



TAKE CHARGE!

A Workbook to Enhance

Well-Being With the Eight

Dimensions of Wellness

PRA  Well-Being



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INTRODUCTION

Acknowledgments

Take Charge!: A Workbook to Enhance Well-Being With the Eight Dimensions of Wellness was developed as a tool to help individuals, including those with behavioral health conditions, reflect on and develop well-being and recovery action plans based on the **Eight Dimensions of Wellness**.¹ ***Take Charge!*** was created to significantly enhance and expand on the popular *Recovery and Wellness Lifestyle—A Self-Help Guide*—developed by Mary Ellen Copeland, M.S., M.A., for the Substance Abuse and Mental Health Services Administration (SAMHSA) in 2002—through the application of the **Eight Dimensions of Wellness**, offering increased utility and applicability for individuals with behavioral health conditions.

Take Charge! was developed by a comprehensive team of experts. Policy Research Associates, Inc. (PRA) would like to thank the following authors:

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Foreword

Every aspect of your life, including the places you live, the people you connect with, and the ways you spend your time, can affect how you feel. Many people feel that life is not how they want it to be. You are not alone. If you are concerned about your mental health, well-being, or the overall quality of your life, there are many changes you can make to support resilience that may help you to feel better. The fact that you are considering making changes that take your well-being and whole health into account is a great start! This workbook will help you think about areas of your life that you may want to change and offer ideas about how you might do it. This workbook contains information, ideas, and strategies for helping promote both prevention and recovery.

There are eight components of this workbook, one for each of the dimensions of wellness. Take your time and complete sections of the workbook that you feel will be helpful for you and your prevention and recovery action plan. You do not have to complete all of the sections, nor do you have to complete any one section in one sitting. Take your time and focus on your personal needs and goals.

Introduction

Beginning something new and staying with it can be hard; it isn't always easy to take the action necessary to improve health and well-being. However, without taking some action, you cannot make changes in your life that may be necessary for you to feel better. It may help to start with small steps and celebrate knowing that a commitment to small steps can lead to big changes.

Being open to change means being able to see beyond the challenges in the present and, with hope, picture something better. This workbook may spark ideas that help you to picture something new or different in many areas of your life. After going through some of this workbook, you may have hope or a new way of thinking about a part of your life.

Taking Action to Create Change

Creating change is something you do for yourself. Sometimes there may be others in your life who support you, but the choices are yours to make. There may be obstacles to overcome, but don't give up! Be persistent! Keep working toward whatever it is that will help you to feel better and enjoy your life more. Sharing your successes with others in your groups, family, or community can also be a powerful source of healing for both them and you.

Sometimes this journey can be confusing, or it can be hard to focus and remember what you are working toward. It

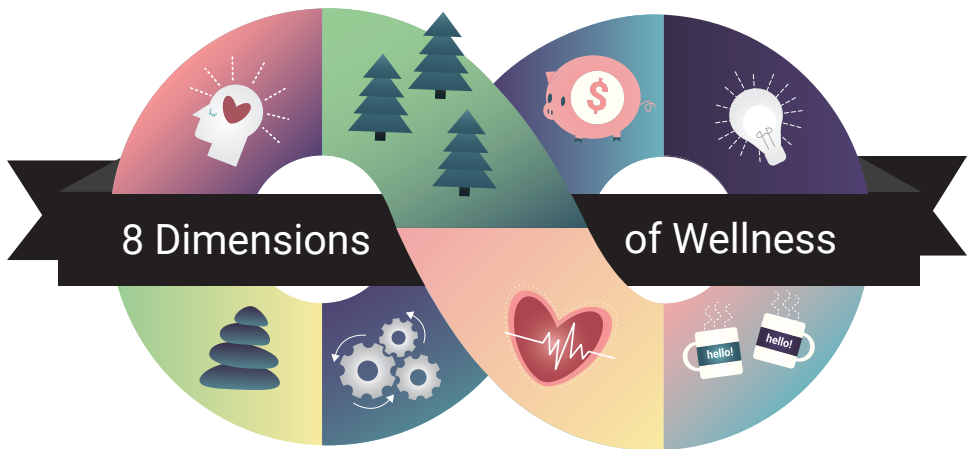
may help to keep a record of the changes you are creating in your life and the steps you have already taken. It may help to write in a notebook or journal; or you can document your progress electronically on a computer, tablet, or phone. Whatever strategy is most consistently available and comfortable for you to use will be helpful.

Many people have experienced someone else being in control of their options, decisions, and lives. If you have experienced others having authority over your life, it can affect how you feel about your life now. It can take time to trust yourself and others and to feel that the decisions you make are right for you. Exploring and making decisions about your personal well-being can be an empowering step in healing. As you work through this workbook and consider the areas of your life you would like to change, think about the following:

- What are my strengths?
- What do I hope for?
- What makes this the right time to take action?
- Are there barriers to taking this action?
- Are there supports to remove these barriers?
- What is the very first step that I can take?

As you progress through this workbook, you can consider the questions above in the context of the **Eight Dimensions of Wellness**.

The Eight Dimensions of Wellness²



Wellness is a conscious, deliberate process that requires a person to become aware of and make choices for a more satisfying lifestyle.³ A wellness lifestyle includes a self-defined balance^{4,5} of self-care skills, including but not limited to adequate sleep and rest, productivity, participation in meaningful activity, and connection to supportive relationships.⁶ Wellness is holistic and includes multiple dimensions—physical, emotional, intellectual, social, environmental, occupational, financial, and spiritual. And these dimensions are all connected. Progress in one area can often help improve levels of wellness in another dimension.

Wellness is the process of creating and adapting patterns of behavior that lead to improved well-being, health, and satisfaction in life.⁷ The Eight Dimensions model illustrates the idea that all **Eight Dimensions of Wellness** are

interconnected. Wellness involves being **mindful** and **self-aware**. It is the feeling that things are going well for us today and can continue to go well for us tomorrow. It is the belief that we have meaningful **relationships** and **a sense of meaning and purpose**. Although we may have setbacks or experience stress, **we are resilient** and **we have strengths**, material resources, and the support of others that allow us to survive and thrive. Each dimension of wellness can affect our overall well-being; wellness directly relates to how long we live (longevity) and how well we live (quality of life).⁸

Stress, addiction, trauma, disappointment, and loss can have a negative impact on our well-being and the **balance** in our lives. Using a wellness lens to examine our lives helps us evaluate and build the self-care skills needed to restore balance. We can focus on our strengths in any of the wellness dimensions. We can identify what we are already doing now (daily routines and habits). We can consider what else we want to do or can learn to do, and what type of supports we need in each dimension of wellness. Wellness focuses on health and personal responsibility, which can create optimism and a belief in the capacity to exert personal control. The focus on wellness takes into account the goals, preferences interests, and strengths of the **individual**.⁹

Wellness involves a sense of **empowerment**. We make choices each day. Empowerment means taking **personal responsibility for our day-to-day choices and our lives**.¹⁰

Introduction Endnotes

- 1 Swarbrick, M. (2006). A wellness approach. *Psychiatric Rehabilitation Journal*, 29(4), 311-314.
- 2 Ibid.
- 3 Ibid.
- 4 Ibid.
- 5 Swarbrick, M. (2012). A wellness approach to mental health recovery. In A. Rudnick (Ed.), *Recovery of people with mental illness: Philosophical and related perspectives* (pp. 30-38). Oxford: Oxford University Press.
- 6 Swarbrick, M. (1997, March). A wellness model for clients. *Mental Health Special Interest Section Quarterly*, 20, 1-4.
- 7 Ibid.
- 8 Swarbrick, P., & Yudof, J. (2015). *Wellness in eight dimensions*. Freehold, NJ: Collaborative Support Programs of New Jersey, Inc.
- 9 Ibid.
- 10 Ibid.



EMOTIONAL WELLNESS

Emotional wellness involves coping effectively with life and creating satisfying relationships. Enhancing your **emotional wellness** can help you do the following:

- Be aware of and listen to your feelings
- Express your feelings to people you trust¹

Overview

Emotional wellness relates to our abilities to express feelings, enjoy life, adjust to emotional challenges, and cope with stress and traumatic life experiences. There are steps we can take to focus inward in order to assess our personal strengths, limitations, and areas we want to enhance. At the same time, we can work to develop an outward focus, creating tolerance, awareness, and acceptance of a wide range of feelings in ourselves and in other people.



Learn more! Stream the three-part PRA podcast series about emotional wellness on SoundCloud:
Part 1: <http://bit.do/emotionalpod1>
Part 2: <http://bit.do/emotionalpod2>
Part 3: <http://bit.do/emotionalpod3>

- Does your life feel balanced?

☐ Yes

☐ No

☐ I'm not sure

- Think about your lifestyle. Do you try to do too much every day? In other words, do you take on more than you should? One sign that you could be taking on too much includes rushing from one thing to another without enjoying the activities. It's not uncommon for people to try to do too much. Do you feel overwhelmed with your daily life?

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

If you responded “always” or “sometimes,” what can you do in your daily life to improve your well-being and to feel calm, peaceful, and balanced? For example, try meditation, carve out time for deep breathing during the day, save time for yourself in the evening, ask others to take over your responsibilities from time to time, or set aside time every day to do things you enjoy.

To feel calm, I can...

To feel peaceful, I can...

To feel balanced, I can...

Identifying Personal Wellness Needs

Our **emotional wellness** is often connected to our **social wellness** (the relationships we have with friends, family, and community). It can be hard to take good care of others until we are first able to take good care of ourselves. This can be difficult! You may find that you are so busy taking care of others that you don't have time to meet your own wellness needs. While taking care of others can be good, generous, and necessary, we need to take care of ourselves, too!

- Do you feel you neglect your own wellness needs?

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

If you responded "sometimes" or "always," how can you prioritize taking good care of your health and

well-being? For example, say “no” from time to time or make a list of things you need to do for yourself every day.

Things I need to do for myself each day...

There may be people in your life, at home, at work, or in the community, who get in the way of your **emotional wellness**.

- Do you have people in your life who get in the way of your **emotional wellness**?

☐ Yes

☐ No

If so, what can you do to prioritize your needs first? For example, if it's a coworker who challenges you, focus on how much you value your job in those interactions; if it's a family member, think of the love you have for your larger family unit; if it's a community member, focus on the positive people in your community. Use the lines below to note three ideas for prioritizing your own wellness.

1. _____
2. _____
3. _____

Sometimes, managing our relationships with others can feel challenging when we don't have enough downtime or "me time" to de-stress and clear our minds. Like everyone else, you need time alone to do the things you want to do and be the way you want to be. Doing things that are fun and creative can help. Think about the activities you "get lost in," like reading a good book, doing a craft project, going for a walk, or taking a long soothing bath. Use the space below to either draw a picture of or jot down some activities that make you feel good!

Activities that make me feel good...

Stress-Relieving Relaxation Activities

Here are some ideas for stress-relieving relaxation activities.² Circle the activities you can try!

Meditation

Close your eyes and focus on reciting “I love myself” in your head, taking deep breaths in and out. Different activities can be meditative, too, like knitting, walking, or cooking.



Do a Mental Scan of Your Body

Sit in a chair or lie down; start at your toes, and work your way up to your head, paying attention to the sensations in your body and “tuning in.”

Find Time to Laugh

Watch your favorite TV show or movie, visit with a friend who makes you smile, or read a funny book.



Physical Activity

Move your body by trying yoga, taking a walk or bike ride, or doing some stretching.

Being Present

Slow down and spend time in the moment; focus on your senses and on one activity at a time.



Deep Breathing

Focus on breathing for 5 minutes by closing your eyes, inhaling through your nose, holding your breath, and exhaling through your mouth.



Reach Out to My Positive Supports

Talk to others, like friends, family, or neighbors, face to face or on the phone to share what's happening in your life.

Decompress

Apply a warm heat wrap to your neck and shoulders for 10 minutes. You can also try this while reading an enjoyable book.



Listen to Soothing Music

Create a playlist or stream peaceful sounds like birds singing, ocean waves, or rain.

Practice Gratitude

Keep a journal and write down all of the things you're grateful for and the things that are going well in your life.

Thank you.

Creating Time for Relaxation

It's important to have the alone time you want and need. This alone time can help us to relax. We all need time to unwind and to relieve stress. If you are unable to relax, you may notice that you don't feel well. This can cause physical and emotional health problems.

- Do you have enough time to just “be” and to do the things you enjoy doing, whether that's by yourself or with others?

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

- If you responded “rarely” or “never,” can you think of ways to create this “me time” in your days or your weeks?

-

- What other activities do you think would help you relax? Create your own activities list:

Activities that help me feel relaxed...

Use the space below to make notes related to your **emotional wellness**.

Notes related to my emotional wellness

Emotional Wellness

Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>



SOCIAL WELLNESS

Social wellness involves creating a sense of connection, belonging, and a well-developed support system. You can enhance your **social wellness** by trying things like:

- Making at least one social connection per day by calling, e-mailing, or visiting someone
- Getting active in a support group¹

Overview

Having family, friends, colleagues, and others to connect with can help support recovery and well-being. A well-developed support system enhances our **social wellness**, which can influence other dimensions of wellness. People who are socially isolated and lack strong support networks are at greater risk of depression,² addiction,³ and even heart disease.⁴ Not only does **social wellness** involve having healthy relationships, but it also involves having an interest in and concern for the needs of others.⁵ Enhancing your



Learn more! Stream the PRA podcast series about social wellness on SoundCloud: <http://bit.do/socialpod>

social wellness can include joining others to do something that interests you, or going somewhere in your community where like-minded people are gathering.

- Think about the people in your life. Do you feel like you have a strong support network?

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

If you responded with “rarely” or “never,” can you think of ways to expand the supports you have available?

1. _____

2. _____

3. _____

More ideas are below. Check off the ideas you think you can try and use the free space to add even more ways to expand your social supports!



☐ Find a support group in my area to connect with others on an issue important to me

☐ Use social networking sites to get involved with new activities and find communities to connect with

☐ Introduce myself to new people

☐ Identify a location in my neighborhood where I can join in or volunteer



- ☐ Talk with a friend, family member, trusted colleague, or provider about a healthy social routine we can create together
- ☐ Call a friend I haven't spoken with in a while
- ☐ Other: _____

Making a Plan to Get Social

Today, Americans have fewer social supports than in past decades.⁶ Longer work hours, time spent alone on the internet or watching video streaming services, walking around with earbuds in or while looking at a cell phone, and other activities that may be enjoyable may also prevent us from connecting with others.

Use the space below to jot down your plan to expand your **social wellness** goals. Do you want to improve your relationship with a family member? Join a new social club? Feel free to write out your goals in complete sentences, jot down key words like “volunteering,” or even draw a picture of yourself achieving your goals, like being with friends on vacation!

My plan to expand my social wellness...

Sources of Social Support

Social wellness emphasizes the interdependence between ourselves, others, and our environments. Keys to **social wellness** include the ability to communicate our needs and ideas with people who support and care about us, establish and maintain personal relationships and important friendships, and connect with people, pets, and our community.

- How often do you get the social support you need from *any* source?⁷

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

If you answered “rarely” or “never,” it could be helpful to identify those sources of social supports that are most valuable to you and to maintain good relationships with those sources. Sources can be family, friends, support groups, peers, providers, colleagues, or any individual you feel safe with and supported by. Connecting with these individuals often can help sustain healthy relationships and support well-being for both you and them.

It’s important to maintain good relationships with the people we are able to receive social support from. Equally, it’s important to maintain good relationships with those we can offer support to. Use the space that follows to keep track of the names and contact information of people you can count on and who are part of your social support network.

My Social Supports

Type of Support	Name	Phone Number or Other Contact Info
Friend/Family Member		
Friend/Family Member		
Friend/Family Member		
Program Staff Member		
Other: _____		
Other: _____		
Other: _____		

Crisis Hotlines

Hotline	Phone/Text Number	Website
Crisis Text Line	Text HOME to 741741	crisistextline.org
Disaster Distress Helpline	Call 1-800-985-5990 Text TalkWithUs to 66746	samhsa.gov/find-help/disaster-distress-helpline
National Call Center for Homeless Veterans	1-877-4AID-VET 1-877-424-3838	va.gov/homeless/nationalcallcenter.asp
National Domestic Violence Hotline	1-800-799-7233	thehotline.org
National Suicide Prevention Lifeline	1-800-273-8255	suicidepreventionlifeline.org/chat
SAMHSA's National Helpline	1-800-662-HELP 1-800-662-4357	samhsa.gov/find-help/national-helpline
Veterans Crisis Line	1-800-273-8255 and Press 1 Text 838255	veteranscrisisline.net

Use the space below to make notes related to your **social wellness**.

Notes related to my social wellness

Social Wellness Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Illardi, S. (2009, July 13). Social isolation: A modern plague. Retrieved from <https://www.psychologytoday.com/blog/the-depression-cure/200907/social-isolation-modern-plague>
- 3 Ibid.
- 4 Valtorta, N. K., Kanaan, M., Gilbody, S., Ronzi, S., & Hanratty, B. (2016). Loneliness and social isolation as risk factors for coronary heart disease and stroke: Systematic review and meta-analysis of longitudinal observational studies. *Heart*, 102(113), 1009-1016. <http://dx.doi.org/10.1136/heartjnl-2015-308790>
- 5 Substance Abuse and Mental Health Services Administration. (2016). *Creating a healthier life: A step by step guide to wellness* (HHS Publication No. SMA-16-4958). Retrieved from <https://store.samhsa.gov/product/Creating-a-Healthier-Life-/SMA16-4958>
- 6 McPherson, M., Smith-Lovin, L., & Brashears, M. E. (2006). Social isolation in America: Changes in core discussion networks over two decades. *American Sociological Review*, 71(3), 353-375. <https://doi.org/10.1177/000312240607100301>

- 7 Centers for Disease Control and Prevention. (2016). *Behavioral risk factor surveillance system survey questionnaire* [Measurement instrument]. Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention.



ENVIRONMENTAL WELLNESS

Environmental wellness involves occupying pleasant, stimulating environments that support well-being. To improve your **environmental wellness** you can try to:

- Appreciate nature and the natural beauty that surrounds you or enjoy the pleasant spaces where you spend time
- Seek out music and other experiences that have a calming effect on your mind¹

Overview

Your living, working, and learning spaces can affect how you feel. Our living space or living arrangement (where we call home) can impact our well-being. The following questions will help you look at what may be within your control to improve or change when considering the various spaces you occupy. In some instances, what we can control may simply include our mood or attitude toward our living situation or arrangement. We may not be fully satisfied



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<http://bit.do/environmentalpod>

with where we live, but can take steps to create a positive and healthful environment!

Environmental wellness involves being and feeling physically safe, in clean surroundings, and being able to access clean air, food, and water.² This dimension of wellness includes both the micro-environment (the places where we live, learn, work, etc.) and the macro-environment (the larger communities where we participate as citizens, our country, and the whole planet).³ Not only does **environmental wellness** include our home or living space, but it includes community centers, libraries, co-ops, and other places we spend time in that affect our health and wellness.⁴ Well-being can be fostered by occupying pleasant, stimulating places and spaces and avoiding toxic environments. Good health can be enhanced by places and spaces that help us feel safe, promote learning and contemplation, and elicit a relaxation response. The goal is to make an effort, including by working with others, to create living, learning, and working spaces that promote creativity, contemplation, and relaxation.

- Do you feel comfortable in your home or the place where you're currently living?

☐ Yes

☐ No

If not, is there anything you could do to feel comfortable there? For example, could you include pictures of loved ones, purchase a pillow in a favorite color, or add plants or flowers to your space? Use the space provided to write down three ideas for how you could make your space more comfortable.

1. _____
2. _____
3. _____

Feeling Comfortable and Having Privacy

Looking forward to going home and feeling comfortable there relates to privacy. Privacy is the state of being alone, or being free from unwanted disturbances. It's important to have a sacred space where you can enjoy solitude and be undisturbed, if possible. For some, this may mean designating a certain time of day to occupy the bathroom and take a bath. For others, this could involve having a separate, designated space in your home that is filled with colors and images that bring you happiness and peace. This can include going outside and sitting in the grass or on a bench at a favorite park. In some instances, this can mean dividing off a section of a room with furniture to create personal space. Having a private space that is respected by others can support both **environmental** and **emotional wellness**.

- Do you have a private space where you feel comfortable?

☐ Yes

☐ No

If not, use the space provided to brainstorm some ideas for creating privacy and peace in your home, whether that's a house, an apartment, or a room.

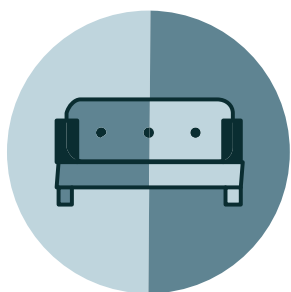
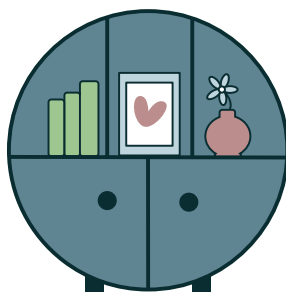
Creating Privacy and a Peaceful Place at Home

Here are some ideas to enhance your environmental wellness at home. Circle the activities you can try!



Schedule time for a bath or relaxing shower once each week.

Put some of my favorite pictures, colors, and small belongings in a corner of a room.



Section off part of the room with a curtain or piece of furniture.

Clean out the basement and create a spare room.



First, circle some ideas that you can try. Then, write some of your own ideas that will work for you and your home.

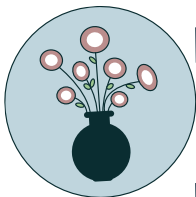
Ideas to make a private and peaceful place at home...

If you have a favorite place that brings you peace, like a lake, city center, or wooded area, go out and take a picture of the space and tape or staple it in the area below. If you can't take and print a picture, try finding an image of the space or a similar space online that you can print and insert below. Or, try drawing a picture of it!



Understanding the Sensory Environment

You can do many simple things to improve your well-being—things that are free or that would not cost very much; things that would make you feel better. Increasing the amount of light we expose ourselves to in the winter months or on cloudy days is just one example. Some other options are listed below. Check off the ideas that appeal to you, and then add some of your own to the list!



- ☐ Increase your exposure to colors you enjoy (for example, change the colors in your home, wear clothes in your favorite color)

- ☐ Arrange to have more music in your life (for example, go to concerts, listen to the radio, stream music online, play an instrument)

- ☐ Increase your exposure to art (for example, go to museums and art galleries, hang posters and paintings in your home, take an art course)

- ☐ Increase your exposure to the water (for example, swim, spend time near water, take baths)

☐

☐

☐

Take a look at the ideas you checked off. What can you do to make any of these activities a habit?

1. _____

2. _____

3. _____

Creating a Safe and Secure Space

Privacy is an important part of our **environmental wellness**, as is safety. Some people prefer to live in the city or in a neighborhood, while others are not comfortable unless they are living in a rural area. Regardless of where you live, feeling safe, secure, and comfortable should be a priority. This could mean there's a neighbor in town or in your building that you can trust or count on, or that your building has security or a buzzer system. Some people feel safe when they live close to friends or family. Others feel safe with a dog or cat at home with them. Whatever safety and comfort mean to you should be prioritized in your home.

- Do you feel safe and secure when you are at home?

☐ Yes

☐ No

If not, what could you do that would make you feel safe and secure when you are at home? For example, could you lock the doors and windows at night, sleep

with a bedroom door closed, or check in on pets or family members before bed?

1. _____

2. _____

3. _____

- Do you feel safe and secure when you are at work?

☐ Yes

☐ No

If not, what could you do that would make you feel safe and secure when you are at work? For example, could you talk with your supervisor about special accommodations, speak with human resources about gender-inclusive bathrooms, or decorate your workspace with pleasant pictures or colors?

1. _____

2. _____

3. _____

- Do you feel safe and secure when you are in your neighborhood?

☐ Yes

☐ No

If not, what could you do that would make you feel safe and secure when you are in your neighborhood?

For example, could you socialize with or get to know other neighbors, volunteer with a neighborhood cleanup effort, or attend a neighborhood safety meeting?

Use the space on the following page to keep track of the names and contact information of people you can count on and that help you feel safe. Keep this sheet as part of this booklet, or tear it out and keep it somewhere you'll remember and can easily access.

Feeling Safe and Secure⁵

Contact	Name	Contact Information
People Who Care: Important People in an Emergency		
Someone who lives close by		
Neighbor		
Apartment manager		
Family member		
Friend		
Other important contacts		
Program or group		
Support staff person		

Contact	Name	Contact Information
Other: _____		
Other: _____		
Community Resources: Who to Call for Emergency Information		
911		
Fire		
Police		
Where to get information to be safe in an emergency		
Radio Station		Social Media
TV Station		Social Media
Website		Social Media
Mobile Apps		

Crisis Hotlines

Hotline	Phone/Text Number	Website
Crisis Text Line	Text HOME to 741741	crisistextline.org
Disaster Distress Helpline	Call 1-800-985-5990 Text TalkWithUs to 66746	samhsa.gov/find-help/disaster-distress-helpline
National Call Center for Homeless Veterans	1-877-4AID-VET 1-877-424-3838	va.gov/homeless/nationalcallcenter.asp
National Domestic Violence Hotline	1-800-799-7233	thehotline.org
National Suicide Prevention Lifeline	1-800-273-8255	suicidepreventionlifeline.org/chat
SAMHSA's National Helpline	1-800-662-HELP 1-800-662-4357	samhsa.gov/find-help/national-helpline
Veterans Crisis Line	1-800-273-8255 and Press 1 Text 838255	veteranscrisisline.net

Cultural Identity and Inclusion

One individual may feel safe and secure in an environment, while another may not. One reason for this difference is related to our cultural or social identities. Cultural identity, in the simplest terms, involves an affiliation or identification with a particular group or groups. An individual's cultural identity reflects the values, norms, and worldview of the larger culture, but it is defined by more than these factors.

Cultural identity includes individual traits and attributes shaped by race, ethnicity, language, life experiences, historical events, acculturation, geographic and other environmental influences, and other forces. Thus, no two individuals will possess exactly the same cultural identity even if they identify with the same cultural group(s). Cultural identities are not static; they develop, evolve, and change across the life cycle.⁶ There are countless cultural identities related to race and ethnicity, gender and sexuality, age, immigration status, employment status, geographic location, and many more factors.

Supporting safety in our living, working, and learning spaces includes having environments, places, and policies that are inclusive of cultural and social identities. Different identities may include cultural traditions that influence our sense of **environmental wellness**. Use the space provided to write down any cultural or social group(s) you identify with and what **environmental wellness** and safety means to you as a result of that identity.

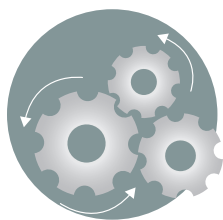
The Cultural or Social Group I Identify With	How My Identity Influences My Environmental Wellness
Example: Chippewa	<i>Smudging to promote healing, wisdom, protection, and longevity⁷</i>
Example: Diabetic	<i>Sharing instructions with friends and coworkers on what to do if my blood sugar is too low or high and I need help</i>

Use the space below to make notes related to your **environmental wellness**.

Notes related to my environmental wellness

Environmental Wellness Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Swarbrick, P., & Yudof, J. (2015). *Wellness in eight dimensions*. Freehold, NJ: Collaborative Support Programs of New Jersey, Inc.
- 3 Ibid.
- 4 Ibid.
- 5 Adapted from the State of California Department of Developmental Services. (2010). *Feeling safe, being safe: My personal safety in an emergency*. Retrieved from <http://www.dds.ca.gov/ConsumerCorner/docs/FeelingSafeBeingSafe.pdf>
- 6 Substance Abuse and Mental Health Services Administration. (2015). *Improving cultural competence: Treatment Improvement Protocol (TIP) series no. 59* (HHS Publication No. SMA-14-4849). Retrieved from <https://store.samhsa.gov/product/TIP-59-Improving-Cultural-Competence/SMA15-4849>
- 7 National Center for Complementary and Integrative Health. (2016). Sage. Retrieved from <https://nccih.nih.gov/health/sage>



OCCUPATIONAL WELLNESS

Occupational wellness involves personal satisfaction and enrichment derived through one's work. Some ways you can enhance your **occupational wellness** include taking steps to do the following:

- Work toward a career in a field you are passionate about or participate in a volunteer activity that has meaning for you
- Communicate with your supervisor or a coworker regularly and get support when needed¹

Overview

Occupational wellness relates to work, volunteer, and school activities. Some individuals may be unemployed and looking for work. Others who are working may be planning to retire or looking for a new job. Some people love their jobs. Others may not feel inspired.

Work, volunteer, or school activities reflect your life values. At the same time, this work, or parts of it, may cause you to feel stressed or make your life more difficult. While there are



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difficult aspects of all work—whether that be a job, career, volunteer activity, caretaking, or going to school—it is good to find work that you enjoy. **Occupational wellness** can help us to do our best and make the best of our work life, whatever that may entail.

- Which of the following best describes your occupational status? Check one or more boxes below.

- ☐ Employed, full-time
- ☐ Employed, part-time
- ☐ Transitioning to a new job or career
- ☐ Looking for a job
- ☐ Disability, currently unable to work
- ☐ Disability, seeking employment opportunities
- ☐ Student, full-time
- ☐ Student, part-time
- ☐ Volunteer
- ☐ Caregiver
- ☐ Other: _____

- Does your job, career, schooling, etc., enhance your life and well-being?

- ☐ Always ☐ Rarely
- ☐ Sometimes ☐ Never

- Take a moment to reflect on your occupational status. How satisfied are you with your occupational status?

☐ Very satisfied ☐ Somewhat satisfied

☐ Satisfied ☐ Not satisfied

What can you do to increase your level of satisfaction with your career, job, or schooling? This could mean more income, better hours, shorter commute, etc.

Now that you know how you could become more satisfied with your occupational status, are there things you can do to make these ideas happen? Remember, we can't always control all of the aspects of our work life, but we can control how we manage our time, our relationships, and our attitudes. How can you make steps toward achieving the changes above?

Prioritize the steps you just listed out, and write out the top three things you can do and are in control of to improve your **occupational wellness**. Here's an example:

1. Make sure to leave for work (or class, volunteering, etc.) on time to avoid a stressful and rushed commute
2. Speak with my supervisor (or teacher, professor, etc.) about my workload if I'm feeling overwhelmed
3. Focus on work-life balance and spend time developing my interests, skills, and talents during my time off, like painting on the weekends

What are the three things you can do to improve your **occupational wellness**?

1. _____
2. _____
3. _____

It's important to remember to make the most of our work lives, whatever they may entail, to help improve our well-being. Some of the tips below can help us go from where we are to where we want to be in multiple **dimensions of wellness**.^{2,3}

- Make use of the breaks offered at work for balance
- Set manageable goals and deadlines
- Try not to over-commit, and carve out space and time for self-care

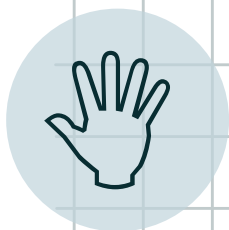
- Ask for flexible scheduling or opportunities to work from home
- Communicate effectively with colleagues and supervisors
- Be patient with yourself and give yourself a break! Do the best you can, but try not to be too hard on yourself.

What additional tips can you think of for bringing more wellness into your work?

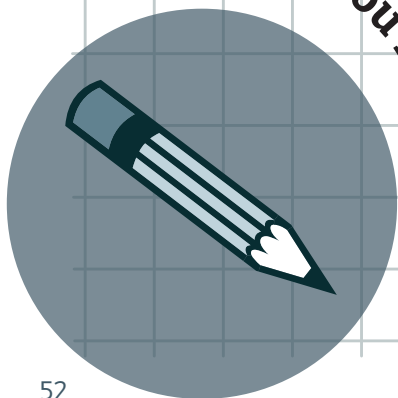
1. _____
2. _____
3. _____

An Ideal Work Situation

Take a moment to envision your ideal work situation. On the next page, use the left side to sketch, draw, or write images or words that reflect, for you, where you are in your **occupational wellness** journey. On the right side, sketch, draw, or write images or words that reflect where you want to be. Then, think about what you will need in order to get from where you are to where you want to be.



Where are you now?





Where do you want to be?



Employment Services

Employment services are social services that can help a person to get or keep a job, or make a career change or transition. Employment services can focus on topics like employment and training, vocational rehabilitation, protection and advocacy, and Social Security benefits. They can also include behavioral health supports, academic services, and others that promote **occupational wellness**. You can visit employment service providers to help deal with work-related issues, plan for a career, or support a career transition. Your local library is also a great place to go for information on these and other services.

You may know or find that you need more education and/or training to get the job you want (your dream job!). If you do, one or several of the agencies listed below can help provide support so you can plan some action steps. If you're not sure where to find employment services in your community, you may find these to be useful starting points:

- Social Security Administration (www.ssa.gov)
- National Technical Assistance (TA) Center on Transition (www.transitionta.org)
- Employment and Training Administration (www.careeronestop.org)
- SAMHSA SSI/SSDI Outreach, Access, and Recovery TA Center's Employment & Work Incentives (www.soarworks.prainc.com)
- USAJOBS (www.usajobs.gov)

- U.S. Department of Education (www.ed.gov)
- AmeriCorps (www.nationalservice.gov)
- We Can Work Campaign (www.nyaprs.org)

Use the space below to make notes related to your **occupational wellness**.

Notes related to my occupational wellness

Occupational Wellness Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Mental Health America. (n.d.). Work-life balance. Retrieved from <http://www.mentalhealthamerica.net/work-life-balance>
- 3 Substance Abuse and Mental Health Services Administration. (2016). Accommodating Mental Illness in the Workplace. *SAMHSA News*. Retrieved from <https://web.archive.org/web/20190110214501/http://newsletter.samhsa.gov:80/2016/06/22/mental-illness-in-the-workplace/>



SPIRITUAL WELLNESS

Spiritual wellness involves expanding our sense of purpose and meaning in life. To support your **spiritual wellness**, you can try the following:

- Take time to discover values, principles, and beliefs that are most important to you
- Make time for practices that enhance your sense of connection to self, nature, and others¹

Overview

For many people, health and healing are enhanced by exploring, respecting, and incorporating personal values and beliefs. Healing and health can also be supported by the awareness of a being or force that transcends the material world and gives a sense of connectedness to the universe. In other words, health and well-being can be supported by a belief in something bigger than the individual self. By experiencing this sense of purpose in life, the daily activities we engage in reflect this meaning and purpose. Habits, activities, and practices in day-to-day life can be embraced



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to enhance a sense of connectedness with self, nature, and others.

Spiritual activities may or may not be related to cultural or religious traditions or practices. Religion is often defined as a set of beliefs and principles that are formed within a group context, often shared by various people. Spirituality is often described as a personal quest to obtain answers to the ultimate questions about life and may or may not be associated with religious rituals or communities.

- Do you agree or disagree with the following statement? My life has a clear sense of purpose.²

☐ Strongly Agree ☐ Somewhat Disagree
☐ Somewhat Agree ☐ Strongly Disagree
☐ Neutral

- Do you feel your life has purpose?

☐ Always ☐ Rarely
☐ Sometimes ☐ Never

If you feel your life has no purpose and that you're in crisis, contact the National Suicide Prevention Lifeline at 1-800-273-8255.

If you selected “rarely” or “never,” it can be beneficial to explore for yourself what you believe is your own purpose. The following activities may be beneficial for enhancing your **spiritual wellness** and developing a connection with a belief system. Circle those you can try in your daily or weekly life. Then, use the extra space to write in some of your own ideas!

Prayer Compassion Altruism Yoga Meditation

Activities for Enhancing My Spiritual Wellness ³	
Meditation Engaging in contemplation or reflection ⁴	Prayer Addressing God, gods, ancestors, or other object(s) of worship ⁵
Affirmations Repeating positive statements ⁶	Yoga Practicing a system of exercises for mental and bodily well-being ⁷
Practicing Compassion Being sympathetic and conscious of others ⁸	Practicing Altruism Being concerned for the well-being of others; unselfishness ⁹

Spirituality and its role in promoting physical and mental health has been embraced in many public health settings as an important tool to promote well-being.

Individuals who identify as being religious or spiritual report lower rates of psychiatric conditions, such as depression and anxiety. In addition, individuals who identify as being religious or spiritual report experiencing improved health outcomes with chronic conditions, such as cardiovascular disease and Type 2 diabetes,¹⁰ which decreases risk of premature mortality.

- Do you have a spiritual practice?

☐ Yes ☐ No

If so, has it added to your sense of purpose in life?

☐ Yes ☐ No

If it **has** added to your sense of purpose in life, does it offer you any of the following? My spirituality:

- ☐ Enhances my sense of self
- ☐ Connects me to a community
- ☐ Provides strength in times of difficulty
- ☐ Allows me to bounce back and be resilient

- ☐ Connects me to a higher purpose and meaning
- ☐ Helps me integrate my personal purpose with my faith or beliefs, which gives me more strength

If it **has not** added to your sense of purpose in life, is there something you can change to improve your practice to make it more fulfilling?

1. _____
2. _____
3. _____
4. _____

For some, certain spiritual practices may have been barriers in life, or are otherwise sources of pain or trauma. Consider the practices and ideas on the following pages, as well as others you may come across, to find ways to enhance your **spiritual wellness**, overcome these barriers or past experiences, and adopt practices that are uplifting. Spirituality is an individual experience. Choose the unique practices that can enhance your sense of self and your connection with others. These may be cultural preferences, or, on the other hand, they may be external to one's culture or social group norms.

Making Use of Affirmations

Research has shown that people who use affirmations can better deal with stress.¹¹ Studies exist that show the neurophysiological effects of self-affirmations.¹² Affirmations are like mantras—a word or phrase that is repeated often or that expresses someone’s basic beliefs. Mantra-based meditation techniques that use affirmations have been shown to improve mood and perceived stress, which can help us improve our **spiritual wellness**. In one study, a practice involving mantras was found to reduce symptoms of depression, anxiety, and paranoid ideation.¹³

Mantra meditation practice is shown to create changes in the central nervous system.¹⁴ Many people have found certain affirmations and mantras connected to 12-step programs or their ethnic and cultural traditions to be useful. You can make up your own affirmation, or find one or more that inspires you online. It’s important that the affirmations you choose reflect your values and beliefs. A sample list of affirmations is below.¹⁵ Check the box next to those you will start to say aloud to yourself as part of your daily routines, and use the extra space to write some of your own!

- ☐ Happiness is a choice. I base my happiness on my own accomplishments.
- ☐ My ability to conquer my challenges is limitless; my potential to succeed is infinite.
- ☐ Today, I abandon old habits that don’t serve me and commit to taking up new, more positive habits I feel are good for me.

☐ I am accepting my challenges each day by recognizing my strengths.

☐ I radiate beauty, charm, and grace.

☐

☐

☐

Understanding Other Spiritual Strategies

LABYRINTHS

Labyrinths are guided meditation tools that can create states of mindfulness. They have been shown to reduce stress and increase quality of life.¹⁶ Studies have shown that walking a labyrinth can reduce anxiety, stress, and agitation.¹⁷

Labyrinths exist in many cultures and have been known to represent wholeness and healing. Labyrinths have been used in both meditation and prayer. As people walk into the labyrinth, they take time to embrace space and peace as they reach the middle and return to the entrance, which is also the exit.¹⁸

The image that follows is a “finger labyrinth,” where you can “walk” the labyrinth, entering and exiting using the space in this workbook. Use your fingers, eyes, or a pen to find relaxation while tracing the path in the labyrinth.



Follow the white line

MANDALAS

Mandalas roughly translate from Sanskrit to English to mean “circle.” These circles represent the universe:¹⁹ a symbol of wholeness, unity, and harmony. Coloring mandalas can help with stress reduction. One study found that coloring a mandala for 20 minutes is more effective at reducing anxiety than free-form coloring for 20 minutes.²⁰

When we feel stressed or overwhelmed, simply settling into our breath and into a comforting rhythm can help our bodies to relax. Coloring is one way to do this. Try coloring the mandala on page 67 with colored pencils, markers, or crayons to help decrease stress!

Making Time for What Brings Us Joy

Spiritual wellness includes taking time out from the busyness and loudness of the world and spending time enjoying what we love: art, music, nature, family, animals, reading, dancing, gardening—whatever it might be.

- Think about the things you love and that bring you joy. Do you take time for these things?

☐ Always

☐ Rarely

☐ Sometimes

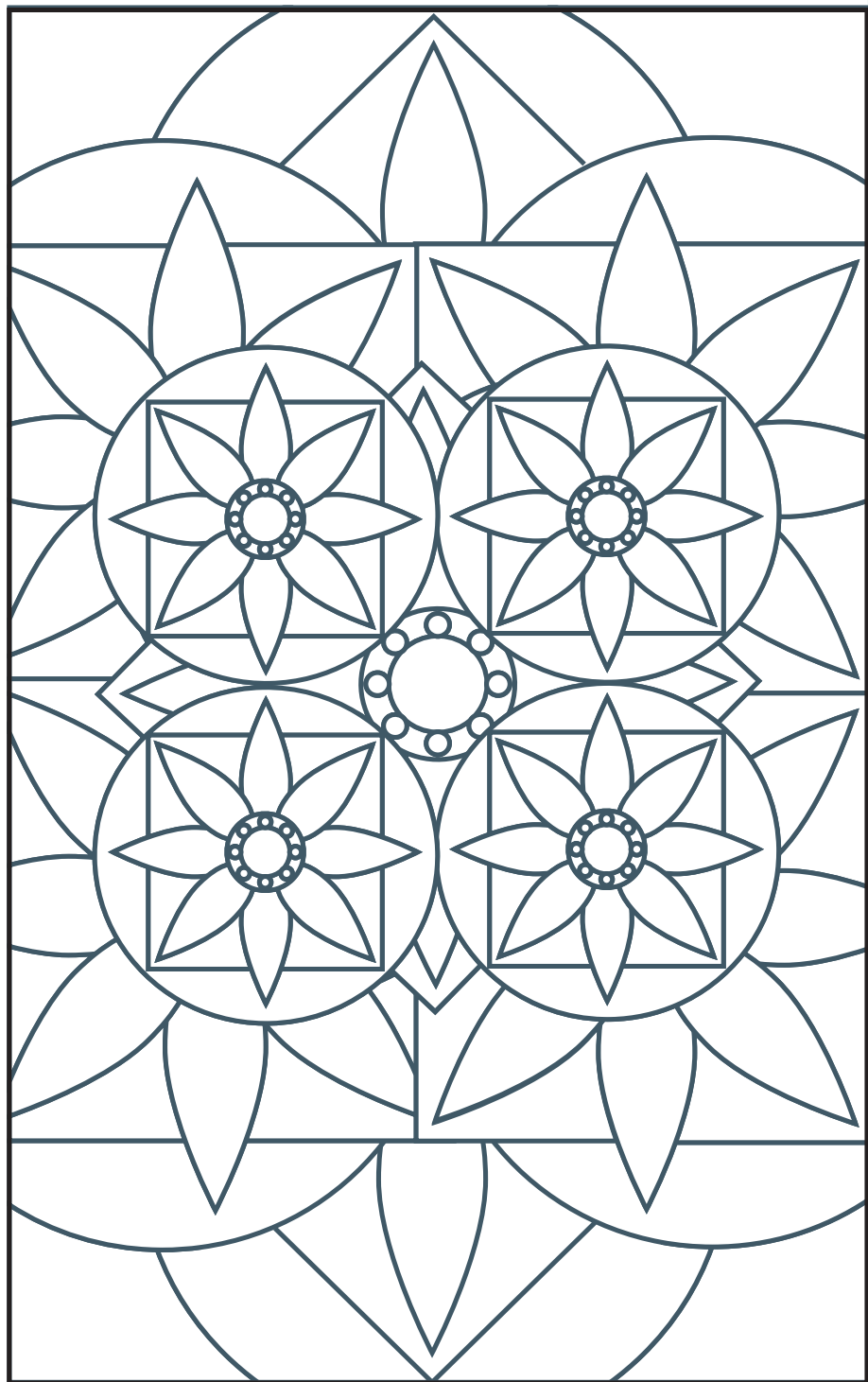
☐ Never

If you selected “rarely” or “never,” think about how you can incorporate more of what you love into your life. List four ways you can add more of what you love to your everyday life!

1. _____
2. _____
3. _____
4. _____

If you are interested in increasing your sense of purpose and meaning in life, you can try the suggestions listed here, or discover what works best for you for focusing your mind and increasing your sense of connectedness. There are many things we can try to help improve our well-being and create a greater sense of purpose. For example, we can do the following:

- Take time to determine what values, principles, and beliefs are important to us and talk about them with others²¹
- Learn about different beliefs and be respectful of these individual journeys²²
- Use spirituality to drive our actions and thoughts, giving a better meaning to life²³
- Consider joining a group in our community that deepens our spiritual practice and helps connect us with others who share our beliefs²⁴
- Meditate or reflect on our spirituality²⁵
- Be open to exploring different belief systems²⁶



- During times of pain and grief, reflect on and engage in activities connected to spiritual practice and beliefs²⁷
- Take time to appreciate the beauty of nature²⁸

Use the space below to make notes related to your **spiritual wellness**.

Notes related to my spiritual wellness

Spiritual Wellness Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Bann, C. M., Kobau, R., Lewis, M. A., Zack, M. M., Luncheon, C., & Thompson, W. W. (2012). Development and psychometric evaluation of the public health surveillance well-being scale. *Quality of Life Research: An International Journal of Quality of Life Aspects of Treatment, Care and Rehabilitation*, 21(6), 1031–1043. doi: 10.1007/s11136-011-0002-9
- 3 Spiritual wellness. (2017, October). Retrieved from https://wellness.ucr.edu/spiritual_wellness.html
- 4 Meditate. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/meditate>
- 5 Prayer. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/prayer>
- 6 Affirmed. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/affirmed>
- 7 Yoga. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/yoga>
- 8 Compassion. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/compassion>
- 9 Altruism. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/altruism>

- 10 George, L. K., Larson, D. B., Koenig, H. G., & McCullough, M. E. (2000). Spirituality and health: What we know, what we need to know. *Journal of Social and Clinical Psychology*, 19(1), 102.
- 11 Lane, J. D., Seskevich, J. E., & Pieper, C. R. (2007). Brief meditation training can improve perceived stress and negative mood. *Alternative Therapies in Health and Medicine*, 13(1), 38-44. Retrieved from <https://www.ncbi.nlm.nih.gov/pubmed/17283740>
- 12 Legault, L., Al-Khindi, T., & Inzlicht, M. (2012). Preserving integrity in the face of performance threat: Self-affirmation enhances neurophysiological responsiveness to errors. *Psychological Science*, 23(12), 1455-1460. doi: 10.1177/0956797612448483
- 13 Lane, J. D., Seskevich, J. E., & Pieper, C. R. (2007). Brief meditation training can improve perceived stress and negative mood. *Alternative Therapies in Health and Medicine*, 13(1), 38-44. Retrieved from <https://www.ncbi.nlm.nih.gov/pubmed/17283740>
- 14 Steinhubl, S. R., Wineinger, N. E., Patel, S., Boeldt, D. L., Mackellar, G., Porter, V., ... Topol, E. J. (2015). Cardiovascular and nervous system changes during meditation. *Frontiers in Human Neuroscience*, 9, 145. doi: 10.3389/fnhum.2015.00145
- 15 Harra, C. (2013, July 6). 35 affirmations that will change your life. Retrieved from http://www.huffingtonpost.com/dr-carmen-harra/affirmations_b_3527028.html
- 16 Meditation labyrinths: Sparq labyrinth research. (2015, December). Retrieved from <http://guides.ou.edu/c.php?g=113914&p=739429>

- 17 Cook, M., & Croft, J. (2015). Interactive mindfulness technology: A walking labyrinth in an academic library. *College and Research Libraries News*, 76(6), 318-322. doi: 10.7282/T3SF2XXR
- 18 Labyrinths for spiritual practice. (n.d.). Retrieved from <https://www.unh.edu/health/well/spiritual-wellness/labyrinths-spiritual-practice>
- 19 Mandala. (n.d.). Retrieved from <https://www.merriam-webster.com/dictionary/mandala>
- 20 Curry, A., & Kasser, T. (2005). Can coloring mandalas reduce anxiety? *Art Therapy: Journal of the American Art Therapy Association*, 22(2), 81-85. Retrieved from <http://files.eric.ed.gov/fulltext/EJ688443.pdf>
- 21 Substance Abuse and Mental Health Services Administration. (2016). *Creating a healthier life: A step by step guide to wellness* (HHS Publication No. SMA-16-4958). Retrieved from <https://store.samhsa.gov/product/Creating-a-Healthier-Life-/SMA16-4958>
- 22 Ibid.
- 23 Ibid.
- 24 Ibid.
- 25 Ibid.
- 26 Ibid.
- 27 Ibid.
- 28 Ibid.



PHYSICAL WELLNESS

Physical wellness involves recognizing the need for physical activity, diet, sleep, and nutrition. To improve your physical wellness, you can make a plan to do things like the following:

- Take the stairs instead of the elevator; replace driving with walking or bicycling when possible
- Get enough sleep—your body needs it to rejuvenate and stay well!

Overview

Good health care is essential for supporting physical wellness. You deserve good health care. If you have a good health insurance plan, this is a great step toward achieving good health care. If you don't have health insurance, or your access to health care is limited, see what is available in your community that is free or has sliding scale fees that you can afford. Call your local department of health, health care agencies, or your local hospital to check on available



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<http://bit.do/physicalpod>**

options. If you're able to access the internet, you can also visit www.healthcare.gov to learn about coverage options.

Prevention and Care

When considering prevention and care, health care plays an important role. Consider the following:

Are you happy with the health care you receive?

☐ Yes ☐ No

If not, what could you do to improve your satisfaction with your health care?

- Do you feel that you are getting good health care?

☐ Yes ☐ No

If not, is there anything you can do to improve the care you receive?

- Do you have a general healthcare practitioner or a team of healthcare professionals who know you, your life circumstances, and your cultural values?

☐ Yes

☐ No

If not, are there strategies for changing communication with your providers to share your values with them? Or, is there another provider in the area you can set up an appointment with to better have those values incorporated into your care?

- Can your healthcare providers offer you valuable assistance in monitoring your health—giving you advice on prevention and treatment, providing treatment when necessary, and referring you to other healthcare providers when necessary?

☐ Yes

☐ No

If not, are there opportunities for communicating about these needs? Or, is it possible to find another provider in your community who can offer these things?

- Do you get a complete physical check-up every year?

☐ Yes

☐ No

If not, what could you do to schedule a yearly physical with your primary care physician?

When you visit your primary care physician for a check-up, bring a list of all the medications you are using, a history of your illnesses and surgeries and those of close family members, and any symptoms that have you concerned. Don't think anything is too trivial. The mildest symptoms may give your healthcare provider the needed clues to provide you with good treatment. See your healthcare provider if your condition changes or worsens.

To help you at your check-up, you can use the chart on the next page to list all of your medications. The first item is an example. Fill in the blank rows with your information. Use a separate sheet of paper if you need more room.

My Medication List²

What I'm Taking	What It Looks Like	How Much	How to Use/ When to Use	Start/Stop Dates	Why I'm Using/Notes	Who Told Me to Use/How to Contact
Medication name	20 mg pill; small, white, round	40 mg; use two 20mg pills each day	Take orally, 2 times a day at 9:00am & 9:00pm	Started taking on 1-15-2020	Lowers my blood pressure; I need to check my blood pressure once/week	Dr. Jane Doe (555-555-5555)

Many people have a number of doctors, seeing different specialists and providers for different healthcare needs. It's important for all of our doctors to be familiar with each other, as well as with our medications and other treatments. Make sure to share your experiences, plans, and medications with your mental health service providers and your primary care provider! Use the space below to prepare some thoughts or questions prior to an upcoming doctor's appointment:

**Things I need to share with my doctor/
Questions I have to ask my doctor...**

When you visit the doctor, remember: Don't be satisfied with the outcome of your visit until all your questions have been answered and you feel comfortable with the answers and with suggested treatment strategies. If necessary, arrange follow-up visits. If treatment is recommended, especially if the situation is serious or requires surgery, get a second opinion. And, if you and your doctor agree on a procedure or plan of treatment and your insurance company denies coverage, follow the necessary steps to appeal that decision. Learn more about your right to appeal at Healthcare.gov (www.healthcare.gov/appeal-insurance-company-decision/appeals/).

Use the space on the next page to make notes related to your prevention and care.

Nutrition and Diet

The foods and other substances you put in your body may be affecting your well-being and the way you feel. For example, omega-3 fatty acids found in fish oils may decrease stress.³ Many people have found that they feel much better when they pay close attention to what they put in their bodies, eliminating some things, and adding others. If you think your diet might be affecting the way you feel, try to become more aware of what you eat and drink. Notice how you feel half an hour or more after you have eaten that food or had that drink. If you notice you don't feel very good, try eliminating it from your diet for a short time. If you feel better *not* eating this particular food, you may want to avoid it as much as possible.

- Do you notice that you feel bad after you have eaten certain foods or after drinking certain beverages, like sugar, caffeine, heavily salted, or fatty foods?

☐ Yes

☐ No

If you responded “yes,” what are some of those foods and how do they make you feel?

What I Ate This Week...	How I Felt...
Example: Fast food on Tuesday afternoon	Example: Sluggish on Tuesday evening

You may find that you feel much better when your diet consists mostly of foods that are wholesome and natural.

For example, almonds have been shown to help prevent heart disease, while asparagus may decrease the risk of diabetes. Cilantro helps increase overall energy, and mint may help reduce symptoms of the common cold.⁴ As you explore opportunities to improve your diet, be mindful of any food allergies and unique needs you may have.

Focus on foods that are wholesome, natural, and fresh. While it may seem that these foods are more expensive, when you choose them instead of junk foods the increase in your food bill will be hardly noticeable. And the costs will

pay off in the long run as healthier foods save you trips to the doctor's office. In fact, eating healthy only costs an extra \$1.50 per day compared with eating unhealthily.⁵

According to MyPlate, developed by the U.S. Department of Agriculture, the amount of fruits, vegetables, whole grains, protein, and dairy a person needs to eat depends on their age, sex, and physical activity levels. It's generally recommended that adults eat the following:

Adult Men (ages 31-50)	Adult Women (ages 31-50)
3 cups of vegetables	2 ½ cups of vegetables
2 cups of fruit	1 ½ cups of fruit
3 ½ ounce equivalents of grain	3 ounce equivalents of grain
6 ounce equivalents of protein	5 ounce equivalents of protein
3 cups of dairy	3 cups of dairy

Visit MyPlate (www.choosemyplate.gov) to learn more about healthy eating and to find specific recommendations based on your age, sex, and level of physical activity.

- Do you feel you have a good diet?

☐

Yes

☐

No

☐

Sometimes

Can you think of ways to improve your diet?

Make it a habit to eat healthy meals each day. Healthy recipes can be found online from the National Heart, Lung, and Blood Institute (www.nhlbi.nih.gov/health/educational/lose_wt/eat/recipes.htm).

Use the space below respond to the questions above and make notes related to your **diet and nutrition**.

Notes related to my diet and nutrition

Physical Activity and Exercise

If you are exercising regularly, you may experience the following benefits:

- an overall feeling of well-being
- enhanced ability to sleep, with more restful sleep
- improved memory and ability to concentrate
- a decrease in some uncomfortable symptoms
- decreased irritability and anxiety
- improved self-esteem

- weight loss
- improved muscle tone
- increased endurance
- increased mobility

Aerobic exercise, like jogging, swimming, walking, and even dancing, is proven to reduce anxiety and depression,⁶ making physical activity an essential component of the recovery and wellness journey.

- Do you exercise regularly to help reduce unpleasant symptoms and improve your overall stamina and health while reducing stress?

☐ Yes

☐ No

If not, how can you incorporate exercise into your daily life?

On the next page is a list of the days of the week. Check off the days you can commit to achieving 30 minutes of exercise, whether that's at home, outside, or at the gym. The 30 minutes don't have to happen all at once. They can include a 10-minute walk in the morning, another 10-minute walk in the afternoon, and 10 minutes of dancing in the evening.

Which days can you commit to achieving 30 minutes of exercise? Check them off!

Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	

Everyone's needs are different. Make sure the exercises you choose are adapted or modified for your personal needs. Whether those needs are physical, social, emotional, or mental, your exercise plan should work for you.

- Is your exercise tailored to meet your specific needs?

☐ Yes

☐ No

If not, what can you do to make sure your exercise plan is right for you?

If you haven't exercised recently or have health concerns that may affect your ability to exercise, check with your physician before beginning an exercise program.

Use the space below to make notes related to your physical activity and exercise.

Notes related to my physical activity and exercise

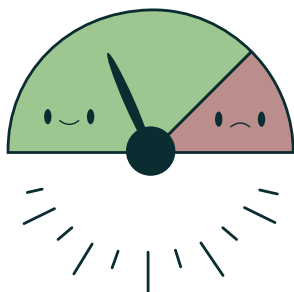
Sleep and Rest

Sleep is a very important part of your health and wellness. You will feel better if you sleep well. Your body needs time everyday to rest and heal. Some life events, like trauma or worry, can make it difficult to fall asleep. It's important to follow the suggestions on the following page in a way that fits your needs to achieve healthful sleep. For example, if sleeping with a television on is helpful, set a timer if you can so the television shuts off after a certain amount of time. It's always helpful to speak to a peer or other support to learn what strategies have worked for them and might be beneficial for you.

If you often have trouble sleeping—either falling asleep, or waking during the night and being unable to get back to sleep—one or several of the following ideas might be helpful to you:

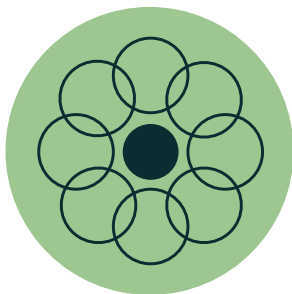
- Go to bed at the same time every night and get up at the same time every morning. Avoid “sleeping in” (sleeping much later than your usual time for getting up), it will make you feel worse.
- Establish a bedtime “ritual” by doing the same things every night for an hour or two before bedtime so your body knows when it is time to go to sleep
- Avoid caffeine, nicotine, and alcohol
- Sleep in a quiet room; turn off cell phones, televisions, and radios
- Play soothing music on a computer, phone, or CD that shuts off automatically after you are in bed
- Eat on a regular schedule and avoid a heavy meal prior to going to bed. Don’t skip any meals.
- Reduce exposure to blue light before bed by limiting time spent looking at computer, tablet, phone, or TV screens
- Exercise daily, but avoid strenuous or invigorating activity before going to bed
- Try having a small snack before you go to bed, something like a piece of fruit and a piece of cheese or some cottage cheese so you don’t wake up hungry in the middle of the night
- Take a warm bath or shower before going to bed
- Drink a cup of herbal chamomile tea or take capsules of chamomile before going to bed

Being Well-Rested Can⁷...



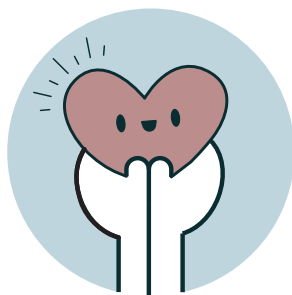
help generate enthusiasm for doing enjoyable things and activities that feel good
Emotional wellness

increase motivation for getting outside to enjoy nature, or for cleaning and organizing a living space
Environmental wellness

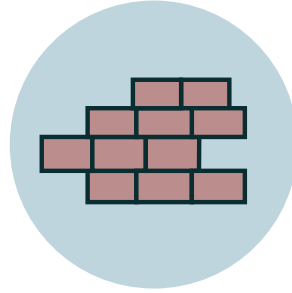


increase attention span, which can help with meditation or practicing mindfulness
Spiritual wellness

decrease irritability, making socializing more of a pleasant experience
Social wellness

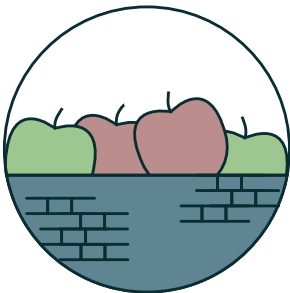


strengthen memories and increase your attention span, which can help with finishing a book or watching a documentary
Intellectual wellness



help with remembering financial tasks, like deadlines for paying bills
Financial wellness

increase the ability to fulfill job requirements or other social roles
Occupational wellness



increase the likelihood of avoiding unhealthy food choices during the day
Physical wellness

- Do you have a hard time getting to sleep or staying asleep?

☐ Yes

☐ No

If so, is there anything from the list on page 89 that you can try to improve your sleep?

If you experience any of the following, it's important to see your primary care physician to talk about your sleep and health:

- You often have difficulty sleeping and the suggestions listed on page 89 are not working for you
- You awaken during the night gasping for breath
- Your partner, family member, or housemate reports that your breathing appears or sounds interrupted when you are sleeping
- You snore loudly
- You wake up feeling like you haven't been asleep
- You fall asleep often during the day

Use the space on the following page to make notes related to your sleep and rest.

Notes related to my sleep and rest

Physical Wellness Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Food and Drug Administration. (2011). *Be an active member of your health care team: My medicine record* (HHS Publication No. FDA 3664 [3/11]). Retrieved from <http://www.fda.gov/downloads/AboutFDA/ReportsManualsForms/Forms/UCM095018.pdf>
- 3 Nutrition and mental health. (2018). Retrieved from <http://www.minddisorders.com/Kau-Nu/Nutrition-and-mental-health.html>
- 4 Nordqvist, J. (2017). The health benefits of popular foods. Retrieved from <https://www.medicalnewstoday.com/articles/269143.php>
- 5 Harvard School of Public Health. (2013, December 5). Eating healthy vs. unhealthy diet costs about \$1.50 more per day [Press release]. Retrieved from <https://www.hsph.harvard.edu/news/press-releases/healthy-vs-unhealthy-diet-costs-1-50-more/>
- 6 Sharma, A., Madaan, V., & Petty, F. (2006). Exercise for mental health. *The Primary Care Companion to the Journal of Clinical Psychiatry*, 8(2), 106. Retrieved from <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC1470658/>

- 7 Substance Abuse and Mental Health Services Administration. (2018, March). Sleep and the eight dimensions [Infographic]. Retrieved from https://www.samhsa.gov/sites/default/files/programs_campaigns/wellness_initiative/well-rested.pdf



FINANCIAL WELLNESS

Financial Wellness involves satisfaction with current and future financial situations. To improve your **financial wellness**, make an effort to do the following:

- Be thoughtful and creative about your budgeting and spending
- As needed, meet with financial professionals who provide free or low-cost services for guidance¹

Overview

Financial wellness includes satisfaction with current and future financial situations. Regardless of whether someone is employed, full- or part-time, or receiving Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI) benefits, for example, feeling satisfied with one's financial situation contributes to overall well-being. When we experience financial stress, it can actually manifest itself as physical health complications, like headaches or back pain.² Financial stress is a "category of stress that deals specifically with peoples' perspectives of their financial



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situation.”³ One way to help reduce financial stress is through the learning and use of money management skills. Better money management has been shown to support superior quality of life and even to decrease hospitalizations for individuals with mental health conditions.⁴

- Do you agree or disagree with this statement: I feel satisfied with my **current** financial situation.

☐ Strongly Agree ☐ Disagree

☐ Agree ☐ Strongly Disagree

☐ Neutral

- Do you agree or disagree with this statement: I feel satisfied with my expectations for my **future** financial situation.

☐ Strongly Agree ☐ Disagree

☐ Agree ☐ Strongly Disagree

☐ Neutral

If you selected “strongly disagree” or “disagree” to either question above, it can be helpful to take steps to promote economic security. Economic security takes into consideration our education and employment status, as well as our healthcare security and asset accumulation (e.g., owning a home) to give us a sense of our financial security.⁵ Overall, these pieces of the financial security puzzle can help us improve our **financial wellness**.

Economic Self-Sufficiency

Economic self-sufficiency involves independence from public programs, but sometimes we all need a little help to get up on our feet. A hand up isn't a hand out, so make sure you aren't missing opportunities to receive assistance during your recovery journey. Assistance programs can help with paying heat bills, getting free cell phones, and helping with food costs, among others. Go to Benefits.gov (www.benefits.gov) and complete the questionnaire on the "Benefit Finder." Based on the answers you provide in this survey, a list of potential benefit programs you may be eligible for will be generated. Read more about these options and see if you or your family might qualify for any of these programs. If you receive disability benefits, visit the Social Security Administration's website (www.socialsecurity.gov) to explore your options for working without losing SSI/SSDI benefits until you can support yourself.

Making Financial Goals

To improve your **financial wellness**, you can commit to learning about or improving your money management skills. This will help increase economic security. Some sample activities for better understanding money management are provided on the next page. Circle the activities you think you can try!

Activities for Enhancing My Financial Wellness⁶

Here are some ideas to enhance your financial wellness. Circle the activities you can try!



Identify Needs vs. Wants

Consider your spending and create opportunities for saving by reducing purchases of what you want to have, and focus on those items you need to have to be well.

Identify the Best Use of My Money

Be mindful of spending and seek out opportunities for savings, like buying in bulk or purchasing generic products.



Create a Budget

Track your daily, weekly, and monthly expenses.

Manage My Debt

Save money for a financial emergency; pay off your credit cards.



Learn About Financial Institutions

Learn how to read an account statement; understand different types of checking accounts.



Understand Credit

Get credit counseling; check your credit report.

Seek Support
Talk with friends, family, credit counselors, or support groups to help strategize ways to manage your financial stress.



Build Consumer Skills

Learn about unit costs and advertising techniques; understand predatory lending.

Additional activities may not seem explicitly or directly related to economic goals, but they can help! For example, expanding your social network can help with improving **financial wellness** since our social networks can make it easier to get the support we need to meet our goals!⁷ In the same way, getting help with substance use disorders can help us meet economic goals by reducing financial stressors.

Like any other dimension of wellness, **financial wellness** can be improved when we set goals.

- How often do you write down your financial goals?⁸

☐ All of the time ☐ Never

☐ Some of the time

Use the space below to make note of your **financial wellness** goals. Feel free to write out your goals in complete sentences, jot down key words, like “homeownership,” or even draw a picture of a purchase you’re saving for, like a new car or college fund for your child.

My financial wellness goals

Making the Most of Your Money

- Think about your income sources. In the past month, check those sources below that you've received income from:
 - ☐ Supplemental Security Income
 - ☐ Social Security Disability Insurance
 - ☐ Earnings from paid work
 - ☐ Family
 - ☐ Social Security Retirement
 - ☐ Social welfare
 - ☐ VA benefits
 - ☐ Tax refund
 - ☐ Trust or inheritance
 - ☐ Other: _____
 - ☐ None
- Some people may receive non-cash benefits in addition to income. These non-cash benefits can help ensure essential needs are met, like purchasing healthy food or getting necessary prescriptions. Think about your non-cash benefit sources. In the past month, check the non-cash benefits you've received:

- ☐ Transportation subsidy
- ☐ Housing subsidy
- ☐ Utility subsidy
- ☐ Food stamps/SNAP
- ☐ Medicaid
- ☐ Medicare
- ☐ Private health insurance
- ☐ Dental care
- ☐ Prescriptions
- ☐ VA and other military service benefits
- ☐ Other: _____
- ☐ None

Many people are interested in good **financial wellness** habits to help their recovery and well-being. A useful habit that works for many people in recovery is tracking what you spend. Financial health habits may include actions that seem small and insignificant, such as putting your spare change in a savings jar every day. Some life habits are costly, like smoking. Changing those habits can help your finances, too.⁹

- To make the most of your money, you can try new activities for limiting spending or increasing savings. Sometimes we spend money on things we want

instead of things we need. This spending can put us over budget and create financial stress. Think about your spending. Do you think you need to cut back on spending?

☐ Yes

☐ No

☐ Unsure

If you think you might benefit from cutting back on spending, check the items below¹⁰ that you think you can try! And, use the extra space to write in some ideas of your own.

☐ Save your loose change in a jar

☐ Put a message in with your cash that says, "Do I need this?"

☐ Compare prices

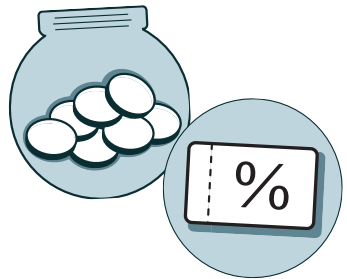
☐ Try store brands (generic)

☐ Shop for sale items

☐ Buy fruits and vegetables in season, and only buy what you will eat

☐ Use coupons, but only for things you need and will use

☐ Don't buy what you don't need (for example, skip the chips and soda)



☐ Buy the best quality you can afford (cheap items that fall apart easily or quickly may not be a real bargain if you have to pay to replace them often)

☐ Quit smoking!

☐ Get a library card to borrow magazines, books, videos, and music rather than spending money to buy them

☐

☐

☐

Use the space below to make notes related to your **financial wellness**.

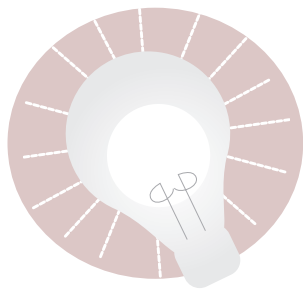
Notes related to my financial wellness

Financial Wellness

Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Choi, L. (2009). Financial stress and its physical effects on individuals and communities. *Community Development Investment Review*, 5(3), 120-122.
- 3 George, A., & Kane, M. (2016). Financial stress: The impact on individuals, employees, and employers. *Journal of Pension Benefits*, 35-38. Retrieved from <http://plansponsorconsultants.com/wp-content/uploads/2014/01/George-and-Kane-JPB-Autumn-2016.pdf>
- 4 Elbogren, E. B., Tiegreen, J., Vaughan, C., & Bradford, D. W. (2011). Money management, mental health, and psychiatric disability: A recovery-oriented model for improving financial skills. *Psychiatric Rehabilitation Journal*, 34(3), 223-231.
- 5 Burke-Miller, J. K. (2017, July). *Financial wellness and mental health recovery: A curriculum for building hope, assets, and capabilities*. Unpublished PowerPoint, Thresholds IPS Team Training.
- 6 Ibid.

- 7 New York Association of Psychiatric Rehabilitation Services. (n.d.). *We can \$ave campaign: A workbook for people in recovery seeking economic self-sufficiency*. Retrieved from <http://www.nyaprs.org/community-economic-development/toolkit/documents/WCSparticipantworkbookfinal.pdf>
- 8 Burke-Miller, J. K. (2017, July). *Financial wellness and mental health recovery: A curriculum for building hope, assets, and capabilities*. Unpublished PowerPoint, Thresholds IPS Team Training.
- 9 Swarbrick, M., Nemec, P. B., Cook, J. A., & Jonikas, J. A. (2019). *Building Financial Wellness (Facilitator's Guide)*. Freehold, NJ: Collaborative Support Programs of New Jersey, Inc. & University of Illinois at Chicago Center on Mental Health Services Research and Policy.
- 10 Ibid.



INTELLECTUAL WELLNESS

Intellectual wellness involves recognizing creative abilities and finding ways to expand knowledge and skills. To enhance your intellectual wellness, take some time to try activities like:

- Researching a topic that interests you and share what you learned with others
- Finding creative outlets that stimulate your mind and sense of curiosity¹

Overview

Lifelong learning, applying knowledge learned, and sharing knowledge are all parts of **intellectual wellness**. This dimension of wellness recognizes both creative abilities and learning—finding ways to expand knowledge and skills while discovering the potential for sharing those gifts with others.² To support **intellectual wellness**, it can be helpful to have support to pursue personal interests, to remain



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current on issues, and to create opportunities to share ideas. **Intellectual wellness** is not only about going to school, visiting the library, or reading books; it includes learning more about what inspires you.

- Think about things you do on a daily basis that enhance your creative abilities. Do you feel you have time in your day-to-day life to build your knowledge and skills?

☐ Always

☐ Rarely

☐ Sometimes

☐ Never

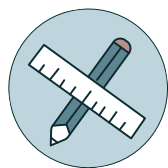
If you responded “rarely” or “never” to the question above, what are some of the personal interests you’d like to spend more time building? What are the skills you’d like to spend more time using? Use the space below to jot down any items, like “reading;” draw a picture of what you’d like to be doing, such as a drawing of a museum; or tape a photo of you doing whatever that “thing” is, like playing an instrument.

Skills I’d like to build or use...

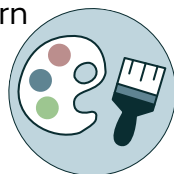
Stimulating Activities

Intellectual wellness involves doing many things that keep our brains active. In a broad sense, this can involve looking at different opinions on an issue and taking them into consideration. Through a number of activities—from learning about current events to organizing game nights in your home or community center—you can broaden your perspective and understand diverse points of view. Some suggestions of activities for increasing your **intellectual wellness** are below. Check off those that you think you can try and make a plan to try them out! Use the extra space to add some of your own to the list.

- ☐ Take a class at a local high school, community center, community college, or library to learn a new language, new craft, new ways to cook, or anything that's new to you



- Mix **physical** and **intellectual wellness**: enroll
- ☐ in a class or program that challenges your mind *and* body, like yoga or martial arts
 - ☐ Try solving puzzles, brainteasers, or other strategy games; learn a new game, like chess
 - ☐ Focus on your vocabulary; try to learn and use a new word each week
 - ☐ Look up an art or craft project online, then try it out
 - ☐ Talk to a friend, family member, or support group about your **intellectual wellness** goals



☐

☐

Improving or maintaining your **intellectual wellness** can help support cognitive functioning, which is important for us as we age and navigate life's challenges. Cognitive functioning includes brain activities, like memory and attention.³ Depression can change the brain and slow functioning,⁴ making any effort to boost brainpower very important. For example, chronic depression can negatively impact memory,⁵ which shows the importance of learning new information and focusing on **intellectual wellness**.

Monday	Tuesday	Wednesday
Thursday	Friday	
Saturday	Sunday	

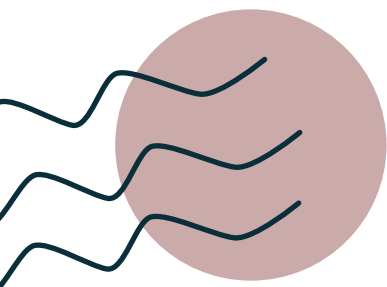
A list of the days of the week is provided above. Reflect on the list on the previous page and what you jotted down as ways you'd like to use or build your skills and knowledge. Check off the days you can commit to trying something creative, learning something new, or enhancing your skills.

For some of us, there may be a day of the week that's less challenging or not as busy as others. That would be the perfect day, or days, to pencil in time for enhancing your personal wellness! Use the space below to make notes related to your **intellectual wellness**.

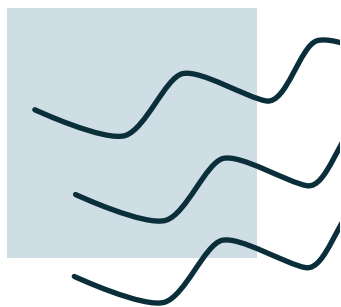
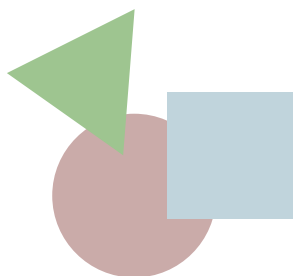
Notes related to my intellectual wellness

INTELLECTUAL WELLNESS WORD SEARCH INSTRUCTIONS

There are 18 words for **Intellectual Wellness** in this word search puzzle. How many of them can you find?



BOOKSTORE
CREATIVITY
GAMES
LANGUAGES
PAINTING
SELF EXPRESSION
COOKING
CURRENT AFFAIRS
GARDENING
LEARNING
ROBOTICS
SPORTS
CRAFTS
DISCUSSIONS
KNOWLEDGE
MUSIC
SCHOOL
THEATER



INTELLECTUAL WELLNESS WORD SEARCH

C E L Y R L I G S S E C P J S
U G E Q T R A T N R C A P E P
R D A E X I F N O I I H L T M
R E R S A A V T G N K F O U T
E L N E R Q S I T U E O S O A
N W I C W K X I T X A I O T L
T O N E O E N R P A C G H C C
A N G O A G O R T Q E Y E O R
F K B P R F E U F L I R N S E
F S N O I S S U C S I D C C T
A T U Z S G A R D E N I N G A
I H T I S P O R T S I X C A E
R T O S C I T O B O R C P M H
S N E I I H L W B M U Z I E T
Y S P N M F B T K Z J X W S B

Intellectual Wellness

Endnotes

- 1 Substance Abuse and Mental Health Services Administration. (2016). *What individuals in recovery need to know about wellness* (HHS Publication No. SMA-16-4950). Retrieved from <https://store.samhsa.gov/product/What-Individuals-in-Recovery-Need-to-Know-About-Wellness/SMA16-4950>
- 2 Swarbrick, P., & Yudof, J. (2015). *Wellness in eight dimensions*. Freehold, NJ: Collaborative Support Programs of New Jersey, Inc.
- 3 Glisky, E. L. (2007). Changes in cognitive function in human aging. In D. R. Riddle, Ed. *Brain aging: Models, methods, and mechanisms* (pp. 3-20). Boca Raton, FL: CRC Press/Taylor & Francis. Retrieved from <https://www.ncbi.nlm.nih.gov/books/NBK3885/>
- 4 How depression affects learning. (n.d.). Retrieved from <http://www.bipolardisorderscenters.com/how-depression-affects-learning/>
- 5 Davey, M. (2015). Chronic depression shrinks brain's memories and emotions. Retrieved from <https://www.theguardian.com/society/2015/jun/30/chronic-depression-shrinks-brains-memories-and-emotions>

Notes related to my wellness

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