

SELF-ASSESSMENT TOOL: SELF-CARE*

▶ ABOUT THIS ACTIVITY

- 🕒 **Time:** 15 minutes
- ➔ **Objectives:** By the end of this session, participants will be able to:
 - Use a self-assessment tool to rate their physical, psychological, emotional, spiritual, and workplace self-care
- ★ **Training Methods:** Individual Activity, Large Group Discussion
- ✓ **In This Activity You Will...**
 - Facilitate participant completion of a self-care assessment tool (7 minutes)
 - Lead a group discussion on self-care strategies or activities (8 minutes)
- ✂ **Materials:**
 - Handout- Self-Assessment Tool: Self-Care
- 🔪 **Preparation:**
 - Complete the self-assessment tool yourself and think about your responses to the follow-up questions listed below.
 - Make enough copies of the self-assessment tool for each participant.

Instructions

1. Distribute a copy of the self-assessment tool to each participant and request that everyone takes about five to seven minutes to complete it. Emphasize that this is a representative list of self-care activities, not an all-inclusive list. In addition, inform participants that no person is expected to be doing all of the things mentioned on the list. This tool simply provides a snapshot of a person's current attention to personal wellness.
2. Once participants have completed the self-assessment, ask them to discuss the ideas and issues it raised. You can ask participants to discuss this in pairs, in small groups, or in the entire group. If you wish, you may prompt the participants with questions such as the following:
 - Were there any surprises? Did the assessment present any new ideas that you hadn't thought of before?
 - Which activity ideas seem like they would be more of a burden than a benefit to you?
 - What are you already doing to practice self-care in the physical, psychological, emotional, spiritual, and workplace realms?
 - Of the activities you are not doing now, which particularly sparks your interest? How might you incorporate them into your life sometime in the future?
 - What is one activity or practice you would like to "try on for size" starting now or as soon as possible?

Summary

Wrap up session.

* This module is part of the online toolkit Building Blocks to Peer Success. For more information, visit http://www.hdwg.org/peer_center/training_toolkit. This module comes from A Kaleidoscope of Care: Responding to the Challenges of HIV and Substance Use, 2004, <http://www.hdwg.org/kaleidoscope>.

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SESSION HANDOUT

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Rate yourself, using the numerical scale below, to fill in the empty boxes:

5 = Frequently, 4 = Occasionally, 3 = Sometimes, 2 = Never, 1 = It never even occurred to me

How often do you do the following activities?

Physical Self-Care

- Eat regularly (that is, breakfast, lunch, and dinner)
- Eat healthfully
- Exercise or go to the gym
- Lift weights
- Practice martial arts
- Get regular medical care for prevention
- Get medical care when needed
- Take time off when you're sick
- Get massages or other body work
- Do physical activity that is fun for you
- Take time to be sexual
- Get enough sleep
- Wear clothes you like
- Take vacations
- Take day trips or mini-vacations
- Get away from stressful technology such as pagers, faxes, telephones, and e mail
- Other: _____

Psychological Self-Care

- Make time for self-reflection
- Go to see a psychotherapist or counselor
- Write in a journal
- Read literature unrelated to work
- Do something at which you are a beginner
- Take a step to decrease stress in your life
- Notice your inner experience – your dreams, thoughts, imagery, and feelings
- Let others know different aspects of you
- Engage your intelligence in a new area – go to an art museum, performance, sports event, exhibit, or other cultural event
- Practice receiving from others
- Be curious
- Say no to extra responsibilities sometimes
- Spend time outdoors
- Other: _____

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SESSION HANDOUT (cont.)

SELF-ASSESSMENT TOOL: SELF-CARE (CONT.)

Emotional Self-Care

- Spend time with others whose company you enjoy
- Stay in contact with important people in your life
- Treat yourself kindly (for example, by using supportive inner dialogue or self talk)
- Feel proud of yourself
- Reread favorite books and see favorite movies again
- Identify comforting activities, objects, people, relationships, and places, and seek them out
- Allow yourself to cry
- Find things that make you laugh
- Express your outrage in a constructive way
- Play with children
- Other: _____

Spiritual Self-Care

- Make time for prayer, meditation, and reflection
- Spend time in nature
- Participate in a spiritual gathering, community, or group
- Be open to inspiration
- Cherish your optimism and hope
- Be aware of intangible (nonmaterial) aspects of life
- Be open to mystery and not-knowing
- Identify what is meaningful to you and notice its place in your life
- Sing
- Express gratitude
- Celebrate milestones with rituals that are meaningful to you
- Remember and memorialize loved ones who are dead
- Nurture others
- Have awe ful experiences
- Contribute to or participate in the causes you believe in
- Read inspirational literature
- Listen to inspiring music
- Other: _____

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SESSION HANDOUT (cont.)

SELF-ASSESSMENT TOOL: SELF-CARE (CONT.)

Workplace/Professional Self-Care

- Take time to eat lunch with co-workers
- Take time to chat with coworkers
- Make time to complete tasks
- Identify projects or tasks that are exciting, growth promoting, and rewarding for you
- Set limits with clients and colleagues
- Balance your caseload so that no particular day is 'too much!'
- Arrange your workspace to make it comfortable and comforting
- Get regular supervision or consultation
- Negotiate for your needs, such as benefits and pay raises
- Have a peer support group
- Other: _____

This handout was adapted from Transforming the Pain: A Workbook on Vicarious Traumatization by Karen Saakvitne and Laurie Anne Pearlman, published in 1996 by TSI Staff.