

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 26 OCTOBER 1971

Remimeo
HQS Course Supervisor
Hat

Issue VII

HQS COURSE SUPERVISOR SPECIALIST CHECKSHEET

NAME _____ DATE _____

POST _____ ORG _____

DATE COMPLETED _____

PURPOSE: To qualify a person as an HQS Course Supervisor.
Further, to train a Supervisor to be an expert in
running a FLUBLESS HQS Course.

PROCEDURE: Once through starrate.

PREREQUISITES:

1. Is a Level I Auditor _____
2. Case Gain _____
3. Has passed TRs the Hard Way successfully
and fully. _____
4. Has been Word Cleared Method I in Qual
to F/Ning list. _____
5. Has completed Mini Course Supervisors
Checksheets per LRH ED 138R INT 14 OCT
1971. _____

In studying your materials DO NOT go past any word you don't understand. Immediately you spot a word you don't understand, look it up in the dictionary or in the Scientology Dictionary, get it defined and use it in a few sentences. When you are happy that you understand the word, you may read on.

A. ENFORCING STANDARD TECH SECTION

1. HCO PL 14 Feb 65 Safeguarding Technology _____
2. HCO PL 15 Jun 70 Keeping Scientology Working _____
3. Clay Demo: What you do when you see out tech. _____
4. HCO PL 17 Jun 70 Technical Degrades _____
5. Clay Demo: The result of labeling materials
"background" or "not used now". _____

6. HCO PL 28 Jun 71 TR Course High Crime _____
7. HCO PL 8 Mar 65 High Crime _____
8. Clay Demo: How enforcing the High Crime policies would affect the result of the HQS Course. _____

B. HQS MATERIALS SECTION

1. HCO PL 21 Oct 71 Study Points for the HQS Course _____
2. HCO PL 21 Oct 71 HQS Course Checksheet _____
3. Practical: Method No. 2 Word Clearing on the materials on the HQS Course Checksheet (HCO PL 21 Oct 1971 HQS Course Checksheet.) This includes HQS Glossary in the HQS pack. _____

C. DRUG DATA SECTION

1. HCO B 28 Aug 68 Drugs _____
2. HCO B 29 Aug 68 Drugs Data _____
3. HCO B 23 Sep 68 Drugs & Trippers _____
4. HCO B 8 Jan 69 Drug "Insanity" Non-compliance and alter-Is _____
5. Clay Demo: The effect of the drugs on an individual in relation to his mind and PT environment. _____
6. Clay Demo: How drugs would effect a student's ability to understand and apply an HCO B. _____
7. HCO B 17 Oct 71 Drugs, Aspirin and Tranquilizers _____
8. HCO B 12 Mar 69 Physically Ill PC's and Pre OT's _____
9. HCO B 27 Jul 69 Antibiotics _____
10. HCO B 26 Jul 69 Body and Standard _____
11. Clay Demo: What would happen to a student's gain if he is irregular in applying the prescribed medical actions. _____
12. HCO B 15 Jul 71 C/S Series 48R Drug Handling _____
13. HCO B 25 Oct 71 Drug Drying Out _____
14. Clay Demo: Purpose of taking vitamins _____
15. Essay: How should a person coming off drugs be administered for vitamins. _____

D. TR SUPERVISION SECTION

1. HCO PL 3 May 71 Use of TRs _____

2. HCO B 26 Apr 71 TRs and Cognitions _____
3. HCO B 16 Aug 71 Training Drills Modernized _____
4. HCO B 17 Sep 70 Get TR 0 Training In _____
5. HCO B 2 Jun 71 Confronting _____
6. HCO B 22 Jul 71 Confronting Additions _____
7. HCO B 18 Sep 67 Study Complexity and Confronting _____
8. Clay Demo: How the degree of complexity is proportional to the degree of non confront. _____
9. HCO B 24 May 68 Coaching _____
10. Clay Demo: Standard Coaching _____
11. HCO B 21 Jun 71 What is Communication _____
12. Book: Dianetics 55, Chapter VII Communication _____
13. Clay Demo: The Communication Formula _____
14. Clay Demo: How the comm formula applies in doing TR's. _____
15. HCO B 12 Jun 59 Tone of Voice - Acknowledgement _____
16. HCO B 21 Jun 71 Affinity, Reality and Communication _____
17. HCO B 30 Apr 70 Auditing Comm Cycle _____
18. HCO B 7 May 68 Upper Indoc TRs _____
19. HCO B 22 May 71 Revised TR 8 Clarification _____
20. Book: Problems of Work, Chapter IV Pages 25-28 _____
21. LRH ED 143 INT The World Begins with TR 0 _____
22. Clay Demo: Quickie TR's _____
23. HCO B 25 May 71 The TR Course _____
24. HCO B 26 May 71 C/S Series 38 _____
25. Clay Demo: What happens if C/S Series 38 is violated. _____
26. HCO B 21 Jun 71 TR Course - How to Run _____
27. Clay Demo: The Key Ingredients to a TR Course _____
28. HCO B 2 Aug 71 TRs Solo Course and Advance Courses _____
29. Clay Demo: What happens if someone in the middle of Solo or Advance Course is put onto and does TRs. _____
30. HCO B 16 Aug 71 TR Course Breakthrough _____
31. Clay Demo: The APPARENT overrun phenomena and what brings it about. _____
32. HCO B 1 Sep 71 TR Course Breakthrough Successes _____

- 33. HCO B 15 Aug 71 TR Course Bugs Handling _____
- 34. Essay: Without referring to the HCO B, list verbatim all Meter Check questions on the TR Course. Then write how and when and why they are used. _____
- 35. Clay Demo: How do you handle a student who read on Meter Check question (2). _____
- 36. Clay Demo: How do you handle a student who is on the TR course but later found to be misprogrammed. _____
- 37. Clay Demo: How do you handle a student who was found to be falsely passed on a TR. _____
- 38. Clay Demo: How do you handle a student who read on any one of the Meter Check questions 4a, 4b, or 4c? _____
- 39. HCO B 5 Nov 71 TR Course De-Bug Drill _____
- 40. Practical: Do the above drill per HCO B 5 Nov 1971 TR Course De-Bug Drill until flawless and passed. _____
- 41. HCO B 18 Aug 71 TR Course How to Run _____
- 42. Clay Demo: A fully fledged TR Course showing all lines, terminals and actions using the data of the checksheet. _____
- 43. Clay Demo: The results of a successfully run TR Course. _____

- E. HQS CO-AUDIT SECTION
- 1. HCO B 21 Oct 71 Assists in Scientology _____
- 2. HCO B 22 Oct 71 Assists for Injuries _____
- 3. Practical: Do a contact assist on a doll, imagining it to have injured an arm or leg by running into the furniture. Run the contact assist until somatic turns on and blows off and the pain is gone, plus cognition. After completing assist, write up the Auditors report and worksheet for the session. _____
- 4. HCO B 22 Oct 71 Touch Assists _____
- 5. Practical: Do a touch assist on a doll who has an injured forehead. Run the assist until the pain is gone and there is a cognition. Write up the Auditors report and worksheets after successfully completing the assist. _____
- 6. Practical: Repeat (5) this time doing the touch assist on an injured arm. _____
- 7. HCO B 7 Jun 69 How to Make a Person Sober _____

8. Practical: Do a locational havingness process on a doll imagining it to be intoxicated or high. After successfully completing process write up Auditors report for the session. _____
9. HCO B 1 Dec 65 CCH's _____
10. HCO B 7 Aug 62 Running CCH's _____
11. HCO B 6 Sep 62 CCH's: More Information _____
12. HCO B 5 Apr 62 CCHes: Auditing Attitude _____
13. HCO B 30 Sep 71 Drill - Model Session for CCH's 1 to 4. _____
14. Practical: Do CCH's 1 to 4 on a doll using CCH 1 to 4 Model Session and keeping report form and worksheets at the beginning and end of the session. _____
15. HCO B 30 Sep 71 CCH's 5, 6 and 7 _____
16. HCO B 30 Sep 71 Drills - Model Session for CCH's 5, 6 and 7. _____
17. Practical: Do CCH 5 on a doll using CCH 5 Model Session and keeping report form and worksheets at the beginning and end of session. _____
18. Practical: Do CCH 6 on a doll using CCH 6 Model Session and keeping report form and worksheets at the beginning of session. _____
19. Practical: Do CCH 7 on a doll using CCH 7 Model Session and keeping report form and worksheets at the beginning and end of session. _____
20. Book: Creation of Human Ability, R2-17 Opening Procedure by Duplication, pages 47-49. _____
21. HCO B 4 Feb 59 OP. PRO. BY DUP _____
22. HCO B 22 Oct 71 Exteriorization _____
23. Clay Demo: What is Exteriorization _____
24. HCO B 24 Oct 71 OP. PRO. BY DUP. - End Phenomena _____
25. HCO B 26 Oct 71 OP PRO. BY DUP. and Exteriorization Handling for Co-Audit _____
26. Clay Demo: Demonstrate how to handle a PC who went exterior on OP PRO BY DUP and the handling _____
27. HCO B 30 Sep 71 Drill - Model Session for Opening Procedure by Duplication (Op Pro by Dup) _____
28. Practical: Do Op Pro by Dup on a doll using Op Pro by Dup Model Session and keeping report forms and worksheets at the beginning and end of session. _____
29. Book: Self Analysis
Processing Section (pages 36-39) _____
Important How to Use the Disk (page 34) _____

- 30. HCO B 30 Sep 71 Drill - Recall Lists Model Session _____
- 31. Practical: Do Self Analysis Lists on a doll using Model Session for Recall Lists and keeping report form and worksheets as you go. _____
- 32. HCO B 25 Oct 71 The Special Drug Rundown _____
- 33. Clay Demo: The proper sequence of actions and steps of handling a drug person on the HQS Course from beginning to end. _____
- 34. HCO B 26 Oct 71 HQS Course How to Run _____
- 35. Clay Demo: The proper sequence of handling an ordinary person on the HQS Course from beginning to end. _____

F. FLOATING NEEDLE SECTION

- 1. HCO B 11 Feb 66 Free Needles, How to get them on a PC _____
- 2. HCO B 21 Oct 68 Floating Needle _____
- 3. HCO B 7 May 69 Floating Needle _____
- 4. Clay Demo: An F/N _____
- 5. HCO B 17 May 69 TRs and Dirty Needle _____
- 6. HCO B 20 Feb 70 Floating Needles and End Phenomena _____
- 7. Clay Demo: A Full B.P. _____
- 8. HCO B 8 Oct 70 C/S Series 20 Persistent F/N _____
- 9. HCO B 1 Nov 71 Drill - Checking for Overrun or Unflat for the HQS Course _____
- 10. Practical: Do the Drill - Checking for Overrun or Unflat with full admin. _____

G. CASE SUPERVISION FOR CO-AUDIT SECTION

- 1. HCO B 23 Aug 71 C/S Series 1 Auditor's Rights _____
- 2. Clay Demo:
 - A. Why it is important to tell the auditor exactly "What he did wrong". _____
 - B. Demonstrate ability attained. _____
- 3. HCO B 23 May 71 BA Series 2 The Two Parts of Issue II Auditing _____
- 4. HCO B 5 Feb 66 BA Series 8 Letting the PC Issue II Itsa _____
- 5. HCO B 16 Jun 70 C/S Series What the C/S is Doing _____

6. Clay Demo: What happens to the pc if a process is not taken to its full E.P. _____
7. Clay Demo: A full E. P. _____
8. HCO B 8 Mar 71 C/S Series 29 Case Actions OFF LINE _____
9. HCO B 25 Jun 70 C/S Series 11 _____
10. HCO B 21 Aug 70 C/S Series 16 Session Grading _____
11. HCO B 10 Nov 70 C/S Series 21 C/S Responsibility for Training _____
12. Clay Demo: What will happen to pc and auditor results if any auditing club is immediately retrained. _____
13. HCO B 23 May 71 BA Series 10 Recognition of Rightness of the Being _____
14. HCO B 28 Nov 70 C/S Series 22 Psychosis _____
15. Clay Demo: Demonstrate the cycle of C/Sing a folder and it's end product. _____
16. Clay Demo: Demonstrate the purpose of the C/S on a co-audit. _____
17. HCO B 8 Aug 71 C/S Series 55 Ivory Tower _____
18. Clay Demo: What happens to results when C/S talks with auditor about the case. _____
19. HCO B 30 Oct 71 HQS Co-audit C/Ses _____
20. Practical: Fill in the first C/S of HCOB 30 Oct 71 "HQS Co-audit C/Ses" and have twin read it and get a checkout on it from you (as the student auditor would do). Repeat this for each C/S given in the HCOB. _____

H. HQS COURSE SECTION

1. HCO B 25 Oct 71 The Special Drug Rundown _____
2. HCO B 26 Oct 71 HQS Course - How to Run _____
3. Clay Demo: A successful HQS Course, its functions, lines, terminals, all types of students, and actions, using the data of this checksheet. _____
4. Essay: The Ideal Scene of the HQS Course _____

I. INTERNSHIP SECTION

1. Three days internship case supervising CCHs, Op Pro by Dup, and Self Analysis Recall Lists under the best C/S until the C/S is satisfied the student can handle it. _____

Case Supervisor _____

2. Three days internship under the HQS Supervisor to the HQS Course Supervisor's satisfaction.

Course Supervisor

STUDENT ATTESTS: I attest that I know, understand, and can apply all materials on this checksheet.

Student's Signature

Supervisor's Signature

Examiner's Signature

Certs and Awards

Lt. Cmdr Diana Hubbard
Distribution Aide

for

L. RON HUBBARD
FOUNDER

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