



Empowering Healthcare Professionals and Teams with Well-Being Tools

WORKBOOK

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Satisfaction with Life Scale

Using the 1-7 scale, indicate your agreement with each item.

1 - Strongly disagree

2 - Agree

3 - Slightly agree

4 - Neither agree nor disagree

5 - Slightly disagree

6 - Disagree

7 - Strongly agree

___ In most ways my life is close to my ideal.

___ The conditions of my life are excellent.

___ I am satisfied with my life.

___ So far I have gotten the important things I want in life.

___ If I could live my life over, I would change almost nothing.

Scoring:

Though scoring should be kept continuous (sum up scores on each item), here are some cut-offs to be used as benchmarks:

*30 - 35	Very high score; highly satisfied
*25 - 29	High score
*20 - 24	Average score
*15 - 19	Slightly below average in life satisfaction
*10 - 14	Dissatisfied
*5 - 9	Extremely Dissatisfied



Flourishing Scale

Using the 1-7 scale), indicate your agreement with each item.

1 - Strongly disagree

2 - Agree

3 - Slightly agree

4 - Neither agree nor disagree

5 - Slightly disagree

6 - Disagree

7 - Strongly agree

The greater the score, the higher your resources and strengths

- I lead a purposeful and meaningful life.
- My social relationships are supportive and rewarding.
- I am engaged and interested in my daily activities.
- I actively contribute to the happiness and well-being of others.
- I am competent and capable in the activities that are important to me.
- I am a good person and live a good life.
- I am optimistic about my future.
- People respect me.

SCORING: The greater the score, the higher your psychological resources and strengths.



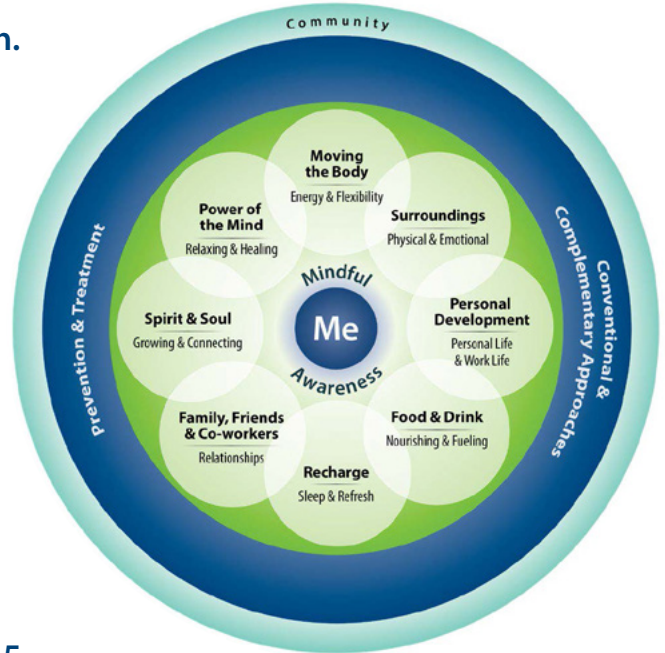
Schotanus-Dijkstra M, Klooster PM ten, Drossaert CHC, et al. Validation of the Flourishing Scale in a sample of people with suboptimal levels of mental well-being. BMC Psychol. 2016;4:12.

Diener E, Wetz D, Trov W, et al. New measures of well-being: Flourishing and positive and negative feelings. Soc Indic Res. 2009;99:247-266.

PERSONAL HEALTH INVENTORY

Use this circle to help you think about your whole health.

- “Me” at the center of the circle: This represents what is important to you in your life, and may include your mission, aspirations, or purpose. Your care focuses on you as a unique person.
- Mindful awareness is about noticing what is happening when it happens.
- Your everyday actions make up the green circle. Your options and choices may be affected by many factors.
- The next ring is professional care (tests, medications, treatments, surgeries, and counseling). This section includes complementary approaches like acupuncture and yoga.
- The outer ring includes the people, places, and resources in your community. Your community has a powerful influence on your personal experience of health and well-being.



Rate where you feel you are on the scales below from 1–5, with 1 being not so good, and 5 being great.

Physical Well-Being	1 NOT SO GOOD	2	3	4	5 GREAT
Mental/Emotional Well-Being	1 NOT SO GOOD	2	3	4	5 GREAT
Life: How is it to live your day-to-day life?	1 NOT SO GOOD	2	3	4	5 GREAT

What matters most to you in your life right now? Write a few words to capture your thoughts:



Where You Are and Where You Would Like to Be

For each area below, consider “Where you are” and “Where you want to be.” Write in a number between 1 (low) and 5 (high) that best represents where you are and where you want to be. You do not need to be a “5” in any of the areas now, nor even wish to be a “5” in the future.

Building Blocks of Health and Well-being	Where I am Now (1-5)	Where I Want to Be (1-5)
Moving the Body: Our physical, mental, and emotional health are impacted by the amount and kind of movement we do.		
Recharge: Our bodies and minds need rest in order to optimize our health. Recharging also involves activities that replenish your mental and physical energy.		
Food and Drink: What we eat, and drink can have a huge effect on how we experience life, both physically and mentally.		
Personal Development: Our health is impacted by how we spend our time. We feel best when we can do things that really matter to us or bring us joy.		
Family, Friends, and Co-Workers: Our relationships, including those with pets, have as significant an effect on our physical and emotional health as any other factor associated with well-being.		
Spirit and Soul: Connecting with something greater than ourselves may provide a sense of meaning and purpose, peace, or comfort. Spiritual connection can take many forms.		
Surroundings: Surroundings include where we live, work, learn, play, and worship—both indoors and out. Safe, stable, and comfortable surroundings have a positive effect on our health.		
Power of the Mind: Our thoughts are powerful and can affect our physical, mental, and emotional health. Changing our mindset can aid in healing and coping.		
Professional Care: Partnering with your health care team to address your health concerns, understand care options, and define actions you may take to promote your health and goals.		

Reflections

Now that you have thought about what matters to you in all of these areas, what would your life look like if you had the health you want? What kind of activities would you be doing? Or how might you feel different? What area might you focus on?

What might get in the way? How might you start?

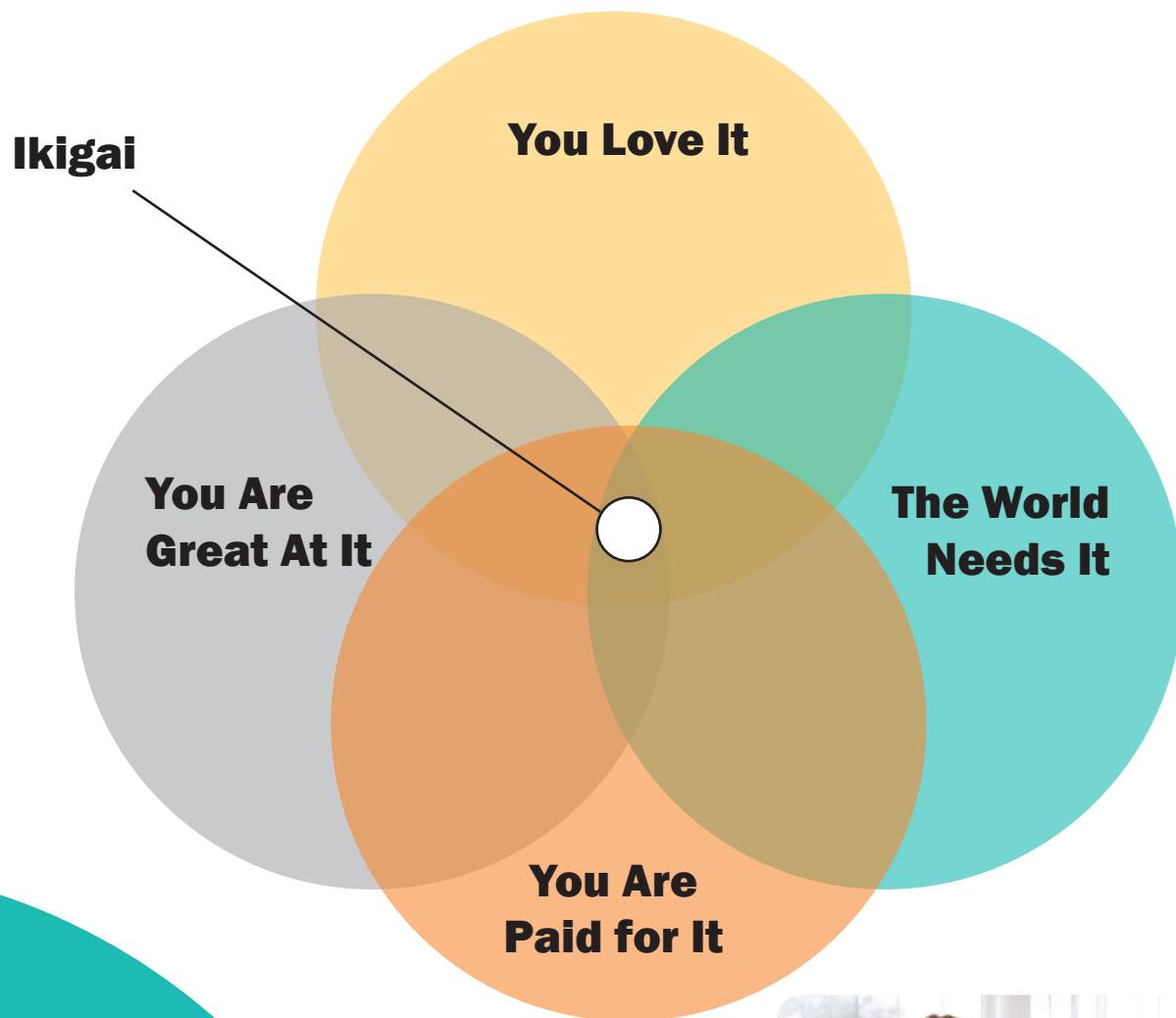
After completing the Personal Health Inventory, talk to a friend, a family member, your health coach, a peer, or someone on your health care team about areas you would like to explore further. Or visit www.va.gov/wholehealth.

Finding your Ikigai

The following questions can be answered to help you identify your ikigai:

- Do what you love:
- Do what you are good at:
- Do something the world needs:
- Do something you can be paid for:

Write the answers down on a piece of paper first, then briefly summarize and transfer them to a blank ikigai diagram



Self Care Action Plan

Physical activity



Write your goals here. Need help? Try to make your goal as specific as you can. The more specific and concrete your goal is (i.e., “lose five pounds by March 15.”) the more you’re likely to achieve it.

Nutrition



Write your goal here. Need help? Make your goal around something important to you. Is your health important? Conquering a fear? Think about goals that can positively shape your life.

Sleep



Write your goal here. Need help? Try to break your large goal into smaller ones. Smaller goals can be a good starting point if your main goal feels overwhelming.

Risky Substance Avoidance



Write your goal here. Need help? Try to make your goal measurable. Track your progress in a journal or phone app. Observing your progression over time through pictures or data can be a great motivational tool.

Stress Management



Write your goal here.

Positive Activities (PERMA)



Write your goal here.

Self Care Action Plan

- Identify the right balance of self-care activities for your life
- Consider one priority area in self care
- Choose an activity to improve that priority area
- Write an action plan. Start with at least one step of the action plan: What? When? How often? For how long? Where? With Whom?



What will you do?



When?



How often?

Priority Activity Action Plan:



For how long?



With Whom?

Relapse Prevention Plan

When might you get off track from your plan and get into a lapse – early phase of intermittently not doing the desired activity? Busy time at work? Vacations?

How will you know that you are getting off track?

What will you tell yourself to get back on track?

To whom will you reach out to help you get back on track before you have a relapse, when you no longer do a well-being activity?





How to Apply the PERMA Model to Develop Resilience and Well-being

Nellie Forman, M.D., M.S., Samuel Yanofsky M.D., M.S. Ed., Children’s Hospital Los Angeles

PERMA Model Components

Importance of PERMA Model

- The PERMA Model is a framework in positive psychology that employs five core elements to flourish and achieve long-lasting happiness.
- Application of PERMA can help us lead a life full of meaning, fulfillment and happiness.
- The five components of PERMA provide a framework in order to create a genuine and consistent state of contentment.
- When we feel positive emotions, we perform better, develop stronger relationships, and have better self-regulation.
- Finding flow is when our highest strengths meet our greatest challenges and we feel engaged in our activities.
- Achievement helps build self-esteem and provides a sense of accomplishment.

Resilience

- Resilience allows us to adapt well in the face of adversity, trauma, tragedy and sources of threat.
- Developing resilience allows us to respond to stress in a healthy and adaptive manner so that personal goals are achieved at minimum psychological and physical cost.
- Resilient physicians focus their energy on cultivating relationships with family and friends and spend their time doing enjoyable activities.

Positive Emotions

Feeling love, joy, and pleasure. This element encourages us to focus on optimism and view life with a constructive perspective. Rather than focusing on “the lows” in life, we should embrace positive emotions and be hopeful about future outcomes.

Engagement

Being in flow and focused on our activities. This element encourages us to be present during activities and attempt to find a state of “flow” or immersion into a task.

Relationships

Having healthy, supportive, and rewarding connections with others. We thrive on connections and intimacy and fostering these relationships is critical to finding happiness.

Meaning

Giving significance to the events in our lives. This can come in the form of religion, profession, raising children, volunteer work, etc. Considering the impact of our lives can help us live a life of fulfillment.

Accomplishments

Attaining goals that support our core values. Setting and reaching our goals can give us a sense of accomplishment. These achievements can give us a sense of fulfillment and pride when they have been reached.

References:

1. Seligman, M. E. P. *Flourish: A visionary new understanding of happiness and well-being*. Free Press, 2011.
2. Zwack J, Schweitzer J. If Every Fifth Physician Is Affected by Burnout, What About the Other Four? Resilience Strategies of Experienced Physicians. *Academic Medicine*, Vol. 88, No. 3, March 2013.

Use PERMA for Your Well-Being

” P: What can you do to increase positive emotions in yourself?

Write your goals here. Need help? Try to make your goal as specific as you can. The more specific and concrete your goal is (e.g. I will write in my gratitude journal 5 nights a week for the next 2 weeks.) the more you're likely to achieve it.

” E: What “flow” activities can you do regularly?

Write your goal here. Need help? Make your goal around something important and enjoyable to you. What makes you lose track of time? Think about goals that can positively shape your life.

” R: What relationships can add positivity resonance to your life? What can you do to increase positive interactions?

Write your goal here. Need help? Try to think about relationships which bring a smile to your face. How can you spend more meaningful time with them?

” M: What activities are meaningful to you and how can you include them in your professional and personal life?

Write your goal here. Need help? Try to think about what matters most and what brings joy to your life. Track your progress in a journal or phone app. Observing your progression over time through pictures or data can be a great motivational tool.

” A: What goals can you pursue that align with your values and passions and that you can achieve successfully?

Write your goal here. Need help? Try to think about your values, and strengths. Think about the achievements you have received in your life. What will make you proud and leave a legacy?

Heart Rate Variability (HRV) and Coherence

What is Heart Rate Variability?

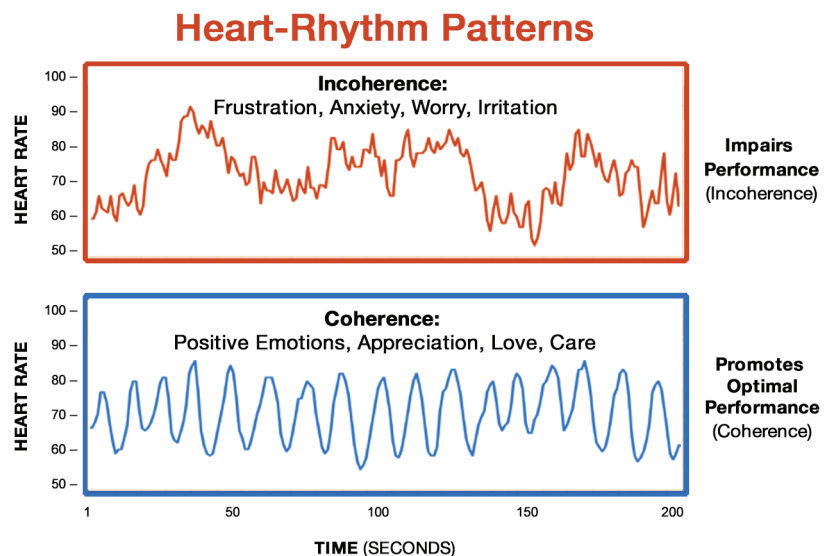
Heart rate variability (HRV) is a measure of the normally occurring beat-to-beat changes in heart rate. These fluctuations in heart rate result from complex, nonlinear interactions among several different physiological systems. HRV is an Indicator of Self-Regulatory Capacity, Autonomic Function and Health.

According to over 400-peer-reviewed journal articles, people who practice with HRV biofeedback to generate a state of coherence report improved attention and mental clarity, less pain, improved energy levels and better sleep.

What is Coherence and how can it help you?

Coherence is a physiological state that is important for us to build resilience and maintain our mental, emotional, and physical well-being. Coherence can be used to describe any system, including the human body, when there is orderly and harmonious connectedness between parts. Borrowing from physics, when we are in a coherent state, virtually no energy is wasted. This is because our systems are performing optimally and there is synchronization between the heart, lungs, nervous system, endocrine system, and immune system.

Our emotions affect our body more than our thoughts. We can generate a state of coherence by shifting to a positive emotional state. These include compassion, care, gratitude or appreciation. In contrast, we can become incoherent when we experience negative attitudes or emotions, such as anger, fear or anxiety.



Shift and Lift™ Technique

The Shift and Lift Technique raises your vibration which can have an uplifting effect.

You can “*feed the field*” with higher vibrations which can have an uplifting effect on yourself and others.

Step 1 Heart-Focused Breathing™

Focus your attention in the area of the heart. Imagine your breath is flowing in and out of your heart or chest area, breathing a little slower and deeper than usual. Find an easy rhythm that’s comfortable.

Step 2 Activate feelings of kindness, appreciation, genuine connection or an attitude of deep listening.

Suggestion: If you can’t connect with a heart feeling, try to recall a time when you felt a kind, deeper connection with someone. If that is challenging, just breathe appreciation for something for a while to help raise your vibration and to help settle your energies.

Step 3 Radiate these heart qualities to raise your vibration and help lift the energy field environment that surrounds you.

Shift and Lift Quick Steps

1. Heart-Focused Breathing™
2. Activate
3. Radiate

Practice the Shift and Lift Technique:

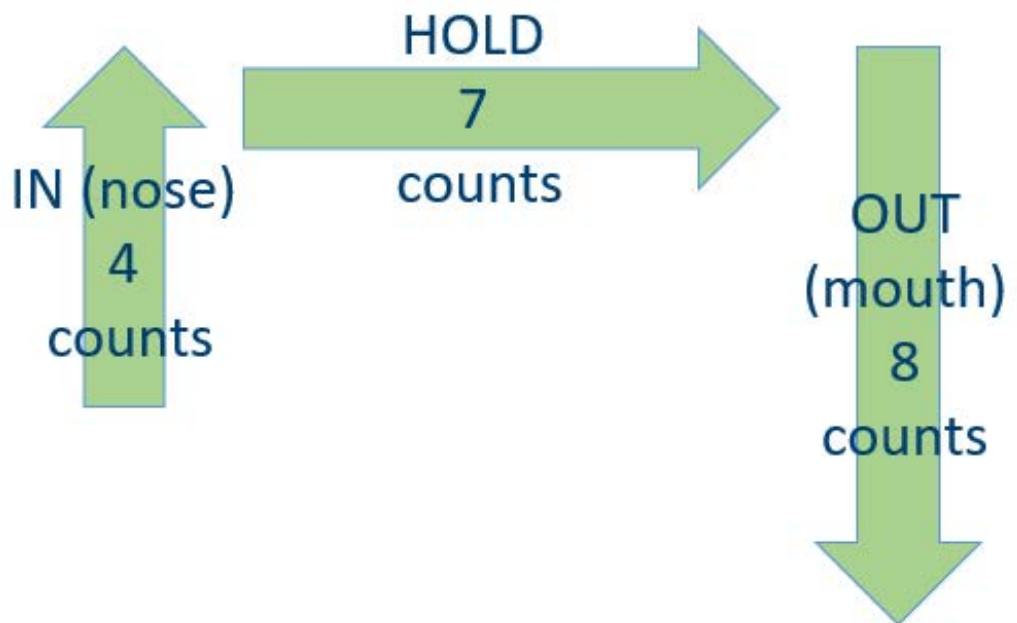
- Before and during interactions, performance reviews, phone calls, going on duty, working on a project, etc.
- As a team, before meetings, conference calls, or team practices for 1-2 minutes.
- To reset when drama or resistances arise.
- All team members can practice the Shift and Lift Technique to help lift the field environment.

5

Finger Breathing



4-7-8 Breathing



Promoting a Workplace Culture of Well-Being

To promote your own wellness and a greater culture of well-being in your workplace, what will you do to:

- Develop and leverage your leadership skills
- Build on your daily work/social interactions and opportunities

Personal Action Plan

Workplace happiness self-reward.

Think of small reward(s) which you can give to yourself next time you do an excellent job and make a list of them.

Workplace happiness focus on one task at a time.

Prioritize your to-do list and focus on dealing with the more important tasks first for the day.

Reflect and discuss: What is your first step?



Gratitude Exercises

Gratitude Exercise

Email or text a thank you or write down 3 good things in your life

Acts of Kindness Exercise

Email or text an offer of assistance to a family member or friend. Do 4 more acts of kindness later today or tomorrow.

Gratitude by Mental Elimination

Think of something good in your life. Then imagine what your life would be like without it. Write down the ways your life would be different without it.

Meaning Exercise

Consider an aspect of work that consistently brings you a sense of meaning, purpose or satisfaction.

Write your goal here. Need help? Try to make your goal measurable. Track your progress in a journal or phone app. Observing your progression over time through pictures or data can be a great motivational tool.

Other Exercises

Best Possible Self

Foster optimism by imagining a positive future. Spend a few minutes writing a narrative description of your “best possible future selves.”

Self-Eulogy

Consider your values from the perspective of others. How would they speak about you at your funeral? What values surface? Next, you assess how well you are living a life consistent with your values

Smile More

It's important to practice “real smiles” where you use your eye sockets. Become comfortable with smiling. Practice smiling in front of the mirror at home.

Appreciate someone in your life

Appreciate the good things about someone important in your life. When you're with that person take the time to notice and acknowledge these things and share with them.

Find your “Flow” activities

Set up your life so that you are participating in activities you do well, you love and when you're doing them nothing else matters.

Meaningful Photos

Review one photo you already have on your wall, table or phone and write down what brings meaning to them.

Positive Reminiscence

- Think about an event from the past that evokes positive emotions and visualize the event as much as possible.
- Focus on the pleasant feelings that you experience.
- Relive the experience fully to increase the intensity and duration of the positive feelings.



Outdoor Activities

The Savoring Walk

A stroll outside can help build lasting happiness.

Take a 20-minute walk and observe the sights, sounds, and smells you encounter—freshly cut grass, an epic skyscraper, a stranger’s smile. Each time you notice something positive, take the time to absorb it and think about why you enjoy it.

The Awe Walk

When was the last time something took your breath away?

Awe can be found in almost any environment, turning a mundane experience into a flight of inspiration and wonder.

Look for two key features: physical vastness and novelty.



Positive Health and Well-Being Resources

- Benson Henry Institute for Mind Body Medicine: massgeneral.org/bhi/
- Global Positive Health Institute: positivehealth.world
- The Greater Good Science Center: ggsc.berkeley.edu
- Greater Good in Action: ggia.berkeley.edu
- International Positive Psychology Association: ippanetwork.org
- Stanford University - Center for Compassion and Altruism Research and Education: ccare.Stanford.edu
- University of Pennsylvania - Positive Psychology Center: ppc.sas.upenn.edu
- Yale University - Center for Emotional Intelligence: ei.yale.edu
- positivepsychology.com

HOW STRESS AFFECTS THE BODY

Zzzzz
Chronic Fatigue

60% to 80% of primary care doctor visits are related to stress, yet only 3% of patients receive stress management help.

JAMA Intern Med. 2013;173(1):76-77

Headaches, Dizziness, ADD/ADHD, Anxiety, Irritability & Anger, Panic Disorders

Grinding Teeth & Tension in Jaw

Increased Heart Rate, Strokes, Heart Disease, Hypertension, Diabetes Type I & II, Arrhythmias

Digestive Disorders, Upset Stomach, Abdominal Pain, Irritable Bowel Syndrome

Weight Gain & Obesity

Decreased Sex Drive

Muscle Tension, Fibromyalgia, Complex Regional Pain Syndrome



Stress affects the entire body and can cause many other problems.

42% of Americans report lying awake at night due to stress

American Psychological Association Stress in America Report 2013

DECREASED ENERGY LEVEL, MOOD & APPETITE

Stress Facts

Understanding the mechanics of stress gives you the advantage of being more aware of and sensitive to your own level of stress and knowing when and how to take proactive steps. This increased awareness also helps you to better care for your family, friends and colleagues.

Here are a few stress facts that many people are unaware of:

■ **Fact #1: Your body doesn't care if it's a big stress or a little one.**

The human body doesn't discriminate between a BIG stress, or a little one. Regardless of the significance, stress affects the body in predictable ways. A typical stress reaction, which most of us experience dozens of times each day, begins with a cascade of 1,400 biochemical events in your body. If these reactions are left unchecked we age prematurely, our cognitive function is impaired, our energy is drained, and we are robbed of our effectiveness and clarity.

■ **Fact #2: Stress can make smart people do stupid things.**

Stress causes what brain researchers call "cortical inhibition." The phenomenon of cortical inhibition helps to explain why smart people do dumb things. Simply said, stress inhibits a small part of your brain and you can't function at your best. When we are in coherence – a state where we are cognitively sharp, emotionally calm, and we feel and think with enhanced clarity – the brain, heart and nervous system are working in harmony. This state of coherence facilitates our cognitive functioning – we are actually operating at peak performance mentally, emotionally and physically.

■ **Fact #3: People can become numb to their stress.**

We can be physiologically experiencing stress yet mentally numb to it because we've become so accustomed to it. Some have become so adapted to the daily pressures, irritations and annoyances of life that it starts to seem normal. Yet the small stresses accumulate quickly and we may not realize how much they're impairing our mental and emotional clarity and our overall health until it shows up as a bad decision, an overreaction or an unwanted diagnosis at the doctor's office.

■ **Fact #4: We can control how we respond to stress.**

We don't need to be victims to our own emotions, thoughts and attitudes. We can control how we respond to stress and we can become more sensitive to stressful situations and how they are affecting us before it manifests as a physical, mental or emotional complaint. There are simple, scientifically validated solutions to stress that empower people to rewire their own stress response.

■ **Fact #5: The best strategy is to handle stress in the moment.**

The best way to manage stress is to deal with it the very moment you feel it come up. Millions of Americans unsuccessfully use the binge-and-purge approach when it comes to stress. They stress out all day, believing that they can wait until later to recover when they go to an evening yoga class, go to the gym or chill out when they take the weekend off. Unfortunately, when we put off going for our own inner balance our bodies have already activated the stress response and it's our health that suffers.



HeartMath's research shows how emotions change our heart rhythm patterns. Positive emotions create coherent heart rhythms, which look like rolling hills – it's a smooth and ordered pattern. In contrast, negative emotions create chaotic, erratic patterns. Using a heart rhythm monitor, you can actually see your heart rhythms change in real time as you shift from stressful emotions like anger or anxiety to positive feelings like care or appreciation. Coherent heart rhythm patterns facilitate higher brain function, whereas negative emotions inhibit a person's ability to think clearly. Coherent heart rhythms also create a feeling of solidity and security.

The Mysteries of the Heart

A Tidbit

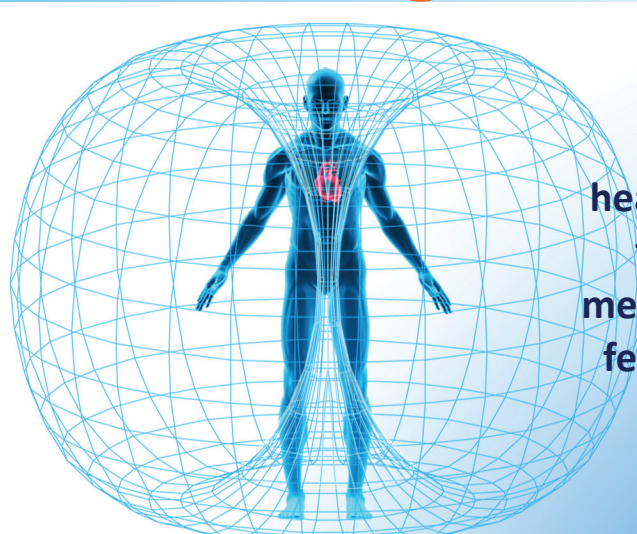
Research explains how the physical and energetic heart plays an extraordinary role in our lives!



Our heart rhythms affect the brain's ability to process information. The heart has 40,000 sensory neurons involved in relaying ascending information to the brain.

Another Tidbit

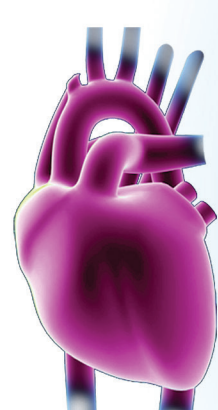
Did you know?



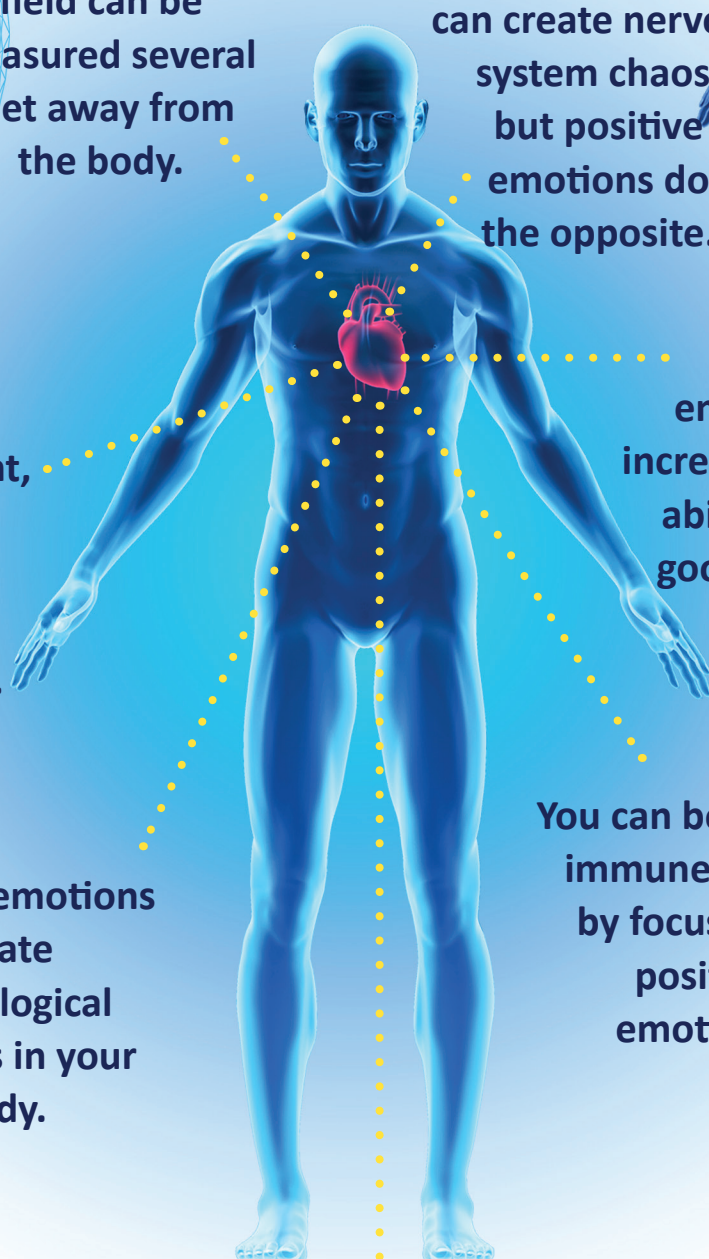
The human heart's magnetic field can be measured several feet away from the body.



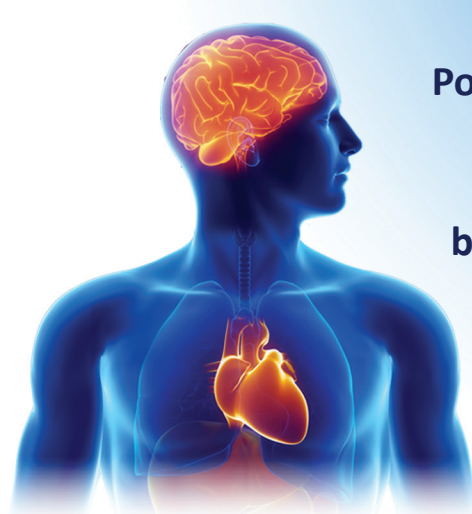
Negative emotions can create nervous system chaos, but positive emotions do the opposite.



In fetal development, the heart forms and starts beating before the brain begins to develop.

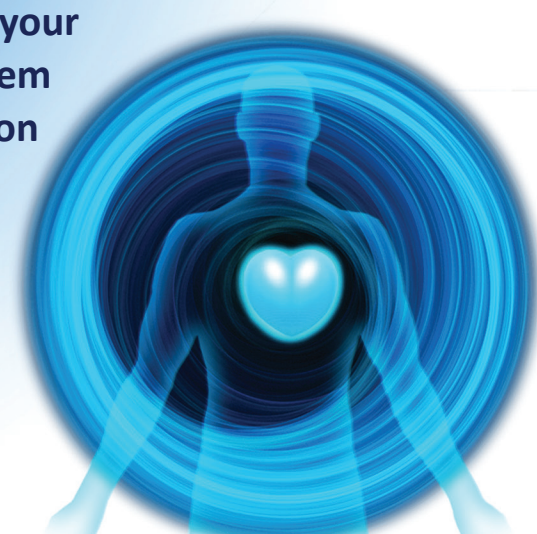


Positive emotions can increase the brain's ability to make good decisions.



Positive emotions create physiological benefits in your body.

You can boost your immune system by focusing on positive emotions.



A mother's brainwaves can synchronize to her baby's heartbeats even when they are a few feet apart.



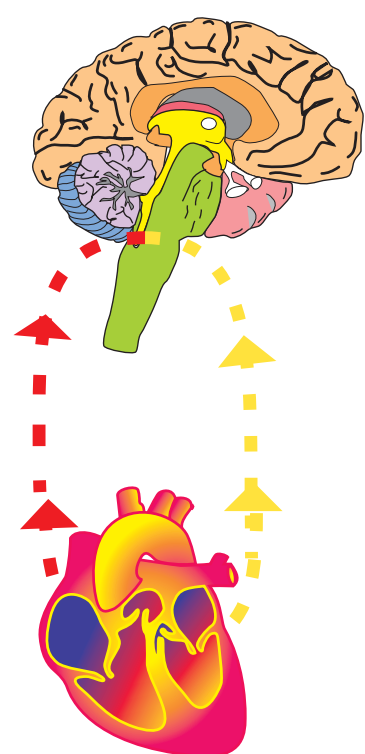
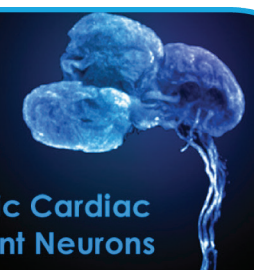
Did you know the heart has a brain of its own?



Dr. J. Andrew Armour introduced the term, "heart brain," in 1991. Armour showed that the heart's complex nervous system qualified it as a "little brain."

The heart brain, like the brain proper, has an intricate network of neurons, neurotransmitters, proteins and support cells. It can act independently of the cranial brain and has extensive sensory capacities.

Intrinsic Cardiac Afferent Neurons



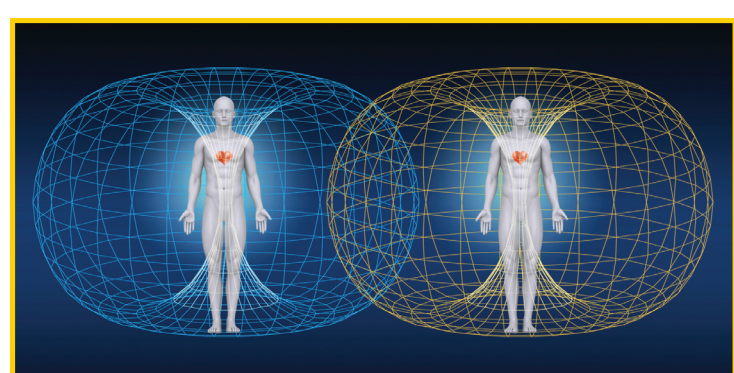
Scientists at the Institute of HeartMath have conducted research on emotional energetics, coherence, heart-brain connection, heart intelligence and practical intuition.

The heart sends signals to the brain that can influence:

- ▶ perception
- ▶ emotional experience
- ▶ higher mental processes



Did you know?



Your heart emits an electromagnetic field that changes according to your emotions.

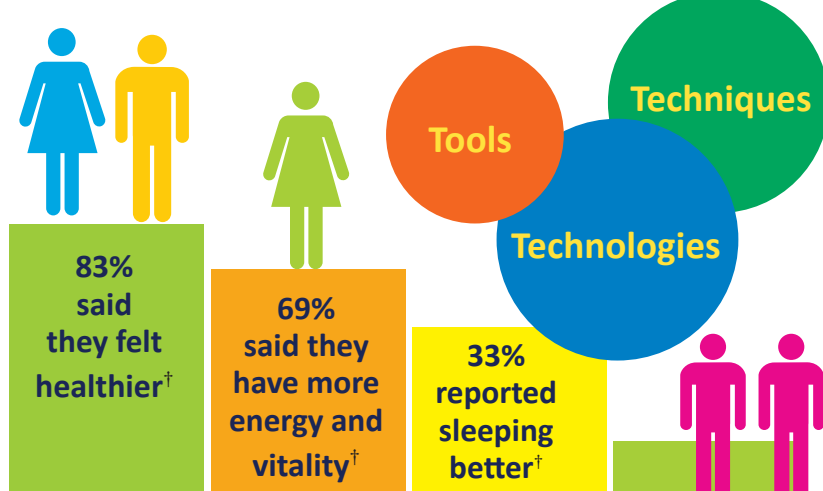
Others can pick up the quality of your emotions through the electromagnetic energy radiating from your heart.

Heart-Brain Factoids



- The heart has a system of neurons that have both short- and long-term memory, and the signals they send to the brain can affect our emotional experiences.
- The heart sends more information to the brain than the brain sends to the heart.
- Coherent heart rhythms help the brain in creativity and innovative problem-solving.

The Institute of HeartMath's applied research is solution oriented.



75% of adults experience moderate to high levels of stress.



These facts are brought to you by the Institute of HeartMath Research Center, where ongoing research is being conducted to help explain the connection and role of the heart in our emotion-based experiences.

Help support our continuing research. Donate to IHM's Research Fund. Go to: <http://store.heartmath.org/IHM-Research-Projects.html>

+ ❤️ HeartMath Institute

Notes