

## ***Self-Care Assessment Worksheet***

This assessment tool provides an overview of effective strategies to maintain self-care. After completing the full assessment, choose one item from each area that you will actively work to improve.

Using the scale below, rate the following areas in terms of frequency:

- 5 = Frequently
- 4 = Occasionally
- 3 = Rarely
- 2 = Never
- 1 = It never occurred to me

### **Physical Self-Care**

- \_\_\_ Eat regularly (e.g. breakfast, lunch and dinner)
- \_\_\_ Eat healthy
- \_\_\_ Exercise
- \_\_\_ Get regular medical care for prevention
- \_\_\_ Get medical care when needed
- \_\_\_ Take time off when needed
- \_\_\_ Get massages
- \_\_\_ Dance, swim, walk, run, play sports, sing, or do some other physical activity that is fun
- \_\_\_ Take time to be sexual—with yourself, with a partner
- \_\_\_ Get enough sleep
- \_\_\_ Wear clothes you like
- \_\_\_ Take vacations
- \_\_\_ Take day trips or mini-vacations
- \_\_\_ Make time away from telephones
- \_\_\_ Other:

### **Psychological Self-Care**

- \_\_\_ Make time for self-reflection
- \_\_\_ Have your own personal psychotherapy
- \_\_\_ Write in a journal
- \_\_\_ Read literature that is unrelated to work
- \_\_\_ Do something at which you are not expert or in charge
- \_\_\_ Decrease stress in your life

- \_\_\_ Let others know different aspects of you
- \_\_\_ Notice your inner experience—listen to your thoughts, judgments, beliefs, attitudes, and feelings
- \_\_\_ Engage your intelligence in a new area, e.g. go to an art museum, history exhibit, sports event, auction, theater performance
- \_\_\_ Practice receiving from others
- \_\_\_ Be curious
- \_\_\_ Say “no” to extra responsibilities sometimes
- \_\_\_ Other:

### **Emotional Self-Care**

- \_\_\_ Spend time with others whose company you enjoy
- \_\_\_ Stay in contact with important people in your life
- \_\_\_ Give yourself affirmations, praise yourself
- \_\_\_ Love yourself
- \_\_\_ Re-read favorite books, re-view favorite movies
- \_\_\_ Identify comforting activities, objects, people, relationships, places and seek them out
- \_\_\_ Allow yourself to cry
- \_\_\_ Find things that make you laugh
- \_\_\_ Express your outrage in social action, letters and donations, marches, protests
- \_\_\_ Play with children
- \_\_\_ Other:

### **Spiritual Self-Care**

- \_\_\_ Make time for reflection
- \_\_\_ Spend time with nature
- \_\_\_ Find a spiritual connection or community
- \_\_\_ Be open to inspiration
- \_\_\_ Cherish your optimism and hope
- \_\_\_ Be aware of nonmaterial aspects of life
- \_\_\_ Try at times not to be in charge or the expert
- \_\_\_ Be open to not knowing

- \_\_\_ Identify what is meaningful to you and notice its place in your life
- \_\_\_ Meditate
- \_\_\_ Pray
- \_\_\_ Sing
- \_\_\_ Spend time with children
- \_\_\_ Have experiences of awe
- \_\_\_ Contribute to causes in which you believe
- \_\_\_ Read inspirational literature (talks, music, etc.)
- \_\_\_ Other:

### **Workplace or Professional Self-Care**

- \_\_\_ Take a break during the workday (e.g. lunch)
- \_\_\_ Take time to chat with co-workers
- \_\_\_ Make quiet time to complete tasks
- \_\_\_ Identify projects or tasks that are exciting and rewarding
- \_\_\_ Set limits with your clients and colleagues
- \_\_\_ Balance your caseload so that no one day or part of a day is “too much”
- \_\_\_ Arrange your work space so it is comfortable and comforting
- \_\_\_ Get regular supervision or consultation
- \_\_\_ Negotiate for your needs (benefits, pay raise)
- \_\_\_ Have a peer support group
- \_\_\_ Develop a non-trauma area of professional interest
- \_\_\_ Other:

### **Balance**

- \_\_\_ Strive for balance within your work-life and workday
- \_\_\_ Strive for balance among work, family, relationships, play and rest

# **REPLENISH THE WELL: AN EXPERIENCE IN SELF-CARE**

## **SELF-CARE WORKSHEET**

Neglecting self-care can have negative effects on body, mind, and spirit, leaving us depleted and out of balance. For this reason, it is important to have self-care strategies that address each of these parts of ourselves. Organizations also need to support self-care for staff and volunteers. On the chart below, list as many self-care strategies as you can. (An example is given in each area to get you started). After you have listed strategies, place a check-mark (✓) to any that you do regularly, and put a star (★) next to any you might like to consider adding to add to your life.

PHYSICAL	MENTAL (INCLUDES EMOTIONAL)	SPIRITUAL	ORGANIZATIONAL
<i>Aerobic exercise</i>	<i>Sharing upset feelings with a friend</i>	<i>Meditation</i>	<i>Regularly scheduled peer supervision group</i>

Exercise developed by Catherine D. Nugent, for *Replenish the Well: An Experience in Self-Care*, workshop presented at *Peer Services: A Life in the Community for Everyone*, Fifth Annual Conference of the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment's Recovery Community Services Program, Washington, DC, July 13, 2004.