



The goals of this session are:

- To engage in self-analysis of routines and activities that promote a personal sense of balance
- To learn planning and prioritization strategies for managing the finite resources of time and energy

At the end of this session, you will be able to:

- Analyze your own self-care needs and preferences
- Identify your personal energy patterns and preferred workflow
- Identify your priorities across life domains
- Describe time management strategies that can reduce stress

Energy management is...

Balancing energy output and energy input to optimize function in daily activities

Self-care activities are...

“performed with the intention of improving or restoring health and well-being, as well as treating or preventing disease” (Strömberg, Jaarsma, & Riegel, 2012)

Self-reflection Item 1: My Self-Care Activities

<p><u>Social/Emotional</u></p> <p>Write (journal, free write, letter-writing) Talk to or text a friend or loved one Self-compassion (Metta) meditation Watch a video that makes you laugh or smile Cuddle with pet or a loved one Take a social media or screen break Take a “daycation” or “half-daycation” Say “no” to something Help someone</p>	<p><u>Sensory</u></p> <p>Go outside Hang out in a different part of your home Lay on the floor Listen to calming music or nature sounds Listen to exciting/joyful music Use scented oils, lotions, or candles Take a bath or shower Sit in the sun Watch the clouds or birds or stars</p>
<p><u>Cognitive</u></p> <p>Read for pleasure Play a board game Work on a puzzle Play a video game Learn or practice a skill you enjoy Listen to a podcast or audiobook Watch a TED talk Plan something fun Knock something easy off of your to-do list Make a plan for the toughest thing on your to-do list</p>	<p><u>Physical</u></p> <p>Deep breathing Self-massage Go for a walk Light stretching or exercise Intense exercise Clean or do laundry Organize your space Dance Body scan or progressive muscle relaxation Have water or a snack</p>

What are some other activities that restore your energy and sense of balance?

Self-Reflection Item 2: Being Generous in Small Ways

List 3 things you can give yourself in the next week:

Self-Reflection Item 3: Identify Your Goals

My goals are well-defined when it comes to _____.

I would like to develop my goals when it comes to _____.

By the end of _____, I would like to _____.

because I think if I did then _____.

Self-Reflection Item 4: Identify A Strategy to Try

1. Improve Time Awareness

- Wear a watch
- Time an activity I can get lost in
- Log my time use for a day
- Make an intention to look check the time more often
- Set alarms

2. Prioritize

- Identify the activities I find most meaningful, effective, or valuable
- Identify activities I engage in that I do not find meaningful, effective, or valuable
- Rank the items on my to-do list
- Break down items on my to-do list into actionable chunks
- Limit my to-do list to 5 items

3. Schedule

- Put meals, sleep, and self-care on my calendar
- Be realistic about when I will have the energy to be productive
- Add "wiggle room" to my calendar

**USC Chan Division of Occupational
Science and Occupational Therapy**
Faculty Practice

To schedule an appointment with an occupational therapist, please contact us at 323-442-3340 or OTFP@chan.usc.edu

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 - Regular physical activity
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 - Healthy sleep habits
 - Lifestyle balance
 - Headaches
 - Weight management
 - Ergonomics
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- For upcoming wellness events, please visit <https://ksom.usc.edu/wellness/>
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