

**SCHOOL
MENTAL
HEALTH**

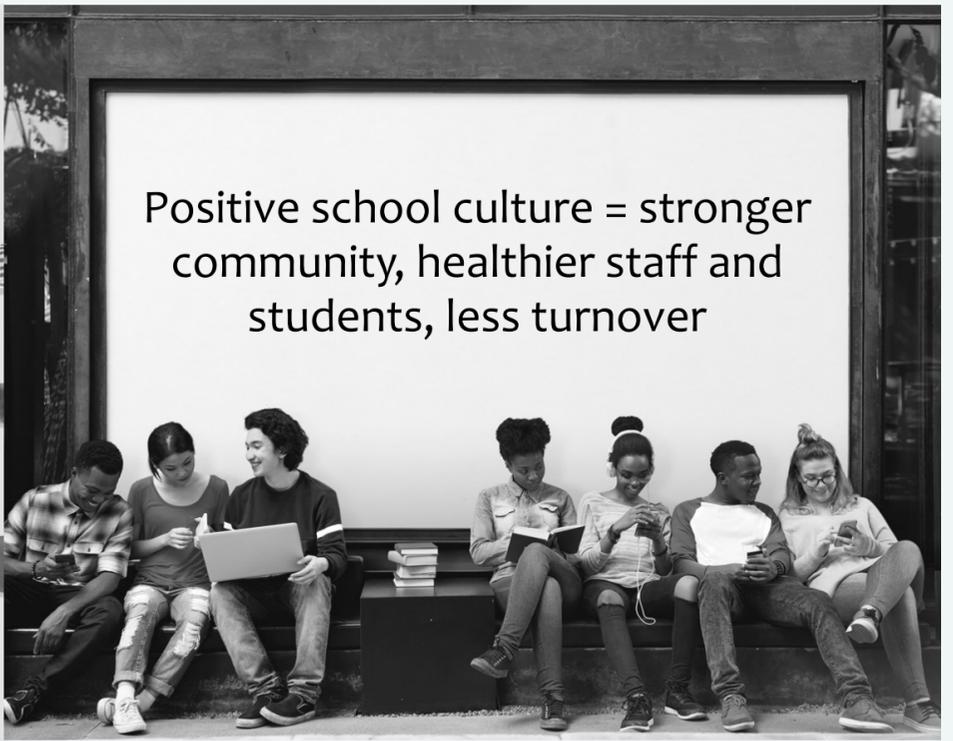
NYC Department of
Education

Caring for our Community: Supporting Self-Care for NYC's Educators



February 2019

Why do we talk about self-care?





Now What?

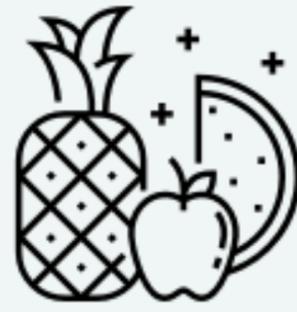
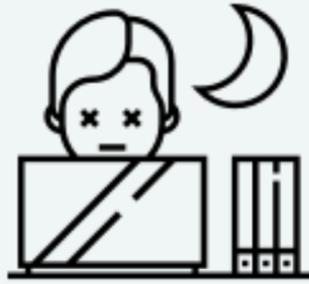


Some things you can do...

- Check in with yourself
- Go on a walk
- Draw, color, paint, write, sing, dance
- Listen to music
- Talk to your colleagues
- Talk to your friends
- Use your sick days
- Take a break
- Ask for help
- Get a massage—or give yourself one!
- Breathe, meditate, sit quietly
- See a therapist, counselor, or support group



See the attached documents for more ideas!



Helpful Activities for Self-Care

See the following pages for information on:

- Mental Health Resources
- Breathing Exercises
- Self-Massage Tips
- Professional Quality of Life Scale (Self-Assessment)
- Self-Care Assessment (Self-Assessment)
- Self-Care Wheel
- Free and Low-Cost Wellness, Mindfulness and Yoga





When You Need Mental Health Support



Text WELL to 65173



1-888-NYC-WELL (1-888-692-9355)



nycwell.cityofnewyork.us

At any hour of any day, in almost any language, from phone, tablet or computer, NYC Well is your connection to get the help you need. We can provide:

- Suicide prevention and crisis counseling
- Peer support and short-term counseling via telephone, text and web
- Assistance scheduling appointments or accessing other mental health services
- Follow-up to check that you have connected to care and it is working for you

The MAP provides confidential short-term counseling to UFT members with professionally trained mental health staff. Services include the following:

- Short-term individual counseling
- Peer support group for bereavement
- Peer support group for coping with the addiction of a loved one
- Referrals to appropriate outside services including
 - Mental health
 - Substance abuse
 - Eating and gambling disorders
 - Trauma, bereavement and loss
 - Domestic violence
 - Legal and financial counseling

Contact the MAP:
50 Broadway, 9th floor, Suite 904
New York, NY 10004
Phone: 212-701-9620
Fax: 212-514-8428
Email: mapinfo@uft.org



United Federation of Teachers
A Union of Professionals



Member Assistance Program

Mindfulness for Stress Management

Quick Calm

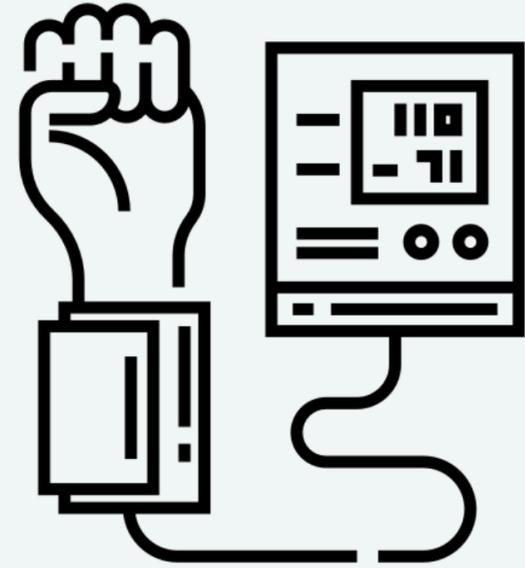
- 1 inhale deeply and hold for four seconds
- 2 think *I am warm*
- 3 exhale and think *I am calm*
- 4 repeat three times with eyes closed

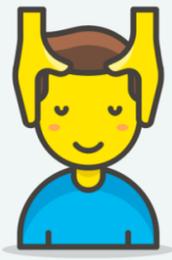
The Tranquilizer

- 1 inhale and make tight fists
- 2 hold for four seconds
- 3 exhale, relax hands and feel tension dissolve
- 4 repeat with muscle groups throughout body

Instant Vacation

- 1 close your eyes
- 2 imagine you are on a quiet beach or hilltop
- 3 feel the sun warm your hands, feet and body
- 4 stay here and relax





Exercises for Self-Massage



To refresh fingers and hands when they're tired, squeeze a tennis ball. As a bonus, the action will keep your hands strong for other self-massages. Keep a ball on your desk so you can use it regularly.

Help stimulate digestion by rubbing your tummy after a meal. Using one or both palms, rub your abdomen in clockwise circles.

Sore or tired neck? Clasp your hands together behind your neck, and apply pressure to each side of your spinal cord with the bottom of your palms. Rub up and down slowly. Then press into the trapezius muscle along the left side of your neck just under the base of your skull using the fingers on your right hand. Tilt your head to the left, then rub in downward motions, working your way to your shoulder. Repeat three times, then switch sides. The front of your neck can also get tight while you work, so finish by stretching it out. Lay your head back to allow the top of your chair to press into your neck, just below the skull, and hold it there for 20 seconds.

For tense feet, place the arch of your foot on a tennis ball (or golf ball if that seems too big), leaning one hand against a wall for support. Gradually put more body weight on the foot as the ball presses into your arch. Slowly move your foot around to target your heel, forefoot and toes. A tennis ball can also relieve tight hips. Sit on the ball, then wiggle your backside around and hold it still on areas that feel especially good. Plus, you can use a tennis ball to reach the space between your shoulder blades or in your lower back. Lie on the floor with the ball under spots that are hard to reach with your hands.

Tired eyes? A little heat can help them relax. Quickly rub your hands together until the palms start to heat up, then cup one hand over each eye to let the warmth soothe them.

Clasp your fingers together and rub the bottoms of your palms together in a circular motion to target the bottom of your palms. Without unclasping your hands, use your thumb to rub the area under the thumb of the opposite hand. Work outward in circular motions toward the center of your palm, then repeat on the other hand. Pull your hands apart and knead your wrists, palms, and the area between your fingers with your thumbs and index fingers. Gently tug each finger one by one, and finish by pinching the webbing between each finger.

Fill a tube sock three-quarters full with uncooked rice. Secure the opening with a rubber band and then pop the sock in the microwave for 2 minutes. Once it's warm, rub the sock up and down your legs for a relaxing hot massage. Better yet, add 2 cinnamon sticks and 1 tablespoon cloves for an aromatic experience. You can save the sock for future use until the spices lose their scent.

Sinuses clogged from allergies or a cold? Rub out the pressure with your fingers. Press your finger pads just above your nose and rub outward, going over your brow line. Repeat two or three times. Then place your fingers beside the bridge of your nose under your eyes, and rub down and outward. Next make small circles on your cheekbones with your thumbs, working your way out toward your ears. Finish by rubbing your temples in small circles with your thumbs.

To ease shoulder tension, cross your arms across your chest and hold your shoulders. Squeeze each shoulder three times, then work your way down your arms with your hands, pressing and releasing down to your wrists.

PROFESSIONAL QUALITY OF LIFE SCALE (PROQOL)

COMPASSION SATISFACTION AND COMPASSION FATIGUE

(PROQOL) VERSION 5 (2009)

When you *[help]* people you have direct contact with their lives. As you may have found, your compassion for those you *[help]* can affect you in positive and negative ways. Below are some questions about your experiences, both positive and negative, as a *[helper]*. Consider each of the following questions about you and your current work situation. Select the number that honestly reflects how frequently you experienced these things in the *last 30 days*.

1=Never

2=Rarely

3=Sometimes

4=Often

5=Very Often

- _____ 1. I am happy.
- _____ 2. I am preoccupied with more than one person I *[help]*.
- _____ 3. I get satisfaction from being able to *[help]* people.
- _____ 4. I feel connected to others.
- _____ 5. I jump or am startled by unexpected sounds.
- _____ 6. I feel invigorated after working with those I *[help]*.
- _____ 7. I find it difficult to separate my personal life from my life as a *[helper]*.
- _____ 8. I am not as productive at work because I am losing sleep over traumatic experiences of a person I *[help]*.
- _____ 9. I think that I might have been affected by the traumatic stress of those I *[help]*.
- _____ 10. I feel trapped by my job as a *[helper]*.
- _____ 11. Because of my *[helping]*, I have felt "on edge" about various things.
- _____ 12. I like my work as a *[helper]*.
- _____ 13. I feel depressed because of the traumatic experiences of the people I *[help]*.
- _____ 14. I feel as though I am experiencing the trauma of someone I have *[helped]*.
- _____ 15. I have beliefs that sustain me.
- _____ 16. I am pleased with how I am able to keep up with *[helping]* techniques and protocols.
- _____ 17. I am the person I always wanted to be.
- _____ 18. My work makes me feel satisfied.
- _____ 19. I feel worn out because of my work as a *[helper]*.
- _____ 20. I have happy thoughts and feelings about those I *[help]* and how I could help them.
- _____ 21. I feel overwhelmed because my case *[work]* load seems endless.
- _____ 22. I believe I can make a difference through my work.
- _____ 23. I avoid certain activities or situations because they remind me of frightening experiences of the people I *[help]*.
- _____ 24. I am proud of what I can do to *[help]*.
- _____ 25. As a result of my *[helping]*, I have intrusive, frightening thoughts.
- _____ 26. I feel "bogged down" by the system.
- _____ 27. I have thoughts that I am a "success" as a *[helper]*.
- _____ 28. I can't recall important parts of my work with trauma victims.
- _____ 29. I am a very caring person.
- _____ 30. I am happy that I chose to do this work.

YOUR SCORES ON THE PROQOL: PROFESSIONAL QUALITY OF LIFE SCREENING

Based on your responses, place your personal scores below. If you have any concerns, you should discuss them with a physical or mental health care professional.

Compassion Satisfaction _____

Compassion satisfaction is about the pleasure you derive from being able to do your work well. For example, you may feel like it is a pleasure to help others through your work. You may feel positively about your colleagues or your ability to contribute to the work setting or even the greater good of society. Higher scores on this scale represent a greater satisfaction related to your ability to be an effective caregiver in your job.

The average score is 50 (SD 10; alpha scale reliability .88). About 25% of people score higher than 57 and about 25% of people score below 43. If you are in the higher range, you probably derive a good deal of professional satisfaction from your position. If your scores are below 40, you may either find problems with your job, or there may be some other reason—for example, you might derive your satisfaction from activities other than your job.

Burnout _____

Most people have an intuitive idea of what burnout is. From the research perspective, burnout is one of the elements of Compassion Fatigue (CF). It is associated with feelings of hopelessness and difficulties in dealing with work or in doing your job effectively. These negative feelings usually have a gradual onset. They can reflect the feeling that your efforts make no difference, or they can be associated with a very high workload or a non-supportive work environment. Higher scores on this scale mean that you are at higher risk for burnout.

The average score on the burnout scale is 50 (SD 10; alpha scale reliability .75). About 25% of people score above 57 and about 25% of people score below 43. If your score is below 43, this probably reflects positive feelings about your ability to be effective in your work. If you score above 57 you may wish to think about what at work makes you feel like you are not effective in your position. Your score may reflect your mood; perhaps you were having a “bad day” or are in need of some time off. If the high score persists or if it is reflective of other worries, it may be a cause for concern.

Secondary Traumatic Stress _____

The second component of Compassion Fatigue (CF) is secondary traumatic stress (STS). It is about your work related, secondary exposure to extremely or traumatically stressful events. Developing problems due to exposure to other's trauma is somewhat rare but does happen to many people who care for those who have experienced extremely or traumatically stressful events. For example, you may repeatedly hear stories about the traumatic things that happen to other people, commonly called Vicarious Traumatization. If your work puts you directly in the path of danger, for example, field work in a war or area of civil violence, this is not secondary exposure; your exposure is primary. However, if you are exposed to others' traumatic events as a result of your work, for example, as a therapist or an emergency worker, this is secondary exposure. The symptoms of STS are usually rapid in onset and associated with a particular event. They may include being afraid, having difficulty sleeping, having images of the upsetting event pop into your mind, or avoiding things that remind you of the event.

The average score on this scale is 50 (SD 10; alpha scale reliability .81). About 25% of people score below 43 and about 25% of people score above 57. If your score is above 57, you may want to take some time to think about what at work may be frightening to you or if there is some other reason for the elevated score. While higher scores do not mean that you do have a problem, they are an indication that you may want to examine how you feel about your work and your work environment. You may wish to discuss this with your supervisor, a colleague, or a health care professional.

WHAT IS MY SCORE AND WHAT DOES IT MEAN?

In this section, you will score your test so you understand the interpretation for you. To find your score on **each section**, total the questions listed on the left and then find your score in the table on the right of the section.

Compassion Satisfaction Scale

Copy your rating on each of these questions on to this table and add them up. When you have added then up you can find your score on the table to the right.

3. _____
 6. _____
 12. _____
 16. _____
 18. _____
 20. _____
 22. _____
 24. _____
 27. _____
 30. _____

Total: _____

The sum of my Compassion Satisfaction questions is	So My Score Equals	And my Compassion Satisfaction level is
22 or less	43 or less	Low
Between 23 and 41	Around 50	Average
42 or more	57 or more	High

Burnout Scale

On the burnout scale you will need to take an extra step. Starred items are "reverse scored." If you scored the item 1, write a 5 beside it. The reason we ask you to reverse the scores is because scientifically the measure works better when these questions are asked in a positive way though they can tell us more about their negative form. For example, question 1. "I am happy" tells us more about

- *1. _____ = _____
 *4. _____ = _____
 8. _____
 10. _____
 *15. _____ = _____
 *17. _____ = _____
 19. _____
 21. _____
 26. _____
 *29. _____ = _____

Total: _____

The sum of my Burnout Questions is	So my score equals	And my Burnout level is
22 or less	43 or less	Low
Between 23 and 41	Around 50	Average
42 or more	57 or more	High

You Wrote	Change to
1	5
2	4
3	3
4	2
5	1

the effects of helping when you are *not* happy so you reverse the score

Secondary Traumatic Stress Scale

Just like you did on Compassion Satisfaction, copy your rating on each of these questions on to this table and add them up. When you have added then up you can find your score on the table to the right.

2. _____
 5. _____
 7. _____
 9. _____
 11. _____
 13. _____
 14. _____
 23. _____
 25. _____
 28. _____

Total: _____

The sum of my Secondary Trauma questions is	So My Score Equals	And my Secondary Traumatic Stress level is
22 or less	43 or less	Low
Between 23 and 41	Around 50	Average
42 or more	57 or more	High

Self-Care Assessment

Self-care activities are the things you do to maintain good health and improve well-being. You'll find that many of these activities are things you already do as part of your normal routine.

In this assessment you will think about how frequently, or how well, you are performing different self-care activities. The goal of this assessment is to help you learn about your self-care needs by spotting patterns and recognizing areas of your life that need more attention.

There are no right or wrong answers on this assessment. There may be activities that you have no interest in, and other activities may not be included. This list is not comprehensive, but serves as a starting point for thinking about your self-care needs.

1	I do this poorly	I do this rarely or not at all
2	I do this OK	I do this sometimes
3	I do this well	I do this often
★	I would like to improve at this	I would like to do this more frequently

1 2 3 ★ Physical Self-Care

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eat healthy foods
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Take care of personal hygiene
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exercise
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wear clothes that help me feel good about myself
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Eat regularly
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Participate in fun activities (e.g. walking, swimming, dancing, sports)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Get enough sleep
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Go to preventative medical appointments (e.g. checkups, teeth cleanings)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rest when sick
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Overall physical self-care

Self-Care Assessment

1 2 3 ★ Psychological / Emotional Self-Care

- Take time off from work, school, and other obligations
- Participate in hobbies
- Get away from distractions (e.g. phone, email)
- Learn new things, unrelated to work or school
- Express my feelings in a healthy way (e.g. talking, creating art, journaling)
- Recognize my own strengths and achievements
- Go on vacations or day-trips
- Do something comforting (e.g. re-watch a favorite movie, take a long bath)
- Find reasons to laugh
- Talk about my problems
- Overall psychological and emotional self-care

1 2 3 ★ Social Self-Care

- Spend time with people who I like
- Call or write to friends and family who are far away
- Have stimulating conversations
- Meet new people
- Spend time alone with my romantic partner
- Ask others for help, when needed
- Do enjoyable activities with other people
- Have intimate time with my romantic partner
- Keep in touch with old friends
- Overall social self-care

Self-Care Assessment

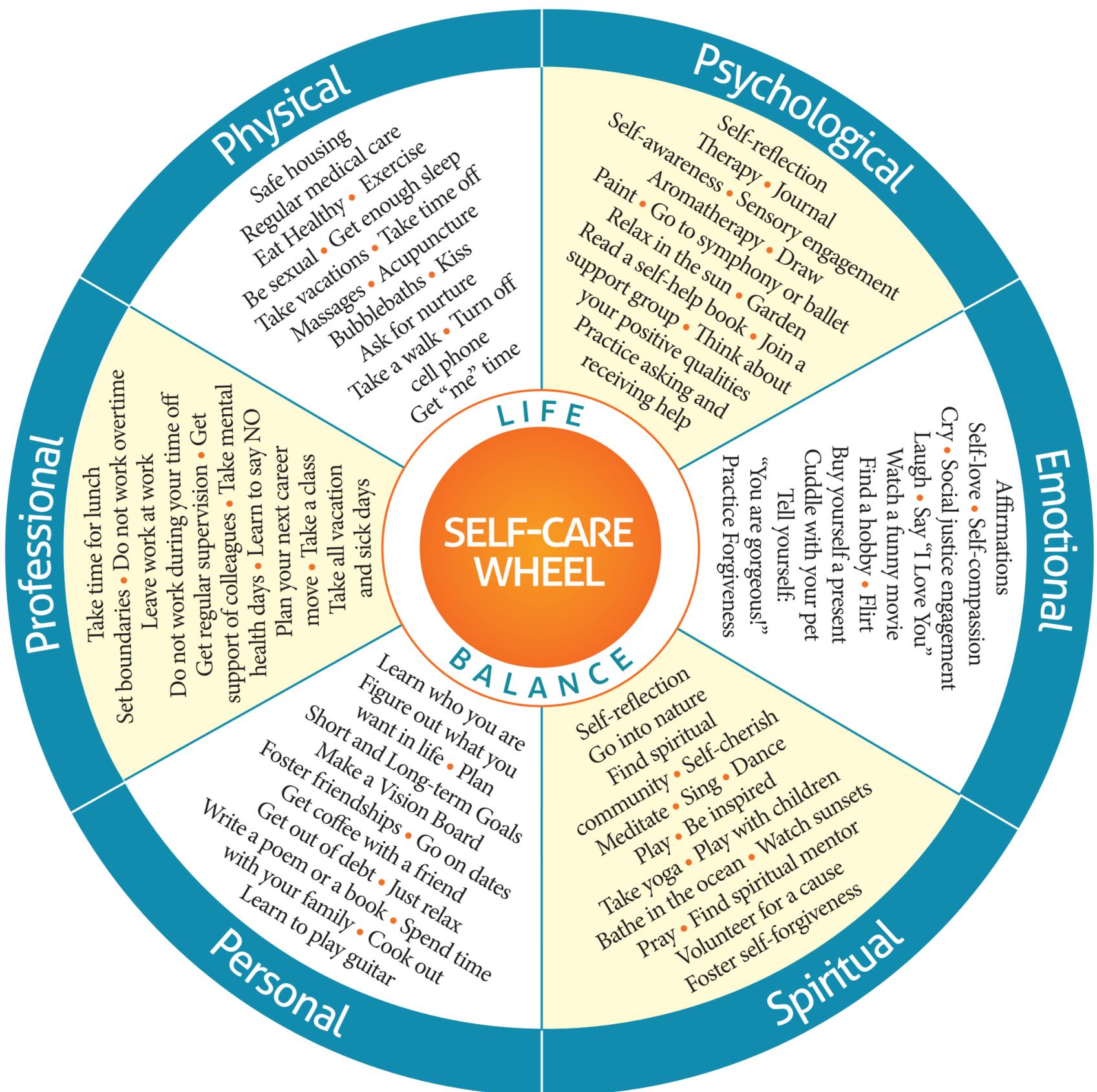
1 2 3 ★ Spiritual Self-Care

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Spend time in nature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Meditate
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pray
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recognize the things that give meaning to my life
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Act in accordance with my morals and values
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Set aside time for thought and reflection
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Participate in a cause that is important to me
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appreciate art that is impactful to me (e.g. music, film, literature)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Overall spiritual self-care

1 2 3 ★ Professional Self-Care

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Improve my professional skills
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Say “no” to excessive new responsibilities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Take on projects that are interesting or rewarding
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Learn new things related to my profession
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Make time to talk and build relationships with colleagues
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Take breaks during work
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maintain balance between my professional and personal life
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Keep a comfortable workspace that allows me to be successful
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Advocate for fair pay, benefits, and other needs
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Overall professional self-care

SELF-CARE WHEEL



This Self-Care Wheel was inspired by and adapted from “Self-Care Assessment Worksheet” from *Transforming the Pain: A Workbook on Vicarious Traumatization* by Saakvitne, Pearlman & Staff of TSI/CAAP (Norton, 1996). Created by Olga Phoenix Project: Healing for Social Change (2013).

Dedicated to all trauma professionals worldwide.

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Free and Low-Cost Wellness, Mindfulness and Yoga



- Yoga to the People
 - Donation-based yoga classes
 - yogatothepeople.com
- EM Arts
 - Art and Wellness for schools
 - em-arts.info
- Apps
 - Stop, Breathe and Think
 - Calm
 - Simple Habit



From Simple Habit

For more questions or support on mental health in schools contact School Health's Mental Health Unit at:

MH@schools.nyc.gov



References:

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