

SELF-CARE PLAN

This Self-Care Worksheet will help you create a way to take care of yourself each day. Use your answers to these items to create a [Self-Care Plan](#). You should keep your Self-Care Plan and refer to it often to make sure that you are caring for yourself.

Physical Self-Care

- ☐ Eat regularly and healthy foods
- ☐ Identify and take part in fun physical activities
- ☐ Get regular medical care for prevention and illnesses
- ☐ Take time off when needed
- ☐ Get massages
- ☐ Get enough sleep
- ☐ Take time to care for your appearance
- ☐ Take vacations
- ☐ Take day trips or mini-vacations
- ☐ Make time away from telephones and social media
- ☐ Other:

Psychological Self-Care

- ☐ Make time for self-reflection
- ☐ Visit the Employee Assistance Program Counselor on-site
- ☐ Call the Employee Assistance Program hotline at 866-484-4961
- ☐ Connect to your own therapist
- ☐ Write in a journal
- ☐ Read literature that is unrelated to work
- ☐ Do something at which you are not an expert in or in charge
- ☐ Decrease stress in your life
- ☐ Say "no" to extra responsibilities sometimes
- ☐ Other:

Emotional Self-Care

- ☐ Stay in contact with important people in your life
- ☐ Give yourself affirmations, praise yourself
- ☐ Love yourself
- ☐ Identify comforting activities, objects, people, relationships, places and seek them out
- ☐ Allow yourself to cry
- ☐ Find things that make you laugh
- ☐ Other:

Spiritual Self-Care

- ☐ Make time for reflection
- ☐ Spend time with nature
- ☐ Find a spiritual connection or community
- ☐ Identify what is meaningful to you and notice its place in your life
- ☐ Meditate
- ☐ Pray
- ☐ Sing
- ☐ Other:

Workplace or Professional Self-Care

- ☐ Take a break during the workday (e.g. lunch)
- ☐ Make quiet time to complete tasks
- ☐ Identify projects or tasks that are exciting and rewarding
- ☐ Set limits with others
- ☐ Balance your day
- ☐ Arrange your work space so it is comfortable and comforting
- ☐ Other:

Balance

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

This week I commit to do the following three activities:

- 1.) _____

- 2.) _____

- 3.) _____
