Also available online, with automatic scoring, at https://proqol.org/proqol-measureA questionnaire with text and images

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# Who have I helped

* What were the last three expressions of gratitude you received? Who said each one and how did it make you feel?
* What was one positive experience a client or staff member experienced because of my actions?
* What is one positive experience I’ve had helping a client or staff member?

# My why

* + What do I love about my job?
  + Why did I choose this profession?
  + Why do I continue to go to work every day?
  + Where do I want to lead others?
  + What would I like to accomplish in my career?
  + What three words would I like others to use to describe me at my retirement dinner?

# Reflection

* 1. “Three Words” Visualization: Write down three of the most positive words others have used to describe you and the work you do. Sketch a visualization of these three qualities.
  2. Impact Symbol: Draw a simple symbol that represents the impact that you have had on clients and/or staff.
  3. Self-Recognition Badge: Design an imaginary badge that you could wear with a phrase and image representing the positive impacts
  4. Career Highlight Reel: Imagine a few scenes from your “career highlight reel” and sketch out how that scene might be captured in a biopic about your life and career.

# Self-Care Assessment

Directions: Using the scale below, rate how frequently you engage in the

listed self-care activities.

5 = frequently 4 = occasionally 3 = rarely 2 = Never

1 = It never occurred to me

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHYSICAL SELF-CARE

\_\_\_\_ Eat regularly

\_\_\_\_ Eat healthy

\_\_\_\_ Exercise

\_\_\_\_ Get regular medical care for prevention

\_\_\_\_ Get medical care when needed

\_\_\_\_ Take time off when sick

\_\_\_\_ Dance, swim, walk, run, play sports, sing, or do some other physical activity that is fun

\_\_\_\_ Get enough sleep

\_\_\_\_ Take vacations or mini vacations

\_\_\_\_ Take time for self /time away from telephones

\_\_\_\_ Other:

PSYCHOLOGICAL SELF-CARE

\_\_\_\_ Make time for self-reflection

\_\_\_\_ Have your own personal psychotherapy or counseling

\_\_\_\_ Write in a journal

\_\_\_\_ Read literature that is unrelated to work

\_\_\_\_ Engage your intelligence in new areas or new activities

\_\_\_\_ Decrease stress in your life

\_\_\_\_ Notice your inner experience – listen to your thoughts, judgments, beliefs, attitudes, and

feelings

\_\_\_\_ Practice receiving from others

\_\_\_\_ Say no to extra responsibilities

\_\_\_\_ Other:

EMOTIONAL SELF-CARE

\_\_\_\_ Spend time with others whose company you enjoy

\_\_\_\_ Stay in contact with important people in your life

\_\_\_\_ Give yourself affirmations

\_\_\_\_ Identify comforting activities, objects, people, relationships, places and seek them out

\_\_\_\_ Allow yourself to cry

\_\_\_\_ Find things that make you laugh

\_\_\_\_ Express your outrage in social action, letters, donations, marches, protests

\_\_\_\_ Play with children

\_\_\_\_ Other:

SPIRITUAL SELF-CARE

\_\_\_\_ Make time for reflection

\_\_\_\_ Spend time with nature

\_\_\_\_ Find a spiritual connection or community

\_\_\_\_ Be open to inspiration

\_\_\_\_ Cherish your optimism and hope

\_\_\_\_ Be aware of nonmaterial aspects of your life

\_\_\_\_ Try at times not to be in charge or the expert

\_\_\_\_ Be open to knowing

\_\_\_\_ Meditate

\_\_\_\_ Pray

\_\_\_\_ Sing

\_\_\_\_ Have experiences of awe

\_\_\_\_ Contribute to causes in which you believe

\_\_\_\_ Read inspirational literature

\_\_\_\_ Other:

PROFESSIONAL SELF-CARE

\_\_\_\_ Take a break during the workday (e.g., lunch)

\_\_\_\_ Take time to chat with co-workers

\_\_\_\_ Make quiet time to complete tasks

\_\_\_\_ Identify projects or tasks that are exciting and rewarding

\_\_\_\_ Set limits with clients and colleagues

\_\_\_\_ Balance your caseload/workload so no one day or part of a day is “too much”

\_\_\_\_ Arrange you work space so it is comfortable and comforting

\_\_\_\_ Utilize regular supervision or consultation

\_\_\_\_ Negotiate your needs (benefits, pay raise, time off)

\_\_\_\_ Have a peer support group

\_\_\_\_ Develop a non-trauma area of professional interest

\_\_\_\_ Other:

BALANCE

\_\_\_\_ Strive for balance within your work-life and workday

\_\_\_\_ Strive for balance among work, family, relationships, play and rest

SOCIAL SUPPORT SYSTEM –

\_\_\_\_\_ Quality of my social support system.

# Finding Time

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* Write down one additional activity that could be added to the list. Also write down any of the ideas you hear from the group that would be helpful to you.
* Circle the items you already do.
* Underline 3 activities from this list that you would like to add to your day.
* Star one activity that you will commit to trying within the next 2 weeks.

# Ny non-negotiables

* What is one standard or principle that I will consistently uphold in my work or personal life?
* What is one boundary I will set or one thing I am willing to say “no” to so I can protect my priorities?
* What is one activity I will commit to doing over the next 2 weeks that will foster wellness within me (you can use your starred item from the previous slide or pick something new)?

# Reflection 2

* 1. “Three Words” Visualization: Write down three of the most positive words you want others to be able to use to describe you and the work you do. Sketch a visualization of these three qualities.
  2. Impact Symbol: Draw a simple symbol that represents the future impact that you aim to have with clients and/or staff.
  3. Self-Recognition Badge: Design an imaginary badge representing the positive change you strive to bring about. Include a phrase and an image representing the positive impacts you are committed to achieving.
  4. Career Highlight Reel: Imagine a few scenes from your future “career highlight reel” and sketch out how achievements you envision might be captured in a biopic.

