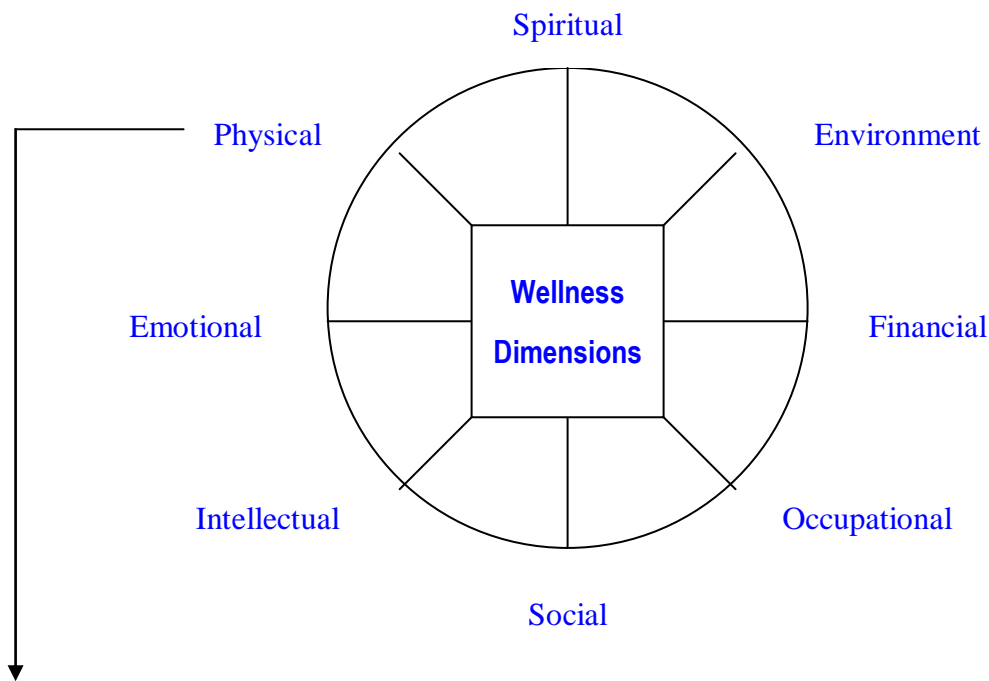


Wellness Coaching

Resource Manual



Physical dimension: *physical activity, sleep/rest, nutrition, environment, relaxation and stress management, and screening/medical care*

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Wellness Coaching Group Resource Manual
Developed by
Collaborative Support Programs of New Jersey
Institute for Wellness and Recovery Initiatives
Freehold, NJ July 2010



Wellness Assessment Tool

Wellness
Assessment

Domain	<u>Strengths</u> Describe Your Personal Strengths in each Dimension	<u>Needs</u> Describe What You Want To Change/Improve	<u>Barriers</u> <i>What Could/Does Get In Your Way?</i>
Overall Physical Health			
Nutrition			
Physical Activity			
Sleep/Rest			
Relaxation/Stress Management			
Environnent			
<i>Medical Care/ Screenings</i>			

CSPNJ Institute for Wellness and Recovery Initiatives - 2010

Wellness Assessment

DIMENSION	Dissatisfied						Satisfied	Focus
	1	2	3	4	5	6	7	
Overall Physical Health								
Nutrition								
Physical Activity								
Sleep/Rest								
Relaxation/Stress Management								
Environment								
Medical Care/Screenings								

Directions:

Review the following areas (left column) and circle level of satisfaction in each *dimension*.
 In the *focus* column indicate one area with a star * that you want to **improve or change**.

Overall Health

Key Session Points:

- Define health and review the components of health
- Review and discuss the components of overall physical health including nutrition, exercise, stress, sleep, environment, and health care/ medical screenings
- Discuss smoking cessation and its impact on overall health

Plan for session

- | | |
|------------|--|
| 5 minutes | Introduction and Review Meeting Agreements |
| 5 minutes | Review Key Session Points to introduce topic |
| 15 minutes | Read “Overall Health” including Social, Mental, and Physical Health. |
| 15 minutes | Review “Smoking Cessation” and complete and discuss “Overall Health Exercise” |
| 15 minutes | Ask participants to summarize what they learned and its relationship to personal wellness plan |
| 5 minutes | Thank participants and announce next topic |

Overall Health

Health is defined as "a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity." Achieving and maintaining health is an ongoing process.

There are many **Components to Health** including:

Social Health:

Health depends partially on the social structure of one's life. The maintenance of strong social relationships is linked to good health conditions, longevity, productivity, and a positive attitude. Maintaining relationships with family and friends helps health.

Mental Health:

Mental health is an integral part of overall physical health. By treating mental health issues, an individual's overall medical condition and quality of life can be improved. Medications are available that successfully treat a variety of mental conditions. There has also been progress in therapeutic treatments, particularly cognitive behavioral therapy.

Physical Health:



Nutrition: Eating a balanced diet with plenty of fruits, vegetables, and whole grains is an important component of health. Good nutrition helps lead to a healthy weight which helps prevent chronic illnesses such as diabetes and heart disease.

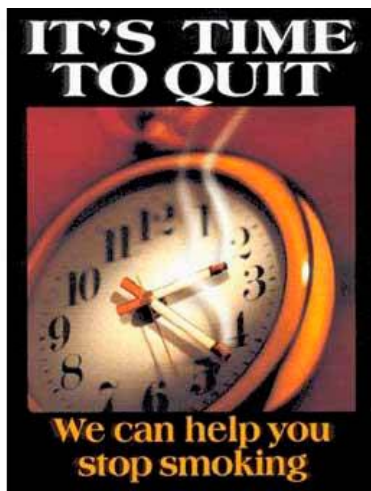
Exercise: Physical activity is very important to a healthy lifestyle. Exercise has been shown to prevent and help treat many chronic health conditions such as obesity, diabetes, heart disease, and high blood pressure.

Sleep: Getting a proper night's sleep is an important component of health. Failing to get enough sleep or sleeping at odd hours heightens the risk for a variety of major illnesses, including cancer, heart disease, diabetes, and obesity. Lack of sleep also increases the risk of getting into accidents or making mistakes at work.

Stress: Stress is a common feature of modern life. Uncontrolled stress has many negative effects on health including causing difficulty sleeping, depression, anxiety, heart disease, and obesity. Positive methods of dealing with stress include reading, listening to music, relaxing with breathing techniques and meditation, and exercising.

Environment: Our environment impacts our overall health. It is important to monitor our home environment for safety by making sure fire alarms and carbon monoxide detectors are installed and working. We should also make sure our homes are free from mold and excessive dust to prevent allergies and asthma. Smoking should be done outdoors to prevent second-hand smoke exposure.

Health Care: Annual check ups (medical and dental) and blood work are an important part of maintaining overall health. Medical check ups are important to help detect and treat common illnesses and diseases. During physicals, make sure your immunizations are up to date and ask about a yearly flu shot. Your doctor will conduct screening tests appropriate for your age and sex. Dental visits are also important because dental infections and periodontal disease have been associated with heart valve problems, heart disease, diabetes, and premature births. When you visit a doctor or other health care practitioner, make sure you ask questions, and keep asking them until you understand the answers. You have a right to speak with anyone who is involved with your care.



Smoking Cessation: One of the most important things you can do to improve your overall health is to quit smoking if you are a smoker. Tobacco use is the single most preventable cause of death, disease, and disability in the nation. Cigarette smoking harms nearly every organ in the body. Cancer, heart disease, lung diseases, and problems with pregnancy have been associated with smoking. On average, smoking shortens men's lives by 13.2 years and women's lives by 14.5 years. The health benefits that smokers gain by quitting are both immediate and long term, and there are effective tools to help smokers succeed in quitting. For information on how to quit smoking in New Jersey, there is a program called New Jersey Quitline, a free telephone-based counseling service at 1-866-NJ-STOPS. Other options include New Jersey QuitNet, a free online information, counseling, and referral resource

(www.NJ.Quitnet.com), and CHOICES, Consumers Helping Others Improve their Condition by Ending Smoking, (<http://www.njchoices.org/>) which creates a strong peer support network that encourages mental health consumers to make a positive healthy lifestyle change by addressing smoking and tobacco use.

Things You Can Do to Live Healthier

1. Maintain relationships with others to improve social health
2. Eat three meals daily that are well balanced and nutritious, including whole grains, fruits, vegetables, dairy, and protein.
3. Eat smaller portions to reduce calories and lose weight.
4. Get regular exercise by walking, swimming, biking, etc.
5. Sleep at least 7-9 hours each night.
6. If you are stressed, try some positive coping mechanisms to deal with your stress like exercise, meditation, and reading.
7. Keep your home environment healthy by not smoking indoors, keeping your home clean, and making sure you have working smoke detectors.
8. Get routine checkups from your doctor.
9. If you smoke, then get help to stop smoking.

EXERCISE

Overall Health

1. Why is it important to eat nutritious foods?
2. What are some ways that you can eat healthier?
3. What are some things you can do to cope with stress?
4. Can you name some ways you can add exercise to your day?
5. Have you had a physical in the past two years that has included a blood pressure test and blood work?
6. If you need help to quit smoking, are you aware of where you can get help?

References:

American Institute of Stress. Stress Reduction: Stress Relievers. Retrieved June 28, 2010 from <http://www.stress.org>

Department of Health and Senior Services. Comprehensive Tobacco Control Program. NJ Quitline. Retrieved on June 28, 2010 from <http://www.state.nj.us/njhealthlink/programdetails/njquitline.html?pageID=NJ+Quitline&file=file:/njhealthlink/programdetails/njquitline.html&whichView=popUp>

NJ Quitnet. The Impact of Smoking and How to Succeed in Quitting. Retrieved June 28, 2010 from http://www.state.nj.us/health/as/ctcp/documents/anti_tobacco_rpt0207.pdf

World Health Organization. The Determinants of Health. Retrieved June 28, 2010 from <http://www.who.int/hia/evidence/doh/en/>

Physical Activity

Key Session Points:

- Help participants identify that physical activity is an important part of a daily wellness routine.
- Review consequences of not getting enough exercise, including diabetes, heart disease, and obesity.
- Discuss the differences between aerobic activities and strengthening activities.
- Review the “Tips for Starting an Exercise Program.”
- Assist participants in creating an “Exercise Diary.”

Plan for session

5 minutes	Introduction and Review Meeting Agreements
5 minutes	Review Key Session Points to introduce topic
15 minutes	Read “The Importance of Physical Activity” Read and discuss “Tips for Starting an Exercise Program”
15 minutes	Complete and discuss “Physical Activity Exercise”
15 minutes	Ask participants to summarize what they learned and its relationship to their personal wellness plan
5 minutes	Thank participants and announce next topic

The Importance of Physical Activity



Being physically active is a key element in living a longer, healthier, happier life. Physical activity is any form of exercise or movement of the body that uses energy. Some of your daily life activities- doing chores around the house, yard work, and walking the dog are examples. Physical activity can also help you achieve and maintain a healthy weight and lower your risk for chronic disease. Exercise helps prevent and improve a number of health problems, including high blood

pressure, diabetes and arthritis. Research on anxiety and depression shows that exercise can also help reduce anxiety and improve mood. Exercise releases endorphins, which are the “feel good” brain chemicals, and neurotransmitters. Exercise may also improve sleep and increase self-esteem.

The many positive benefits of exercise include:

- Making you healthier
- Increasing your chances of living longer
- Increasing your self-esteem
- Lowering your chances of depression
- Helping you sleep better at night
- Helping you look better
- Helping you get into better shape
- Helping you to move around easier
- Strengthening muscles and bones
- Helping you to stay at or get to a healthy weight
- Making friends or meeting new people

To get the **health benefits** of physical activity, include activities that make you breathe harder and make your heart and blood vessels healthier. **Aerobic activities** speed heart rate and breathing and improve heart and lung fitness. These aerobic exercises include things like running, swimming, biking, and playing basketball. Also include **strengthening activities** to make your bones and muscles stronger, like push-ups and lifting weights.

Exercise Guidelines for Aerobic Activities:

- Adults should get at least **2 hours and 30 minutes** each week (30 minutes a day at least 5 days a week) of aerobic physical activity that requires **moderate** effort. Examples include aerobics, brisk walking, and dancing.
- You need to do this type of activity for at least **10 minutes** at a time.

Exercise Guidelines for Strengthening Activities:

- Adults should also do **strengthening** activities at least **2 days** a week.
- Strengthening activities include push-ups, sit-ups and lifting weights.



If you haven't been active in a long time, choose something you like to do. Many people find walking helps them get started. If you don't think you have the time, start with 10 minute chunks of time a couple of days a week. Walk or climb a staircase during a break at work. Dance in the living room to your favorite music. All exercise you do will add up. If you think it will cost you money, remember that you don't have to join a health club or buy fancy equipment to be active. Do some gardening outside. Walk with your dog for 10 minutes or more.

Tips for Starting Your Exercise Program:

- **Start by doing what you can, and then look for ways to do more.** If you have not been active for a while, start out slowly. Add small amounts of physical activity throughout the day. For example, take the stairs instead of the elevator. You may also park a little farther away to fit in a short walk at work or at the mall. If you live close to your work, consider biking or walking. After several weeks or months, build up your activities—do them longer and more often.
- **Walking is one way to add physical activity to your life.** When you first start, walk 10 minutes a day a few days each week during the first couple of weeks.
- **Add more time and days.** Build up over time. Walk a little longer. Try 20 minutes instead of 10 minutes. Then walk on more days each week.
- **Pick up the pace.** Try walking faster. This will increase your heart rate and burn more calories.
- **Enjoy yourself and have fun.** Pick an activity you like and one that fits into your life. If you enjoy the activity you've chosen, you will be more likely to continue with it. If you get bored doing one kind of activity, try several different activities. Variety will help keep you motivated.
- **Find the time that works best for you.** This will help you keep up with your schedule and make exercising a priority.

- **Be active with friends and family.** Having a support network can help you keep up with your program. If you have a partner to exercise with, you can motivate each other to stick to an exercise routine.

Here are some things you can do to stay safe while you are active:

- Check with a doctor to make sure you are healthy enough to begin an exercise program.
- If you haven't been active in a while, start slowly and build up.
- Learn about the types and amounts of activity that are right for you.
- Choose activities that are appropriate for your fitness level.
- Build up the time you spend before switching to activities that take more effort.
- Use the right safety gear and sports equipment.
- Choose a safe place to do your activity.

Exercise Diary: It may help you stay focused on exercise by keeping track of your daily activity in a diary. Write down what activity you did each day, and how long you were active. Keeping track of your results will help you stay motivated!

People of all types, shapes, sizes, and abilities can benefit from being physically active. Remember, some activity is better than none and the more you do, the greater the health benefits and the better you'll feel!

EXERCISE

Physical Activity

7. Do you believe you could improve your exercise habits?
8. Name some positive effects of exercising.
9. Can you name some examples of aerobic activities and strengthening activities?
10. Can you think of some other ways you can add exercise into your daily life?
11. Would keeping an exercise diary motivate you to keep up with an exercise program?

References:

Centers for Disease Control and Prevention. Physical Activity. Retrieved June 28, 2010 from <http://www.cdc.gov/physicalactivity/>

Exercise is Medicine. Public Action Guide. Retrieved June 29, 2010 from <http://www.exerciseismedicine.org/documents/PublicActionGuideLQ.pdf>

US Department of Health and Human Services, Physical Activity Guidelines for Americans: Be Active Your Way, Retrieved June 28, 2010 from <http://www.health.gov/paguidelines/adultguide/activeguide.aspx>

The President's Challenge: Why is Staying Active Important? Retrieved June 29, 2010 from http://www.presidentschallenge.org/the_challenge/benefits_of_fitness.aspx

Sleep and Rest

Key Session Points:

- Help participants identify that healthy sleep habits are an important part of a daily wellness routine.
- Review consequences of too little sleep, including its role in chronic illnesses like obesity and heart disease.
- Have the participants complete the Epworth Sleepiness Scale and discuss the results.
- Discuss strategies that participants can use to improve their sleep habits and when it is advised that they go to a doctor about sleep disorders.

Plan for session:

5 minutes	Introduction and Review Meeting Agreements
5 minutes	Review Key Session Points to introduce topic
15 minutes	Read “The Importance of Sleep” Read and discuss “Tips to Improve Sleep”
15 minutes	Complete and discuss “Epworth Sleepiness Scale” and “Sleep Exercise”
15 minutes	Ask participants to summarize what they learned and the relationship to personal wellness plan
5 minutes	Thank participants and announce next topic

The Importance of Sleep



In modern society, a good night's sleep is increasingly losing out to the distractions of modern life such as the internet, television, and work. Sleep is needed to regenerate certain parts of the body, especially the brain, so that it continues to function at its best. **It is estimated that most people need seven to nine hours of sleep each night.** The amount of sleep required depends on the individual- some may be able to get by on six hours or less while others require ten or more.

Insomnia is the most common sleep complaint. Insomnia is trouble falling or staying asleep. It is the inability to obtain sleep that is sufficiently long or good enough to result in feeling rested the following day. Depression has been linked as a cause of insomnia; however, for many people, untreated insomnia may be a risk factor for depression. Night shift workers may be the hardest hit by sleep problems. They're less able to stay alert, they have decreased job performance, and they are involved with more accidents.

Growing evidence suggests that too little sleep may be taking a toll on the health of Americans. The risk for a variety of major illnesses, including cancer, heart disease, diabetes and obesity are linked to a lack of sleep. People who sleep less than seven hours a night are significantly more likely to be obese. The cause might be the disruption of hormones that regulate appetite, leptin and ghrelin, causing people to overeat. Sleep deficit may put the body into a state of high alert, increasing the production of stress hormones and driving up blood pressure, a major risk factor for heart attacks and strokes. Also, people who are sleep deprived have elevated levels of substances in the blood that indicate a heightened state of inflammation in the body. This can predispose a person to heart disease and cancer.

Good Sleep Hygiene:

If you are suffering from difficulty sleeping, it is important to try to improve your sleeping habits. Good sleep hygiene reinforces the body's natural tendency to sleep.

Tips to Help Improve Sleep:

- **Keep consistent sleep and wake times.** If you go to bed and wake up at the same time, even on weekends, it is more likely you will be able to sleep well.

- **Try to avoid napping during the day.** It may be OK to nap for up to one hour before 3 pm, as long as it doesn't interfere with your sleep at night.
- **Do not read or watch TV in bed.** This might stimulate your mind and cause you to become more alert.
- **Exercise regularly, but not for at least four hours before bedtime.** Regular exercise can help you fall asleep and deepen your sleep, but if you exercise too close to your bedtime, it might energize you and not allow you to fall asleep.
- **Avoid cigarettes, alcohol, and caffeine for at least four hours before bedtime.** Nicotine and caffeine are stimulants, and will energize you. While alcohol may make you feel sleepy at first, it also interferes with good sleep.
- **Avoid large meals and excessive fluids before bedtime.** Don't go to bed hungry, but you also don't want to go to bed with an overly full stomach. This may cause a disturbance in sleep. Also, too many liquids before bedtime may cause you to wake up to use the bathroom, and you may have difficulty falling asleep again.
- **Make your bedroom restful.** Block light with curtains to keep the room dark, and make your bedroom as quiet as possible. Keep the bedroom at a comfortable temperature-many people like to sleep in a cool room.
- **Relax before bedtime.** Try to develop a pre-bedtime ritual to help you relax and forget about the stresses of the day. You might want to take a bath, have a glass of warm milk, read, or listen to relaxing music.

Call Your Doctor If:

- Your sleep does not improve with the self-help techniques listed above.
- You snore loudly or make snorting or gasping noises while you sleep - or your partner observes these things while you're asleep. These could be symptoms of sleep apnea. Sleep apnea is a serious sleep disorder that occurs when a person's breathing is interrupted during sleep. People with untreated sleep apnea stop breathing repeatedly during their sleep, sometimes hundreds of times each night. Excessive daytime sleepiness is the primary symptom.
- You fall asleep doing normal activities, such as talking or driving.
- You regularly feel unrefreshed upon awakening and are constantly tired during the day. Sleep disorders are among the many possible causes for fatigue.

Your doctor may suggest treatments such as **chronotherapy**- the gradual shifting of bedtime in accordance with the person's desired schedule. Once the desired schedule is achieved, your doctor will recommend a strict maintenance of this regular bedtime. **Light therapy**, exposure to a light box for up to two hours in the morning or afternoon, has been shown to help maintain a proper bedtime. **Medications** (e.g. hypnotics such as Ambien) are also prescribed, but usually for short term use. **Melatonin** (an over the counter supplement) has

been reported to be useful in the treatment of sleep disorders related to melatonin deficiency. Melatonin is used for enhancing the natural sleep process and for resetting the body's internal time clock.

Epworth Sleepiness Scale

(From the University of Maryland's Sleep Disorders Center at

http://www.umm.edu/sleep/epworth_sleep.htm)

The Epworth Sleepiness Scale is used to determine the level of daytime sleepiness. A score of 10 or more is considered sleepy. A score of 18 or more is very sleepy. If you score 10 or more on this test, you should consider whether you are obtaining adequate sleep, need to improve your sleep hygiene and/or need to see a sleep specialist. These issues should be discussed with your personal physician.

Use the following scale to choose the most appropriate number for each situation:

0 = would *never* doze or sleep.

1 = *slight* chance of dozing or sleeping

2 = *moderate* chance of dozing or sleeping

3 = *high* chance of dozing or sleeping

Fill in your answers and see where you stand.

Situation	Chance of Dozing or Sleeping
Sitting and reading	—
Watching TV	—
Sitting inactive in a public place	—
Being a passenger in a motor vehicle for an hour or more	—
Lying down in the afternoon	—
Sitting and talking to someone	—
Sitting quietly after lunch (no alcohol)	—
Stopped for a few minutes in traffic while driving	—
Total score (add the scores up) (This is your Epworth score)	—

EXERCISE

Sleep:

12. Do you believe your sleep might improve if you make changes in your sleeping habits?
13. List some things you might be doing that interfere with sleep.
14. Can you name some things you can do to improve your sleep?
15. Can you suggest some relaxation techniques you can try before bedtime?
16. Do you know where you can get medical help if you suspect you may have a sleep disorder?
17. Create a sleep diary tracking number of hours slept and quality of sleep.

References:

Lyytikäinen P, Lallukka T, Lahelma E, Rahkonen O. International Journal of Obesity. Sleep Problems and Major Weight Gain: a Follow-up Study. Retrieved July 3, 2010 from <http://www.nature.com/ijo/journal/vaop/ncurrent/abs/ijo2010113a.html>

Mayo Clinic. 7 Benefits of Regular Physical Activity. Retrieved July 3, 2010 from <http://www.mayoclinic.com/health/exercise/HQ01676>

University of Maryland Medical Center: Sleep Disorders Center. Treatment of Insomnia. Retrieved July 3, 2010 from http://www.umm.edu/sleep/simp_things.htm

WebMD. What are the Symptoms of Sleep Disorders? Retrieved July 3, 2010 from <http://www.webmd.com/sleep-disorders/guide/understanding-sleep-problems-symptoms>

Physical Wellness

The physical dimension of wellness involves encouraging regular activities that produce endurance, flexibility and strength. Read each statement carefully and respond honestly by using the following scoring:

- **Almost always = 2 points** **Sometimes/occasionally = 1 point** **Very seldom = 0 points**
- ____ 1. I exercise aerobically (vigorous, continuous) for 20 to 30 minutes at least three times per week.
 - ____ 2. I eat fruits, vegetables, and whole grains every day.
 - ____ 3. I avoid tobacco products.
 - ____ 4. I wear a seat belt while riding in and driving a car.
 - ____ 5. I deliberately minimize my intake of cholesterol, dietary fats, and oils.
 - ____ 6. I avoid drinking alcoholic beverages or I consume no more than one drink per day.
 - ____ 7. I get an adequate amount of sleep.
 - ____ 8. I have adequate coping mechanisms for dealing with stress.
 - ____ 9. I maintain a regular schedule of immunizations, physicals, dental checkups and self-exams.
 - ____ 10. I maintain a reasonable weight, avoiding extremes of overweight and underweight.
 - ____ Total for Physical Wellness Dimension
 -

Score: **15 to 20 Points** - Excellent strength in this dimension.

Score: **9 to 14 Points** - There is room for improvement. Look again at the items in which you scored 1 or 0. What changes can you make to improve your score?

Score: **0 to 8 Points** - This dimension needs a lot of work. Look again at this dimension and challenge yourself to begin making small steps toward growth here. Remember: The goal is balanced wellness.

- <http://definitionofwellness.com/dimensions-of-wellness/physical-wellness.html>

Physical Wellness Summary:

1. What areas of your physical health and wellness do you want to make changes to?
2. What resources/supports do you have available to assist you with these changes?

Stress Reduction

Key Session Points:

- Help participants identify that reducing stress improves overall health.
- Review the health consequences of high stress levels, including depression, heart disease, diabetes, etc.
- Review examples of negative coping strategies including alcohol use, smoking, and overeating.
- Discuss positive coping strategies for stress- including relaxation techniques, exercise, and maintaining a healthy diet.
- Assist participants in listing healthy ways they can cope with stress in their lives.

Plan for session

5 minutes	Introduction and Review Meeting Agreements
5 minutes	Review Key Session Points to introduce topic
15 minutes	Read “The Importance of Stress Reduction on Health” Read and discuss “Stress Influenced Conditions”
15 minutes	Review and discuss “Negative and Positive Coping Mechanisms”
15 minutes	Ask participants to summarize what they learned and its relationship to their personal wellness plan
5 minutes	Thank participants and announce next topic

The Importance of Stress Reduction on Health:

Stress is defined as a physical, mental, or emotional strain or tension, or a specific response by the body to a stimulus like fear or pain that disturbs or interferes with the normal body's equilibrium. Stress is a normal part of life that can help us learn and grow. However, too much stress can cause us significant problems when we do not deal with it well.

Stress releases chemicals and hormones that prepare us for action (the fight or flight reaction). These stress responses can lead to health problems. Prolonged, uninterrupted, unexpected, and unmanageable stresses are the most damaging types of stress.

Stress has many negative effects on health, including physical, emotional, and psychological strain. The first symptoms are relatively mild, like chronic headaches and increased susceptibility to colds. With more exposure to chronic stress, more serious health problems may develop, such as those listed below.



Stress-influenced conditions include, but are not limited to:

- depression
- diabetes
- heart disease
- obesity
- obsessive-compulsive or anxiety disorder
- sexual dysfunction
- sleep dysfunction
- ulcers

Negative Coping Mechanisms:

These coping strategies may temporarily reduce stress, but they cause more damage in the long run:

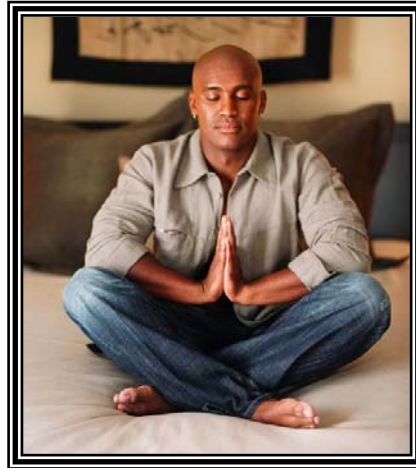
- Smoking
- Drinking too much alcohol
- Using drugs or pills
- Overeating or undereating
- Zoning out in front of the TV to avoid stress
- Withdrawing from friends, family, and daily activities

- Sleeping too much
- Procrastinating

Positive Coping Mechanisms:

These coping mechanisms are healthy ways of dealing with stress.

- Call or spend time with family and friends
- Relieve tension with exercise like walking, running, or yoga
- Take a long bath
- Light scented candles to help relax
- Play with a pet
- Work in your garden or enjoy another hobby
- Read a good book
- Listen to music
- Meditate or practice breathing exercises to relax
- Get plenty of sleep
- Eat a healthy diet
- Reduce caffeine and sugar
- Avoid smoking, alcohol, and drugs
- Express your feelings instead of bottling them up
- Work on better time management



EXERCISE

Stress Management

18. Have you ever felt overly stressed?
19. What have you done to help deal with your stress?
20. What are some positive ways you can cope with stress?
21. Can you list some other ways of dealing with stress that are not listed here?
22. Secure a diary and record stress level and what you have done that day to reduce your sources of stress.

References:

American Institute of Stress. Stress, Definition of Stress, Stressor, What is Stress? Retrieved June 30, 2010 from <http://www.stress.org/topic-definition-stress.htm>

Mayo Clinic Staff. Stress Management. Retrieved July 1, 2010 from <http://www.mayoclinic.com/health/stress-management/SR00032>

Mental Help Staff. Stress Reduction and Management Techniques. Retrieved July 1, 2010 from http://www.mentalhelp.net/poc/view_doc.php?type=doc&id=2573&cn=117

Emotional Wellness Assessment

The emotional dimension of wellness involves recognizing, accepting and taking responsibility for your feelings. Read each statement carefully and respond honestly by using the following scoring:

Almost always = 2 points
points

Sometimes/occasionally = 1 point

Very seldom = 0



___ 1. I am able to develop and maintain close relationships.

➤ ___ 2. I accept the responsibility for my actions.

➤ ___ 3. I see challenges and change as opportunities for growth.

➤ ___ 4. I feel I have considerable control over my life.

➤ ___ 5. I am able to laugh at life and myself.

➤ ___ 6. I feel good about myself.

➤ ___ 7. I am able to appropriately cope with stress and tension and make time for leisure pursuits.

➤ ___ 8. I am able to recognize my personal shortcomings and learn from my mistakes.

➤ ___ 9. I am able to recognize and express my feelings.

➤ ___ 10. I enjoy life.

➤ ___ Total for Emotional Wellness Dimension



Score: **15 to 20 Points** - Excellent strength in this dimension.



Score: **9 to 14 Points** - There is room for improvement. Look again at the items in which you scored 1 or 0. What changes can you make to improve your score?



Score: **0 to 8 Points** - This dimension needs a lot of work. Look again at this dimension and challenge yourself to begin making small steps toward growth here. Remember: The goal is balanced wellness.



<http://definitionofwellness.com/dimensions-of-wellness/emotional-wellness.html>

Emotional Wellness Summary:

1. What areas of your emotional health and wellness do you want to make changes to?
2. What resources/supports do you have available to assist you with these changes?

Social Wellness Assessment

The social dimension of wellness involves developing, nourishing and encouraging satisfying relationships. Read each statement carefully and respond honestly by using the following scoring:

- **Almost always = 2 points** **Sometimes/occasionally = 1 point** **Very seldom = 0 points**

- ____ 1. I contribute time and/or money to social and community projects.
- ____ 2. I am committed to a lifetime of volunteerism.
- ____ 3. I exhibit fairness and justice in dealing with people.
- ____ 4. I have a network of close friends and/or family.
- ____ 5. I am interested in others, including those from different backgrounds than my own.
- ____ 6. I am able to balance my own needs with the needs of others.
- ____ 7. I am able to communicate with and get along with a wide variety of people.
- ____ 8. I obey the laws and rules of our society.
- ____ 9. I am a compassionate person and try to help others when I can.
- ____ 10. I support and help with family, neighborhood, and work social gatherings.
- ____ Total for Social Wellness Dimension

➤ Score: **15 to 20 Points** - Excellent strength in this dimension.

➤ Score: **9 to 14 Points** - There is room for improvement. Look again at the items in which you scored 1 or 0. What changes can you make to improve your score?

➤ Score: **0 to 8 Points** - This dimension needs a lot of work. Look again at this dimension and challenge yourself to begin making small steps toward growth here. Remember: The goal is balanced wellness.

➤ <http://definitionofwellness.com/dimensions-of-wellness/social-wellness.html>

Social Wellness Summary:

1. What areas of your social health and wellness do you want to make changes to?
2. What resources/supports do you have available to assist you with these changes?

Intellectual Wellness Assessment

The intellectual dimension of wellness involves embracing creativity and mental stimulation. Read each statement carefully and respond honestly by using the following scoring

Almost always = 2 points
points

Sometimes/occasionally = 1 point

Very seldom = 0

- ___ 1. I am interested in learning new things.
- ___ 2. I try to keep abreast of current affairs - locally, nationally, and internationally.
- ___ 3. I enjoy attending lectures, plays, musical performances, museums, galleries, and/or libraries.
- ___ 4. I carefully select movies and television programs.
- ___ 5. I enjoy creative and stimulating mental activities/games.
- ___ 6. I am happy with the amount and variety that I read.
- ___ 7. I make an effort to improve my verbal and written skills.
- ___ 8. A continuing education program is/will be important to me in my career.
- ___ 9. I am able to analyze, synthesize, and see more than one side of an issue.
- ___ 10. I enjoy engaging in intellectual discussions.
- ___ Total for Intellectual Wellness Dimension

➤ Score: **15 to 20 Points** - Excellent strength in this dimension.

➤ Score: **9 to 14 Points** - There is room for improvement. Look again at the items in which you scored 1 or 0. What changes can you make to improve your score?

➤ Score: **0 to 8 Points** - This dimension needs a lot of work. Look again at this dimension and challenge yourself to begin making small steps toward growth here. Remember: The goal is balanced wellness.

- <http://definitionofwellness.com/dimensions-of-wellness/intellectual-wellness.html>

Intellectual Wellness Summary:

1. What areas of your intellectual health and wellness do you want to make changes to?
2. What resources/supports do you have available to assist you with these changes?

Environment

Key Session Points:

- Help participants identify that their environment is related to their overall health.
- Review consequences of an unhealthy environment- including asthma, lead poisoning, carbon monoxide poisoning, etc.
- Review how the home environment impacts health
- Discuss “Questions about your Housing Environment” to identify possible ways participants may make their homes safer and healthier

Plan for session

- | | |
|------------|---|
| 5 minutes | Introduction and Review Meeting Agreements |
| 5 minutes | Review Key Session Points to introduce topic |
| 15 minutes | Read “The Importance of the Environment on Health”
Read and discuss “Common Health Problems in the U.S. Related to the Environment” |
| 15 minutes | Read “Housing Environment” and discuss “Questions about your Housing Environment.” Ask participants if there is anything they can do to make their homes healthier. |
| 15 minutes | Ask participants to summarize what they learned and its relationship to their personal wellness plan |
| 5 minutes | Thank participants and announce next topic |

The Importance of the Environment on Health

People need healthy, safe, and protective environments to ensure normal growth, development, and well-being. The environment influences our health in many ways — through exposures to physical, chemical, and biological risk factors. As much as 24% of global disease is caused by environmental exposures. These include respiratory problems due to air pollution and workplace dust and fumes, workplace accidents, and diseases caused by poor water supplies.

Common Health Problems in the United States Related to the Environment:

Asthma: Asthma is a disease that affects the lungs and one of the triggers is air pollution. It causes episodes of wheezing, breathlessness, and coughing. Asthma can be controlled by taking medicine and **avoiding the triggers that can cause an attack**. You must also remove the triggers in your environment that can make your asthma worse. **Dust mites** can be reduced by regular cleaning of bedding, dusting, and washing floors. If you or someone in your family has asthma, it is better not to have rugs as these can be a source of dust and dust mites. Stuffed toys should also be limited as they contain dust mites. People with asthma should not be exposed to **second-hand smoke**. If family members or visitors smoke, they should only smoke outdoors and not in the family home or car. **Pollution** caused by industrial emissions and automobile exhaust can cause an asthma attack. Pay attention to air quality forecasts on radio, television, and the internet and plan your activities for when air pollution levels will be low. **Roaches** and their droppings may trigger an asthma attack. **Furry pets** may trigger an asthma attack. When a pet is suspected of causing asthma attacks, the simplest solution is to find the pet another home. **Inhaling or breathing in mold** can cause an asthma attack. Get rid of mold in all parts of your home to help control your asthma attacks. Keep the humidity level in your home between 35% and 50%. In hot, humid climates, you may need to use an air conditioner or a dehumidifier or both. Fix water leaks, which allow mold to grow behind walls and under floors.



Lead Poisoning: Approximately 250,000 U.S. children aged 1-5 years have high blood lead levels. While adults can also get lead poisoning, it is more dangerous for children because their bodies and minds are still developing. They are also more likely to be exposed to lead, as they are more likely to put objects containing lead in their mouths. Lead poisoning can affect nearly every system in the body. Because lead poisoning often occurs with no obvious symptoms, it frequently goes unrecognized. Lead poisoned children are at risk for learning and behavioral problems, reduced intelligence and other serious health effects. Research shows that these problems may persist long after a child's blood lead level is reduced and that the damage may be permanent.

Sources of lead: Lead has been found in the paint, metal and plastic parts of jewelry, toys, vinyl lunch boxes, and other *imported* products for children. It is also found in the paint of houses built before lead was removed from paint in the late 1970s.

Carbon Monoxide: CO is an odorless, colorless gas that can cause sudden illness and death. CO is produced any time a fossil fuel is burned in a furnace, car, generator, grill, or elsewhere. Carbon monoxide from these sources can build up in enclosed or semi-enclosed spaces and poison the people and animals in them. It is important to have a carbon monoxide detector in the home because you cannot smell carbon monoxide.

Housing Environment:

Housing conditions can significantly affect public health. Childhood lead poisoning, injuries, respiratory diseases such as asthma, and quality of life issues have been linked to housing units nationwide. Residents may be at risk for fire, electrical injuries, falls, rodent bites, and other illnesses and injuries. Other issues of concern include exposure to pesticide residues, tobacco smoke, and combustion gases. The burning of oil, gas, and kerosene can release a variety of combustion products, including carbon monoxide, a known cause of illness and death.



Questions about your Housing Environment:

Indoor Pollution:

Lead Poisoning: Is the place where you live over 35 years old? If so, is there loose, peeling, or chipping paint? Children are more vulnerable to lead paint poisoning because they may eat paint chips or put their fingers in their mouths after touching lead dust in windowsills, etc.

Radon: Is anyone living in a basement apartment? Has the home been tested for radon? If not, home kits are available.

Heating: Is your furnace inspected each year by a qualified technician? This may help prevent fires and carbon monoxide problems.

Water: Is your water provided by the city or do you have well water? If you have well water, is it tested yearly for bacteria and nitrates? City water is tested daily.

Mold/mildew: Are there any water problems in the home? Is mold present? Is a musty odor present anywhere in the house? Exposure to mold may worsen asthma and cause other breathing problems.

Pests: Are there bugs, bedbugs, or rodents in the house? Are pesticides or other chemicals used? How often?

Smoking: Is there a smoker in the home? Does he or she smoke indoors? If so, it is recommended that no one smoke inside as it increases indoor air pollution and can trigger asthma and other respiratory problems.

Home Safety:

Drugs: Are drugs/ prescription medicines stored out of reach of children if children live or visit the home? This may prevent an accidental overdose.

Fire safety: Are there smoke alarms and carbon monoxide detectors in the home? Have they been tested in the past 6 months to make sure the batteries are still working? Does your family have a fire escape plan and meeting place? Are portable space heaters turned off when people are sleeping or when adults leave the room?

Electrical Safety: Are any extension cords under carpeting? Are there many appliances plugged into one extension cord? Are any wires frayed or damaged? If so, this may pose a fire hazard and should be corrected.

Environmental effects on health can be improved by better hygienic measures, the use of cleaner and safer fuels, and more careful use of toxic substances in the home and workplace. While it is difficult to control the outdoor environment you are exposed to, you can take steps to make sure your home and work environments are safer and healthier.

References:

Centers for Disease Control and Prevention. Healthy Homes Initiative. Retrieved June 28, 2010 from <http://www.cdc.gov/nceh/lead/healthyhomes.htm>

Prüss-Üstün, A.: World Health Organization. Preventing Disease through Healthy Environments: Towards an Estimate of the Environmental Burden of Disease: Executive Summary. Retrieved June 28, 2010 from http://www.who.int/quantifying_ehimpacts/publications/preventingdisease.pdf

US Department of Health and Human Services. Healthy Housing Inspection Manual, Retrieved June 28, 2010 from http://www.cdc.gov/nceh/publications/books/inspectionmanual/Healthy_Housing_Inspection_Manual.pdf

Environmental Wellness Assessment

The environmental dimension of wellness involves accepting the impact we have on our world and doing something about it. Read each statement carefully and respond honestly by using the following scoring:

- **Almost always = 2 points** **Sometimes/occasionally = 1 point** **Very seldom = 0 points**
- _____ 1. I consciously conserve energy (electricity, heat, light, water, etc.) in my place of residence.
- _____ 2. I practice recycling (glass, paper, plastic, etc.)
- _____ 3. I am committed to cleaning up the environment (air, soil, water, etc.)
- _____ 4. I consciously try to conserve fuel energy and to lessen the pollution in the atmosphere.
- _____ 5. I limit the use of fertilizers and chemicals when managing my yard/lawn/outdoor living space.
- _____ 6. I do not use aerosol sprays.
- _____ 7. I do not litter.
- _____ 8. I volunteer my time for environmental conservation projects.
- _____ 9. I purchase recycled items when possible, even if they cost more.
- _____ 10. I feel very strongly about doing my part to preserve the environment.
- _____ Total for Environmental Wellness Dimension
-
- **Score: 15 to 20 Points** - Excellent strength in this dimension.
-
- **Score: 9 to 14 Points** - There is room for improvement. Look again at the items in which you scored 1 or 0. What changes can you make to improve your score?
-
- **Score: 0 to 8 Points** - This dimension needs a lot of work. Look again at this dimension and challenge yourself to begin making small steps toward growth here. Remember: The goal is balanced wellness.
- <http://definitionofwellness.com/dimensions-of-wellness/environmental-wellness.html>

Environmental Wellness Summary:

1. What areas of your environmental health and wellness do you want to make changes to?
2. What resources/supports do you have available to assist you with these changes?

Additional Resources

1. Activity/Exercise/Fitness

American Heart Association. Physical Activity. Retrieved on April 9, 2010 from <http://www.americanheart.org/presenter.jhtml?identifier=4563>.

Information specific to the health benefits of exercise including how to become more physically fit while increasing activity and what health risks are reduced through exercise. Information about exercising and heart conditions is provided as well as when to consult a medical doctor. Website also offers information about nutrition, heart health and links to other health information resources.

Centers for Disease Control and Prevention. Physical Activity. Retrieved on April 9, 2010 from <http://www.cdc.gov/physicalactivity/>
Federal Government website about the importance of physical activity for everyone. Information is provided for various different topics on physical activity including physical activity and aging, weight maintenance, how to measure your fitness activity intensity and exercising to prevent or reduce obesity. Website also contains information for professionals regarding data and surveillance of physical inactivity, policy and legislation, key organizations, interventions, tools for promotion and programs and campaigns.

Exercise is Medicine. (2008). Retrieved on April 8, 2010 from <http://www.exerciseismedicine.org/>

Online resource for health care providers, fitness professionals, policy makers and the general public regarding the importance of physical activity. The website serves as an action guide created directly for health care providers for exercise prescription and readiness assessment. The general public can also benefit from this website as there are resources for exercise guidelines established by the American College of Sports Medicine (ACSM) for adults, including people with disabilities. Included in the resource list are recommendations for physical activity depending on certain health conditions (e.g. stroke, heart disease, injuries).

US Department of Health and Human Services (2009). 2008 Physical Activity Guidelines for Americans. Retrieved on April 8, 2010 from <http://www.health.gov/paguidelines/>
First-ever physical activity guideline produced by the Federal Government, which directly provides recommendations for physical activity for all Americans. Information pertaining to the health benefits of physical activity is provided as well as guidelines for children, adolescents, adults and aging adults. Toolkits, posters and resource guides are available for health educators.

The President's Challenge Physical Activity and Fitness Awards Program. Retrieved on April 8, 2010 from <http://www.presidentschallenge.org/>
President's physical activity and fitness challenge for children, adolescents, adults and seniors. Contains a BMI calculator and other tools to determine your fitness levels while also making recommendations on increasing levels of physical activity. Awards are given to anyone who completes physical activity reports for a certain period of time and submits them.

2. Nutrition and Diet- Healthy Eating

American Dietetic Association. Retrieved on April 8, 2010 from <http://www.eatright.org>
Educational information about metabolism and food. Nutrition information is available for disease prevention and management. There are also articles available about vitamins, how to eat out and how to lose weight.

Centers for Disease Control and Prevention, Department of Health and Human Services, National Cancer Institute, USA.gov. Fruits and Vegetables Matter. Retrieved on April 9, 2010 from <http://www.fruitsandveggiesmatter.gov/>

Educational material on the importance of fruits and vegetables consumption as well as physical activity. An online calculator is available to determine fruit and vegetable intake needs based on age, sex and physical activity.

Center for Nutrition Policy and Promotion at the USDA. Retrieved on April 9, 2010 from <http://www.cnpp.usda.gov/>.

Educational resource on teaching nutrition information and putting together low-cost food plans. Links to meal planning and 2010 dietary guidelines for Americans are provided. Podcasts of nutrition tips and advice are also provided.

Food and Nutrition Information Center, National Agricultural Library, USDA, DHHS. Retrieved on April 9, 2010 from <http://www.nutrition.gov>.

Federal Government website about nutrition and weight management. Information is provided on about nutrition based on life stages (infants, children, adolescents, adults, men, women, and seniors). An in-depth overview of how to cook, read labels, food storage and how to use the MyPyramid.gov website for food planning is provided.

National Heart Lung and Blood Institute Obesity Education Initiative Guidelines on Overweight and Obesity Electronic Toolkit. Retrieved on April 9, 2010 from http://www.nhlbi.nih.gov/guidelines/obesity/e_txtbk/intro/intro.htm

Electronic toolkit designed to inform professionals on the guidelines of assessing and treating people classified as overweight and obese. Physical activity, nutritional approaches and behavior modification are addressed in order to help people lose and maintain weight. Guidelines for assessment and classification are provided including BMI and waist circumference. A treatment algorithm is provided for treatment professionals to adequately address obesity.

United States Department of Agriculture. Mypyramid.gov. Retrieved on April 9, 2010 from <http://www.mypyramid.gov>.

Guidelines on health eating for Americans for each of the food groups based on age, height, weight, gender, and physical activity. A meal plan is available and information about what specific foods should be eaten and by what amount. A new feature has been added to the website as a calorie counter to look-up a certain food's caloric content.

3. Stress Management/ Sleep/Rest (sleep hygiene)

American Academy of Sleep Medicine Retrieved on April 8, 2010 from <http://www.aasmnet.org/> Resource for providers and those seeking professional development in the area of sleep medicine. A section of the website is dedicated to resources in sleep hygiene. A list of sleep centers are also provided.

American Academy of Sleep Medicine. Sleepeducation.com Retrieved on April 9, 2010 from <http://www.sleepeducation.com/>.

Educational resource for people interested in sleep hygiene and sleep disorders is available. The website has an active forum where members can give each other support and assistance in regard to helpful sleep/wake routines.

American Sleep Association Retrieved on April 9, 2010 from <http://www.sleepassociation.org/> National organization which promotes public awareness of sleep disorders, sleep hygiene and serves as a gateway for communication of all stakeholders (providers, patients, scientific community, and organizations). Website includes education on important topics regarding sleep hygiene and sleep disorders. A section of the website is dedicated to upcoming events hosted by the American Sleep Association.

Awake in America. <http://www.awakeinamerica.org/>

A national non-profit organization based out of Philadelphia, PA which focuses on sleep and sleep disorder issues. They assist in helping to start community based support groups on sleep management. Awake in America offers provider education, business outreach, and legislative advocacy. Their website includes articles on sleep management topics as well as a downloadable podcast.

Journal of Clinical Sleep Medicine. Retrieved on April 9, 2010 from <http://www.aasmnet.org/JCSM/>

Scholarly journal which focuses on scientific study of sleep medicine. The scope of the journal includes clinical trials, case studies, clinical observations and debate and clinical reviews. Recent publications abstracts are available as well as a feature podcast.

University of Maryland Sleep Disorders Center. Retrieved on April 8, 2010 from http://www.umm.edu/sleep/sleep_hyg.htm.

Resource for information pertaining to sleep disorders, sleep cycles and specific treatments for insomnia. Online sleep quizzes are available to help you determine if you are sleep deprived. Tips and information about proper sleep hygiene is also provided along with stress management and relaxation techniques.

4. Smoking Cessation

Department of Defense. Quit Tobacco Make Everyone Proud. Retrieved on April 9, 2010 at <http://www.ucanquit2.org/>

Smoking cessation resources developed by the Department of Defense for members of the US military. Website offers information for smoking cessation education, developing a personalized plan for quitting, and has trained smoking cessation professionals available.

Department of Health and Senior Services. Comprehensive Tobacco Control Program. NJ Quitline. Retrieved on April 9, 2010 from

<http://www.state.nj.us/njhealthlink/programdetails/njquitline.html?pageID=NJ+Quitline&file=file:/njhealthlink/programdetails/njquitline.html&whichView=popUp>

NJ Quitline is a free telephone based counseling service where trained counseling professionals help people stop smoking.

Quitnet. Retrieved on April 9, 2010 from <http://www.quitnet.com/qnhomepage.aspx>

Online support group dedicated to helping people quit smoking through member driven support and educational awareness.

Smokefree.gov Retrieved on April 9, 2010 from <http://www.smokefree.gov/>

Smokefree.gov is an electronic resource which puts a smoker in touch with educational information about quitting smoking, a listing of trained experts in smoking cessation and provides a step-by-step quitting guide. A resource directory of national and local quitlines and smoking studies worldwide is also available. A website dedicated to a women's smoke free campaign is linked (<http://women.smokefree.gov/>).

University of Medicine and Dentistry of New Jersey. Robert Wood Johnson Medical School.

Consumers Helping Others to Improve their Conditions by Ending Smoking (CHOICES).

Retrieved on April 9, 2010 from <http://www.njchoices.org/>

A consumer driven program based on of NJ which seeks to educate mental health consumers about the health risks of smoking. Primary goals of the project are to improve awareness of the health hazards of smoking, information and resources for quitting smoking. Website provides a newsletter and articles which depict stories of those who have improved their conditions by ending smoking. A section of the website is dedicated to specific quit tips, art and poetry from those who have quit and links to other resources paramount in quitting smoking.

Wellness

Physical _____

Social _____

Spiritual _____

Occupation _____

Intellectual _____

Emotional _____

Environment _____

Financial _____
