

PROFESSIONAL PRACTICE RESOURCE

Daily Debrief

A menu of reflective prompts to close your working day.

Version 1.0

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Pick two to four prompts, any evening, in any order

How to Use This Menu

This is not a form to fill in from top to bottom. It is a menu. At the end of a working day, pick two to four prompts that feel relevant, and write your answers in your own notebook, journal or app. You do not need to use the same prompts every day, and you do not need to answer everything.

The menu is organised into two parts. The first is for reflecting on your day as a whole. The second is for reflecting on a particular client or piece of work that is sitting with you.

If you are reflecting on a client, use a client code or pseudonym only, never a name or other identifying detail.

1. Reflecting on Your Day

A whole-day debrief, for whatever is sitting with you tonight.

Wins and Challenges

- What went well today?
- What didn't go well today?
- What will I do differently tomorrow?

Presence and Self-Awareness

- How present did I feel with my clients today?
- Was there a moment today I felt fully engaged?
- Where did I notice myself distracted or checked out?

Self and Wellbeing

- What emotion showed up most for me today?
- What did I do to look after myself today?
- How is my energy level right now, compared to this morning?

Growth and Learning

- What did I learn about myself as a practitioner today?
- Where did I step outside my comfort zone today?
- Is there anything from today I want to bring to supervision?

Connection and Meaning

- Did I feel connected to colleagues or community today?
- Was there a moment today that reminded me why I do this work?
- Did today's work feel aligned with my values?

Boundaries and Capacity

- Were my boundaries respected today?
- Did I hold a boundary well, or notice one slipping?
- Did I take the breaks I needed today?

Gratitude

- What am I grateful for from today's work?

2. Reflecting on a Client

For the client or piece of work that is staying with you tonight.

Use a client code or pseudonym only, never a name or other identifying detail.

Noticing Your Response

- How did I feel when I saw this client's name in my diary?
- What thoughts or physical responses came up before, during or after the session?
- Does this client stay with me after work?

The Work Itself

- What felt like progress today?
- Where do I feel stuck or uncertain with this client?
- What might help them move toward their goals?

Your Own Patterns

- Is there anything I feel drawn to rescue, avoid, fix, prove or control?
- What might my response be telling me about this therapeutic relationship?

Looking Ahead

- Is there anything I want to bring to supervision about this client?

Professional Resource Disclaimer

This resource is intended to support personal and professional reflection. It does not provide clinical, legal or financial advice, and does not replace professional supervision, independent judgement or consultation relevant to your circumstances.

Do not include client names or other identifying information when using this resource. Any notes you keep should be stored securely and managed in accordance with your privacy, confidentiality and record-keeping obligations.

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