

A stylized teal graphic consisting of two overlapping, wavy, leaf-like shapes that curve upwards and to the right, positioned on the left side of the cover.

**WRITING YOUR SELF-  
CARE PLAN**

**SHANE WARREN**

A large, dark blue graphic that curves across the bottom half of the cover, resembling a wave or a stylized landscape feature.A cluster of light blue bubbles of various sizes, located in the bottom right corner of the cover.

## About The Author

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Having studied in several subject fields including theology, philosophy, business and law; Shane's primary academic background is in resilient psychology.

With more than 25-years' experience working with people through life change, Shane is a highly sort after presenter and a well-respected author most recently...

*'Diversity in Coaching'* with Prof. Jonathan Passmore & Shane Warren;

*'Fun for the Kids'* with Kait Luker & Shane Warren; and

*'Perspectives on Coping & Resilience'* with Drs Andrew Shatté, Venkat Pulla & Shane Warren.

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### Why?

Looking after oneself is an important part of being fully human. The better we are to ourselves can help us be in a better physical and mental space so that we can be a better person for those around us.

Self-care matters because it helps us have better relationships, prevents burnout and when we feel good we tend to be more effective in our work, our family dynamics and our interpersonal engagements.

But self-care is not about being selfish; so, don't forget in being good to ourselves we also need to be good to others...

To develop one's own self-care plan there are a couple of effective steps:

First, it is beneficial to see just how well you might be taking care of yourself and what areas of your life could benefit from some focused attention.

Secondly, we should look at how to respond under pressure. We do this because it will help guide you on what areas you need to be aware of what works for you and what might not be working so well.

Before we begin let's get these ideas out there. When speaking about self-care popular strategies that underpin this discussion include; but are not limited to:

1. Spend time with friends and family.
2. Run, walk, exercise, or dance!
3. Watch your favourite television show or go to the movies.
4. Play video games or games on your phone or tablet.
5. Get outdoors and do something.
6. Attend a religious service or something to inspire your spiritual self.
7. Meditate or take a yoga / qi gong / tai chi class.
8. Listen to music or go to a concert.
9. Get creative through an art expression.
10. Try something new.

**So, let's begin...**

## Self-Care Quiz

### INSTRUCTIONS

- How good are you to yourself? Let's find out! Know that there are no right or wrong answers, just answer however seems appropriate for you right now and see what you learn about yourself.
- Scoring: Score 2 points for each Yes, 1 point for each Sometimes and 0 points for No's.

|  | Yes                      | Sometimes                | No                       |
|--|--------------------------|--------------------------|--------------------------|
| 1. I am up-to-date with my optician, dentist and other health check-ups  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. I am happy with my physical fitness and energy levels   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. I eat well nutritionally most of the time and do not abuse my body with caffeine, alcohol or similar  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. I have plenty of sleep so I always feel well rested   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. I take regular breaks from my work during the day, at weekends and use my holidays for enjoyment & relaxation                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. I like how my hair is at the moment, I am happy with my wardrobe and my 'style'   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. I meditate, journal, quietly relax or have alone-time with myself regularly (where I am not doing anything eg. chores or doing things for others) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. I prioritize how I spend my time and important things always get done in plenty of time   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. I say "No" to myself and others when I need to  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. My home is cleaned regularly to a standard I am happy with   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. My home is organized and tidy and somewhere I love to be   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. My home is a calm haven (or has a place within it) that takes me away from the stresses of the world   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. I recognize my stress signals and know when to take a break  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. I have enough people in my life who love and support me  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Apart from exceptional situations, I only spend time with people who support, energize and inspire me  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. I listen to and trust my intuition when it comes to looking after me   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. I have a mentor/s that support and encourage me in life  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



## Understanding Your Coping Styles

As mentioned earlier there is strength in knowing how well we are doing taking care of ourselves; along with how we might need to improve. So, let's take a moment to reflect on this.

In times of high stress what strategies do you apply to get through the moment? Tick all that apply and please be totally honest as this will help you more.

| Positive                 |                                      | Negative                 |                                     |
|--------------------------|--------------------------------------|--------------------------|-------------------------------------|
| <input type="checkbox"/> | Deep breaths                         | <input type="checkbox"/> | Yelling                             |
| <input type="checkbox"/> | Stretching                           | <input type="checkbox"/> | Aggressive actions / talk           |
| <input type="checkbox"/> | Meditation                           | <input type="checkbox"/> | Taking drugs                        |
| <input type="checkbox"/> | Exercise                             | <input type="checkbox"/> | Over eating                         |
| <input type="checkbox"/> | Listening to music                   | <input type="checkbox"/> | Drinking large amounts of alcohol   |
| <input type="checkbox"/> | Reading                              | <input type="checkbox"/> | Smoking                             |
| <input type="checkbox"/> | Going for a walk                     | <input type="checkbox"/> | Pacing about                        |
| <input type="checkbox"/> | Taking a long shower / bath          | <input type="checkbox"/> | Biting your nails                   |
| <input type="checkbox"/> | Hanging out with friends             | <input type="checkbox"/> | Skipping meals                      |
| <input type="checkbox"/> | Spending time in nature just sitting | <input type="checkbox"/> | Withdrawing from family and friends |
| <input type="checkbox"/> | Doing a hobby                        | <input type="checkbox"/> | Driving dangerously                 |
| <input type="checkbox"/> | Other:                               | <input type="checkbox"/> | Other:                              |

What did you learn about yourself?

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## Daily Self-Care Practices

Now that we have taken a moment to look at what we are currently doing and what might need to improve let's start to break this down into the common pillars of our life that we refer to in the world of coaching and counselling...

| Life Pillar   | What I Currently Do | What I Might Try |
|---|---------------------|------------------|
| <b>Physical Self</b><br>This pillar is about the way we take care of our body... Do you eat well? Do you eat often enough? Do you exercise? Do you undertake health care assessments and plans?   |                     |                  |
| <b>Emotional Self</b><br>This pillar refers to the inner us... Do you acknowledge yourself? Do you take care of your feelings? Do you manage stress? Do you express how you are feeling? Do you engage with others on an emotional level?   |                     |                  |
| <b>Spiritual Self</b><br>This pillar is not about finding god, but rather about recognising we all have a deep inner self that needs nurturing... Do you challenge yourself to be better? Do you reflect on things that have happened? Do you engage with others who spiritually challenge you? |                     |                  |
| <b>Professional Self</b><br>This pillar is about who we publicly identify ourselves as, not exclusively our job, but it tends to be work focussed... Do you partake in meaningful tasks? Do you have a solid work-life balance? Do you manage time well? Do you enjoy                           |                     |                  |



## Writing Your Self-Care Plan

|   |  |  |
|---|--|--|
| your daily role?  |  |  |
| <b>Social Self</b><br>Yes, this pillar is about the party you are – it is about how you engage with others... Do you have time with friends often? Are your family relationships fulfilling? Do you get to partake in things you enjoy often enough?                  |  |  |
| <b>Financial Self</b><br>Money tends to help the world go around so this pillar is all about your financial wellbeing... Do you understand how cash impacts your life? Are you comfortable with your income? Have you got your finances under control?                |  |  |
| <b>Psychological Self</b><br>Different from our emotional self this pillar is all about our internal wellbeing... Do you take enough time away from stresses? Do you take care of your brain? Do you feel mentally strong? Do you extend yourself with new interests? |  |  |

### What did you learn about yourself?

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## Self-Care in Emergencies

Practicing self-care on a daily (or weekly) basis is important but it is extremely beneficial to have a plan on what to do when things are really tense. Just take a moment to reflect on challenging situations and let's see what self-care steps we might need to take...

| Things I Need To Be Aware Of  | What I Currently Do | What I Might Try |
|---|---------------------|------------------|
| <b>Staying Calm</b><br>This is about relaxing, taking deep breaths, staying focused... What strategies should you apply to be better at this?   |                     |                  |
| <b>Mind Chatter</b><br>This is about self-talk- is it a help or a hinderance... How can improve your inner voice?   |                     |                  |
| <b>Mood</b><br>This is about the emotions you express and how you present yourself... What tips and tricks can you practice ensuring a better mood (or that a bad one does not hang around too long)? |                     |                  |
| <b>Support People</b><br>This about the people in your life you reach out to and how well you do it... Do you have enough people in your reaching out circle to help you in tough times?              |                     |                  |

What did you learn about yourself?

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### Let's Brain Storm

Now that we have taken a moment for self-reflection lets now take a moment to brain storm some ideas on what you can do to improve to your self-care. I've shared some ideas that are popular, maybe highlight what will work for you and run a line through what will not; then add some more at the bottom of the list...

|   |  |
|---|--|
| Meditate regularly                                | Make a gratitude list                                |
| Start keeping a journal                           | Walk in nature regularly                             |
| Step outside regularly for fresh air              | Listen to guided visualization recordings            |
| Volunteer at a service that is meaningful for you | Cuddle a pet   |
| Listen to music                                   | Get a pet  |
| Treat yourself to a yummy meal regularly          | Go on a date with your partner                       |
| Take a nap  | Start doing yoga / qi gong / tai chi                 |
| Read a good book to escape                        | Go on holiday  |
| Write a blog                                      | Take up photography (or practice what I do)          |
| Get a new hobby                                   | Take on a big adventure                              |
| Buy something nice for the house                  | Get a massage  |
| Start gardening or tidy up the one you have       | Window shop  |
| Grab a coffee with a friend weekly                | Join a support group                                 |
| Take up dancing                                   | Head out with some mates like the old days           |
| Turn off the mobile                               | Go to the movies                                     |
| Draw or paint                                     | Kiss your lover lots (and more if it works you both) |
| Hug the kids at least twice a day                 |  |
|   |  |
|   |  |
|   |  |

## Write Your Self-Care Plan

Now it's time to put all this together. Thinking about activities we have undertaken now let's develop a plan implement much of this into your life.

| <b>STUFF I SHOULD DO DAILY</b> |                  |                  |                     |               |                      |
|--------------------------------|------------------|------------------|---------------------|---------------|----------------------|
| <b>Physical</b>                | <b>Emotional</b> | <b>Spiritual</b> | <b>Professional</b> | <b>Social</b> | <b>Psychological</b> |
|                                |                  |                  |                     |               |                      |

| <b>STUFF I SHOULD DO WEEKLY</b> |                  |                  |                     |               |                      |
|---------------------------------|------------------|------------------|---------------------|---------------|----------------------|
| <b>Physical</b>                 | <b>Emotional</b> | <b>Spiritual</b> | <b>Professional</b> | <b>Social</b> | <b>Psychological</b> |
|                                 |                  |                  |                     |               |                      |

| <b>STUFF I SHOULD DO MONTHLY</b> |                  |                  |                     |               |                      |
|----------------------------------|------------------|------------------|---------------------|---------------|----------------------|
| <b>Physical</b>                  | <b>Emotional</b> | <b>Spiritual</b> | <b>Professional</b> | <b>Social</b> | <b>Psychological</b> |
|                                  |                  |                  |                     |               |                      |

## Writing Your Self-Care Plan

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| <b>STUFF I SHOULD DO YEARLY</b> |                  |                  |                     |               |                      |
|---------------------------------|------------------|------------------|---------------------|---------------|----------------------|
| <b>Physical</b>                 | <b>Emotional</b> | <b>Spiritual</b> | <b>Professional</b> | <b>Social</b> | <b>Psychological</b> |
|                                 |                  |                  |                     |               |                      |

| <b>MY TOP SELF-CARE STRATEGIES THAT I MUST NEVER NOT DO</b> |                  |                  |                     |               |                      |
|---|------------------|------------------|---------------------|---------------|----------------------|
| <b>Physical</b>   | <b>Emotional</b> | <b>Spiritual</b> | <b>Professional</b> | <b>Social</b> | <b>Psychological</b> |
|   |                  |                  |                     |               |                      |

### Summary

Now that you've created your self-care plan, look at it regularly. It takes time to form good habits. Make a commitment to yourself and practice your self-care routine as often as possible – you're worth it.

But before I let you go remember this – the secret to develop new habits in our lives requires us to:

- Reflect on what we currently do
- Examine how well it is working for us
- Explore new ideas
- Practice, practice and practice the new ideas and replace the ones that are not working for you.

## Resources

Shane Warren Coaching & Counselling Services:

- [www.shanewarren.com](http://www.shanewarren.com)

Mint Condition Health Specialists for all your executive health needs:

- [www.mintcondition.asia](http://www.mintcondition.asia)

Shane Warren & Associates for human resource leadership and organisational development consultancy:

- [www.shanewarren.asia](http://www.shanewarren.asia)

International Resilience Institute Sydney for developing mental strength:

- [www.IRISconsulting.com.au](http://www.IRISconsulting.com.au)

The Poppet Centre for all your family and parenting support services:

- [www.poppetcentre.com](http://www.poppetcentre.com)

Nexus College for professional development training:

- [www.nexuscollege.com.au](http://www.nexuscollege.com.au)

Visions Synergy Consultants for getting your accounting and money matters in order:

- [www.visionssynergy.com.au](http://www.visionssynergy.com.au)

*The secret of getting ahead is getting started.*

[Mark Twain]