details any current conditions currently being treated by your doctor, therapist or yourself:			
Details of any current medication, treatments or alternative therapies:			
Details of any allergies that you have:			
Details of problem areas of your body:	Onset (when does it usually start?)	Frequency (how often do you get it?)	Duration (how long does it go on for?)
1.			
2.			

Have you had any operations in the last year?	<input type="radio"/> Yes <input type="radio"/> No		
	If Yes then	What Operation?	
		When?	
Are you currently receiving any other professional treatments for your body?	<input type="checkbox"/> Osteopath/Chiropractor <input type="checkbox"/> Physiotherapist <input type="checkbox"/> Other		
If so, please give details:			

Female Clients Only

Date of Last Period:	/ /		
Do you suffer with PMT?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, How does it affect you?	
Do you suffer from menstrual pains?	<input type="radio"/> Yes <input type="radio"/> No		
Are you menopausal?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, How does it affect you?	
Are you pregnant?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, How many weeks?	

Please indicate if you currently, or have ever, suffered from any of the conditions below (tick as many boxes as apply to you):

Skin Conditions <input type="checkbox"/> Acne <input type="checkbox"/> Athlete's Foot <input type="checkbox"/> Bites <input type="checkbox"/> Boils <input type="checkbox"/> Bruises <input type="checkbox"/> Burns <input type="checkbox"/> Dermatitis <input type="checkbox"/> Eczema <input type="checkbox"/> Herpes <input type="checkbox"/> Lumps <input type="checkbox"/> Melanomas <input type="checkbox"/> Psoriasis <input type="checkbox"/> Rash <input type="checkbox"/> Redness <input type="checkbox"/> Scars <input type="checkbox"/> Skin Sensitivity <input type="checkbox"/> Spots <input type="checkbox"/> Stings <input type="checkbox"/> Warts/Verrucas <input type="checkbox"/> Weeping Ulcers <input type="checkbox"/> Wounds	Circulation <input type="checkbox"/> Angina <input type="checkbox"/> Arteriosclerosis <input type="checkbox"/> Blood Pressure (high/low) <input type="checkbox"/> Broken Veins <input type="checkbox"/> Cellulite <input type="checkbox"/> Cold Hands/Feet <input type="checkbox"/> Fluid Retention <input type="checkbox"/> Heart Conditions <input type="checkbox"/> Hypertension <input type="checkbox"/> Myositis ossificans <input type="checkbox"/> Pacemaker fitted <input type="checkbox"/> Phlebitis <input type="checkbox"/> Thrombosis <input type="checkbox"/> Varicose Veins	Other Conditions <input type="checkbox"/> Arthritis <input type="checkbox"/> Cancer <input type="checkbox"/> Diabetes <input type="checkbox"/> Epilepsy <input type="checkbox"/> Fever <input type="checkbox"/> Hepatitis <input type="checkbox"/> HIV/AIDS <input type="checkbox"/> Multiple Sclerosis Joint and Muscle Problems <input type="checkbox"/> Back Problems <input type="checkbox"/> Broken Bones <input type="checkbox"/> Fractures <input type="checkbox"/> Joint Problems <input type="checkbox"/> Sprain	Digestive <input type="checkbox"/> Bloating <input type="checkbox"/> Constipation <input type="checkbox"/> Diarrhoea <input type="checkbox"/> Gall <input type="checkbox"/> Bladder <input type="checkbox"/> Hernia <input type="checkbox"/> Stomach problems Mind and Mood <input type="checkbox"/> Anxiety <input type="checkbox"/> Depression <input type="checkbox"/> Exhaustion (mental/emotional) <input type="checkbox"/> Insomnia <input type="checkbox"/> Nervousness <input type="checkbox"/> Stress <input type="checkbox"/> Tension
Any other diagnosed condition (please specify):			

LIFESTYLE

Lifestyle	<input type="radio"/> Active <input type="radio"/> Sedentary		
What is your appetite like?	<input type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor		
Do you have a well balanced diet?	<input type="radio"/> Yes <input type="radio"/> No		
Do you eat meals regularly each day?	<input type="radio"/> Yes <input type="radio"/> No		
Do you have regular bowel movements?	<input type="radio"/> Yes <input type="radio"/> No		
Do you take any food / vitamin supplements?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, which ones?	
How many cups/glasses of water and non-caffeinated drinks do you drink per day?	<input type="radio"/> 8 or more <input type="radio"/> 6 to 8 <input type="radio"/> 4 to 6 <input type="radio"/> 0 to 4		
How many cups/glasses of caffeinated (e.g. tea, coffee) drinks do you drink per day?	<input type="radio"/> 8 or more <input type="radio"/> 5-7 <input type="radio"/> 3-4 <input type="radio"/> 0-2		
Do you drink alcohol?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, approx. how many units per week?	
Do you smoke?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, approx. how many cigarettes per day?	
Do you Exercise regularly?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, what type and how often?	
General Stress Level (1-10) [10=highest]			
Your work hours per week (on average)?			
Percentage of your work find stressful?	<input type="radio"/> 0-25% <input type="radio"/> 26-50% <input type="radio"/> 51-75% <input type="radio"/> 76-100%		
Hobbies / Interests:			
How easy do you find it to relax?	<input type="radio"/> Very Easy <input type="radio"/> Easy <input type="radio"/> Not very easy <input type="radio"/> Difficult		
What do you do to relax?			
How well do you sleep?	<input type="radio"/> Very Well <input type="radio"/> Good <input type="radio"/> Restless <input type="radio"/> Poor		
What is your average hours sleep per night?	<input type="radio"/> 8 or more <input type="radio"/> 6 to 8 <input type="radio"/> 4 to 6 <input type="radio"/> 0 to 4		
What is your general body skin type?	<input type="radio"/> Oily <input type="radio"/> Dry <input type="radio"/> Fair <input type="radio"/> Combination <input type="radio"/> Sensitive		

CLIENT OBJECTIVES FOR INITIAL TREATMENT (to be completed by therapist)

Uplift Relaxation Stress Relief Remedy Condition

Key Aims of Treatment:

- 1.
- 2.
- 3.

Cross Referencing:

Main Condition (1)			Secondary Condition (2)			Third Condition (3)		
Top	Middle	Base	Top	Middle	Base	Top	Middle	Base

Oils chosen for Aromatherapy:

Carrier Oils	Amount (ml)	Essential Oils	Amount (no. of drops)

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Treatment Plan:

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DECLARATION: "I confirm that the information given above is correct and that to my knowledge, I have not withheld any information that may be deemed relevant to my treatment. I will notify the therapist of any future changes in my health before receiving further treatments. I accept full responsibility for any problems arising from my omissions on this form, including relevant health conditions, medications and ongoing medical treatments."

PLEASE NOTE: All information held about clients is held securely in strictest confidence.

Client Signature:	Date: / /
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Therapist Signature:	Date: / /
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The School of Fine Tuning

NAME	DESCRIPTION	METHOD OF DISTILLATION	NOTE	USES	CAUTION
Basil	Herb with green leaves and small white/pink flowers	Steam Distillation	Top	Digestive, Antibacterial, Analgesic, Febrifuge, Cephalic, Hormone Balancer, Emmenagogue, Antispasmodic, Neurotonic, Antidepressant	Avoid in pregnancy. Avoid on epileptics. May irritate sensitive skin
Benzoin	Large tropical tree with pale green leaves bearing small, hard-shelled flattish fruit	Solvent	Base	Neurotonic, Diuretic, Expectorant, Anti Inflammatory, Sedative, Calming, Astringent, Vulnerary, Antiseptic	May have a drowsy effect. May cause sensitisation in some people
Bergamot	Small tree with oval green leaves bearing small fruit which ripens from green to yellow and is similar in appearance to a small orange	Expression	Top	Antiseptic, Uplifting, Aperitif, Insect Repellent, Digestive, Antiviral, Diuretic, Anti-Depressant	May irritate the skin in high concentrations . Photo toxic
Black Pepper	Shrub with heart-shaped leaves and small white flowers. Produces berries that turn from red to black as they mature	Steam Distillation	Middle	Antispasmodic, Carminative, Antitoxic, Aperitif, Diuretic, Analgesic, Febrifuge, Rubefacient, Expectorant	Avoid in Pregnancy. Do not use on somebody having homeopathic treatment. May cause irritation in high concentrations
Cedarwood	Evergreen tree that grows up to 40m high. It has small green spiky leaves and brown- coloured cones	Steam Distillation	Base	Insecticide, Circulatory stimulant, Antifungal, Antibacterial, Antiseborrhoeic, Sedative, Diuretic, Expectorant, Antiseptic	Avoid in Pregnancy.

Chamomile (Roman & German)	Herb with green leaves and daisy like flowers	Steam Distillation	Middle	Anti-allergic, Vulnerary, Antispasmodic, Digestive, Anti Inflammatory, Anti-Depressant, Analgesic, Sedative, Antibacterial	None
Clary Sage	Herb with large green leaves and small purple or blue flowers	Steam Distillation	Top/Middle	Hormone balancer, Antiseptic, Digestive, Hypotensive, Emmenagogue, Aphrodisiac, Antidepressant, Relaxant, Sedative, Antispasmodic, Antiseborrheic	Avoid in Pregnancy. Avoid if alcohol is to be consumed. Can be very sedative. Large dose may cause headaches
Clove	Slender evergreen tree with a smooth grey trunk and large bright green leaves. Pink buds appear which turn to red and are subsequently dried.	Steam Distillation	Base	Antispasmodic, Analgesic, Carminative, Antibacterial, Anti-Inflammatory, Insect Repellent, Antiviral	Used only in small amounts. Can irritate the skin
Cypress	Evergreen tree with spiky green leaves, and brown round cones	Steam Distillation	Middle	Astringent, Deodorant, Hemostatic, Antiseptic, Neurotonic, Sedative, Insect Repellent, Diuretic, Antispasmodic	None
Eucalyptus	A tall evergreen tree. The mature tree has long narrow, yellowish leaves and creamy/white flowers	Steam Distillation	Top	Expectorant, Rubefacient, Fatigue, Analgesic, Antibacterial, Antiseptic, Insect Repellent	Highly toxic if swallowed. Do not used in conjunction with homeopathic treatments

Fennel	Herb with green stems and leaves and golden yellow flowers	Steam Distillation	Middle	Aperitif, Osetrogen Stimulant, Antispasmodic, Analgesic, Carminative, Digestive, Anti Inflammatory, Emmenagogue, Diuretic	Avoid in Pregnancy. Do not use on epileptics
Frankincense	Small tree or shrub with white or pink flowers and green leaves	Steam Distillation	Base	Cytophylatic, Anti-Oxidant, Emmenagogue, Sedative, Anti Inflammatory, Tonic, Vulnery	None
Galbanum	Large perennial herb with shiny leaves and small flowers	Steam Distillation	Base	Analgesic, Anti Inflammatory, Antimicrobial, Antiseptic, Digestive, Carminative, Restorative, Tonic	None
Geranium	Plant with green leaves and coloured flowers	Steam Distillation	Middle	Hormone Balancer, Anti Inflammatory, Antidepressant, Antiseptic, Hemostatic, Adrenal cortex stimulant, Antifungal, Lymphatic Stimulant	May irritate sensitive skins
Ginger	Herb with brown/greyish roots and narrow spear shaped green leaves. It also bears white or yellow flowers	Steam Distillation	Top	Digestive, Carminative, Antiseptic, Aperitif, Aphrodisiac, Analgesic, Circulatory Stimulant, Antispasmodic	May irritate sensitive skins
Grapefruit	Tree with glossy green leaves and large yellow fruits	Expression	Top	Antidepressant, Calming, Uplifting, Antibacterial, Astringent, Detoxifying, Lymphatic Stimulant	None

Hyssop	A perennial sub-shrub, stems erect, branched 20-26cm with fine hairs at the tips, blue flowers	Steam Distillation	Middle	Antiseptic, Bactericidal, Antiviral, Expectorant, Carminative, Stomachic, Sedative, Emmenagogue, Circulatory, Stimulant	Avoid in pregnancy. Avoid in conditions of epilepsy and high blood pressure
Jasime	Evergreen shrub with bright green leaves and star shaped white flowers	Steam Distillation	Base	Sedative, Antidepressant, Aphrodisiac, Cell regenerator, Antiseptic, Hormone Balancer, Antispasmodic	Avoid during pregnancy
Juniper	Evergreen shrub with spikey green leaves and small flowers and little berries	Steam Distillation	Middle	Neurotonic, Sedative, Detoxifying, Astringent, Rubefacient, Vulnerary, Antiseptic, Emmenagogue, Antispasmodic, Aperitif	Avoid during pregnancy. Do not use on people who suffer from kidney disease
Lavender	An evergreen woody shrub with green narrow leaves and violet blue flowers	Steam Distillation	Middle	Relaxant, Sedative, Antidepressant, Analgesic, Antifungal, Hypotensive, Vulnerary, Antiseptic, Emmenagogue, Antispasmodic	None
Lemon	Small evergreen tree with green leaves bearing yellow fruits	Expression	Top	Astringent, Antiviral, Hypotensive, Tonic, Hemostatic, Rubefacient, Febrifuge, Antibacterial	May cause irritation therefore may have to be diluted. Phototoxic
Lemongrass	Tall, fast growing, yellow/green coloured aromatic grass	Steam Distillation	Top	Insect Repellant, Anti-Depressant, Febrifuge, Antiseptic, Analgesic, Antifungal, Antimicrobial, Carminative	May cause irritation therefore may have to be diluted.

Mandarin	Tree with green leaves bearing orange fruits	Expression	Top	Cell Regeneration, Sedative, Calming, Antiseptic, Diuretic, Antispasmodic	None
Marjoram	Herb with dark green oval leaves and clusters of small white flowers	Steam Distillation	Middle	Calming, Sedative, Analgesic, Antibacterial, Carminative, Emmenagogue, Hypotensive, Antispasmodic, Expectorant	Avoid during pregnancy
Melissa	Herb with green leaves and tiny pink or white flowers	Steam Distillation	Middle	Emmenagogue, Anti-depressant, Anti-viral, Hypotensive, Carminative, Anti-inflammatory, Antispasmodic	Avoid during pregnancy. May cause irritation therefore may have to be diluted.
Myrrh	Small Tree with aromatic green leaves and small white flowers	Steam Distillation	Base	Anti-inflammatory, Emmenagogue, Tonic, Stimulating, Expectorant, Antiseptic, Antifungal, Vulnerary, Balsamic	Avoid during pregnancy
Myrtle	Plant originating from Tunisia or Morocco	Steam Distillation	Middle	Expectorant, Anti infectious, Decongestant, Anti spasmodic, stimulant, tonic	Avoid during pregnancy
Neroli	Evergreen tree with green leaves and fragrant white flowers	Steam Distillation	Base	Cell Regeneration, Hypotensive, Calming, Sedative, Aphrodisiac, Carminative, Antidepressant, Deodorant	None
Orange	Evergreen tree with green spear shaped leaves bearing orange fruits	Expression	Top	Antidepressant, Sedative, Tonic, Antibacterial, Febrifuge, Hypotensive	None

Oregano	Leaves and flowers of the mint family	Steam Distillation	Top	Anti-infectious, Antibacterial, Antimicrobial, Anti-inflammatory, Antiviral, Immune stimulant, Circulatory	Avoid in pregnancy
Patchouli	Herb with large green leaves and white flowers	Steam Distillation	Base	Antiseptic, antidepressant, cell regenerator, antimicrobial, astringent, diuretic, antifungal, insect repellent	None
Peppermint	Herb with small green leaves and pink-mauve flowers	Steam Distillation	Middle	Febrifuge, analgesic, anti-inflammatory, Antiseptic, expectorant, emmenagogue, Antispasmodic, Hypertensive	Do not use in conjunction with homeopathic remedies. May cause sensitisation. Avoid during pregnancy, Do not use on young children. Do not use before bedtime as it is a stimulant
Petitgrain	Distilled from the leaves and twigs of the same tree that produces bitter orange and orange blossom	Steam Distillation	Middle	Antispasmodic, Anti Inflammatory, Anti Infectious, Antibacterial, Antiseptic	Avoid in pregnancy
Pine	Tall evergreen tree with reddish bark, green spiky needles and brown cones	Steam Distillation	Middle	Stimulant, Analgesic, Antiviral, Antiseptic, Anti Inflammatory, Antibacterial	May cause irritation
Rose	A shrub with green leaves and large pink or rosy purple flowers	Steam Distillation	Middle/Base	Antidepressant, Aphrodisiac, Antiviral, Cell regenerator, Anti Inflammatory, Astringent, Emmenagogue, Haemostatic	None

Rosemary	Herb with spiky green leaves and tiny blue flowers	Steam Distillation	Middle	Analgesic, Insecticide, Anti Inflammatory, Emmenagogue, Diuretic, Uplifting, Tonic, Hypertensive, Antimicrobial	Do not use on people with epilepsy or high blood pressure. Avoid during pregnancy
Rosewood	Evergreen tree with reddish bark, green leaves bearing yellow flowers	Steam Distillation	Middle	Calming, Sedative, antibacterial, Astringent, Cephalic, antiseptic, aphrodisiac, cell regenerator, immunostimulant	None
Sandalwood	Evergreen tree with green leaves and small pink or purple flowers	Steam Distillation	Base	Sedative, Calming, Antidepressant, Anti-inflammatory, Antiseptic, Diuretic, Expectorant, Carminative, Aphrodisiac	None
Spikenard	A tender aromatic herb with a pungent rhizome root	Steam Distillation	Middle	Anti-inflammatory, Bacterial Deodorant, Fungicidal, Sedative	None
Tea Tree	A small tree with needle like green leaves and yellow or purple flowers	Steam Distillation	Top	Anti-Inflammatory, Immunostimulant, Antiviral, Antibacterial, Expectorant, Antifungal, Neurotonic, Antimicrobial	Possible sensitisation in some people
Thyme	Herb with tiny green leaves and pink pale flowers	Steam Distillation	Top	Neurotonic, Immunostimulant, Expectorant, Astringent, antibacterial, balsamic, rubefacient, antispasmodic	Avoid during pregnancy. Do not use with people suffering from high blood pressure

Ylang Ylang	Tall tropical tree with green leaves and large mauve, pink or yellow flowers	Steam Distillation	Base	Antidepressant, Aphrodisiac, Hypotensive, Antiseborrheic, Antiseptic, Tonic, Neurotonic	Possible sensitisation in some people. Use in moderation as it may cause nausea and headache
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The School of Fine Tuning