

MINISTRY HEALTH CARE



Self-Coaching Wellness Workbook & Calendar

Self-Coaching Wellness Workbook

Living a well life starts with your engagement and understanding of what a well life encompasses. However, it is also filled with challenges and requires a commitment to growing and learning new ways to increase health and happiness. Making the most out of your potential is a dream we all share. This book was designed to be your wellness guide, and to present you with opportunities to learn different ways to increase healthy and happy living.

What do we mean by living a well life?

Really, what we mean is being an active participant in your wellbeing. Wellbeing and wellness are words that have been used in many ways to describe healthy living. We like them, but they can also mean many things, so it is good to help define what they mean. Although there might be a wide range of views about what wellness

SPIRITUAL – The development of belief systems, values, and creating a world-view.

PHYSICAL – The benefits of regular physical activity, healthy eating habits, strength and vitality as well as personal responsibility, self-care and when to seek medical attention

EMOTIONAL – Self-esteem, self-control, and determination as a sense of direction.

INTELLECTUAL

 Creative and stimulating mental activities, and sharing your gifts with others.



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and wellbeing encompasses, the National Wellness Institute, along with the help of leaders in health and wellness, shared many interpretations and models of wellness, and this is what they determined **wellness** is:

- A conscious, self-directed and evolving process of achieving full potential
- Multidimensional and holistic, encompassing lifestyle, mental and spiritual well-being, and the environment
- Positive and affirming

So, how can I live a life of fulfillment?

The key to achieving your full potential, and living a well life, is to discover how different areas of your life impact others. While there are many models of wellness and wellbeing, most of them encompass main focus groupings of your life. One of the oldest and most recognized wellness models was created by Bill Hettler and the National Wellness Institute. In this model these areas are identified as:

SOCIAL – How a person contributes to their environment and community, and how to build better living spaces and social networks.

OCCUPATIONAL – The enrichment of life through work.

Now that we understand wellness and wellbeing a little bit more, let's work on applying a wellness approach to your life and start making some changes today:

STEP 1 – Choose something you want to change

Think about a behavior you want to change. Unless you have a behavior that requires immediate medical intervention, it is usually best to choose a simple one. As you gain experience with the behavior change process, you will be better able to successfully change more challenging behaviors. Think about areas of your life that are the most challenging and focus on something you feel like you want to change.

,,,,,,	behavio	<i>y</i> , 40 %	oo wan	1 10 0110	ngo.	

STEP 2 – What are the benefits of changing?

Identifying the benefits of your new behavior will help increase your motivation to change this behavior.

Examples:

- I will be happier.
- I will have more time to spend with my family and friends.
- My life will be less stressful.
- I will enjoy a higher quality of life.

Identify personal benefits you anticipate from this behavior change:

1
2
3
STEP 3 – What are your behavior change goals?
Having realistic and achievable goals are the foundations for successful lifestyle change. Using long-term and short-term goals can help you make lasting change. Think of your long-term goal as the big change you want to make, and your short-term goals are the steps to get there. As short-term goals are accomplished, the long- term goal starts to become more achievable and likely to last.
Long-term Goal
Identify the overall target for behavior change.
Example: I will manage my time to allow one hour per day for enjoyment.
What is your long-term goal?

Short-term Goals

Identify short-term goals that will create a step-by-step plan to achieve your goal.

Examples:

- I will make time for enjoyment a priority.
- I will create a "to do" list each day.
- I will arrange my "to do" list by priority.
- I will estimate the time needed to complete each task.
- I will make a "do-able" list for each day.

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Step 4 - How ready are you?

Making sure you're ready to make a change is the most critical step to improving your life. Take this quick assessment to determine your readiness. If you answer "no" to any of the questions in the following Target Behavior Test, you might consider altering your environment or priorities, consider choosing another behavior which appeals to you more or set a more achievable goal that allows you to answer "yes" to all questions in the Target Behavior Test.

qυ	estions in	the Target Behavior Test.
1.	Changir Yes	ng this behavior is important to me.
2.		positive attitude about my ability to fully change this behavior.
3.		ely to be healthier or live in a healthier ment if I change this behavior.
4.		sary, I am able or willing to spend the required to help change this behavior.

☐ Yes

☐ No

I am willing to devote the time necessary to change this behavior.	Identify hurdles that can potentially hinder you in your behavior change process and at least one solution to
☐ Yes ☐ No	overcome each hurdle you list.
6. I have chosen a target goal that I will be able	Examples of hurdles and solutions:
to measure or count. Yes No No 1. I have selected an achievable goal. (e.g., "I will	 Unexpected things may happen that will interfere with my scheduled fun time. I will adjust other priorities rather than eliminate my free time.
lose one pound per week by increasing my level of exercise" is probably a realistic goal. "I will lose twenty pounds this month" is probably an unrealistic	 I may not be able to afford the membership and personal trainer. I will search for less expensive options for exercise.
goal and may be unsafe.") Yes No 8. I can identify others who will provide support	 Sometimes I don't seem to have enough will-power. I will arrange for positive social support and remember past success when faced with obstacles.
for my behavior change.	 Financially, I need to keep my job because it pays very well. I will cut back on other expenditures and make my health change a top priority.
STEP 5 – What are the <i>helpers</i> and <i>hurdles</i> to this behavior change?	List your possible hurdles to achieving your goals: 1
Helpers and hurdles are not always part of our change planning, but they tend to play significant roles in	
how successful you will be at making a lasting lifestyle change. Identify the helpers and the hurdles so you're prepared to stay on task with your goals.	2
Examples of Helpers:	3
• I will schedule fun things so they become part of my daily routine.	
 I will join a fitness program and arrange for a personal trainer. 	List your solutions for overcoming your hurdles:
• I will purchase only heart-healthy foods.	1
 I will change jobs to allow more time with family and friends. 	
List your helpers:	2
1	
2	2
	3
3	

Step 6 – What will be your reward?

Choose enjoyable, positive rewards to motivate yourself to a successful behavior change. Make sure you reward yourself for the attainment of your short-term goals as well as your long-term goals. Rewards can be both external and internal, e. g., positive thoughts about efforts and success.

Hints about rewards:

- Take care to reward yourself with external rewards and positive thoughts about your efforts and successes.
- Reward yourself as quickly as possible when you are successful.
- Adjust your rewards as necessary.
- When you first begin to change your behavior, reward yourself each time you are successful; after your target behavior is well-established, reward yourself less frequently.
- Practice thinking positively about your decision to change, courage to change, determination to persist, and how you have succeeded in past efforts to make changes, despite challenges.

Examples of rewards:

- I will invite friends to my home to for a social or movie night.
- I will take a relaxing bicycle ride with a friend.
- I will tell myself how well I am doing and think about how I feel better, physically and mentally.
- I will treat myself to a massage.

List rewards appropriate for accomplishing your short-term goals:

1	 	 	
2			
3	 	 	

List the reward for accomplishing your long-term goal:

1.				

Step 7 – Tracking your progress

It is time to actually begin your behavior change. As a brief review:

- Consider the benefits of your behavior change.
- Be clear about your goals.
- Use helpers that you believe will be successful.
- Plan to encounter and overcome hurdles.
- Alter your environment to support your lifestyle changes.
- Be sure to reward yourself.
- Have fun

Record your progress as you work through your behavior change. Record keeping can help you to be

successful. By observing your progress you can discover reasons for success or failure.

Use this month-by-month guide to track healthy behaviors, learn simple tips to keep you focused, and to follow your progress as you strive for a better you.

Most people are not successful in their first attempt to modify health behaviors. Learning from failures and being persistent are two qualities of people who are ultimately successful.

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Develop a "HABIT"

Highly

Automatic

Behavior

Intensified Over

Time

A healthy lifestyle is made up of a whole collection of small daily decisions. The decision to drink water instead of soda may seem unimportant, but when spread out over a week, a month or even a year can lead into development of newer habits that result to a more healthier and happier you.

CHALLENGE

For each day in the week, check off the color coded boxes on the calendar below that you successfully achieved on a daily basis. The different colors represent a specific activity followed by specific guidelines for achieving a healthier lifestyle. If you did not complete it, do not check the box. The goal is to have all four checked off daily.

Guidelines

- **Exercise:** Complete at least 30 minutes of exercise daily.
- ☐ Sleep: Get 6 to 8 hours of sleep daily.
- ☐ **Vegetables:** Consume at least 3 to 5 servings of vegetables every day.
- Water intake: Take your body weight divided by 2. This will determine the number of ounces of water you should consume on a daily basis. (Ex. 130 lbs./2 = 65 ounces of water daily)

By Saturday and Sunday, chose something health-related you want to complete on that day. For example, create a list of ten things you are grateful for. Be creative!

APRIL 2016

Sunday	Monday Tue		Tues	day	Wedne	esday	Thursday		Friday		Saturday
									1		GOAL
3	4		5		6		7		8		GOAL
10	11		12		13		14		15		GOAL
17	18		19		20		21		22		23 GOAL
24	25		26		27		28		29		GOAL
It is a good recomm of goals that you we can be short-term o you can list both she help you make lasti	ant to accomplish r long-term goa ort-term and lon	nth. They calendar,	What is yo	our goal this m			otivation and re this goal thi			w am I rewarding complish my goals?	

The Fastest Way to Get Fit ... "HIIT"

High-Intensity Interval Training (HITT) involves alternating between all-out efforts and lower intensity. Try starting with 30 seconds of running on the treadmill or outside as fast as you can. After 30 seconds, slow down to a walking pace for 1-3 minutes of recovery. Repeat 9 times, for a total of 10 intervals.

reduce risk of heart disease and diabetes.

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Remember to track and record your challenges!

MAY 2016

Sunday	Monday	Tu	esday	Wednes	day	Thursd	ay	y Friday		Saturday
1	2	3		Family Crisis Cer 5k Race/Recreati Walk		5		6		7 GOAL
8	9	10		11		12		13		PedaLoops – A Spring Cycling Tour
15	16	17		18		19		20		GOAL
22	23	24		25		26		27		28 GOAL
29	30	31								
Performing 30 minute a week totals 150 Regular exercise each burn calories, brigh	your g month	oals last your								

Team Up Together

The benefits of having a friend join you in exercise go beyond moral support.

Having company for workouts will help...

- Relax you and make you feel more calm
- Commit you to your workout regimen
- Increase motivation

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JUNE 2016

Sunday	Monday	Tuesday	We	dnesday	Thur	sday	Frie	day	Saturday		
			1		2		3		Walk Wisconsin		
5	6	7	8		9		10		GOAL		
12	13	14	15		16		17		GOAL		
19	20	21	22		23		24		25 GOAL		
26	27	28	29		30						
day is a sm	nute walks each art strategy for ssure control.	My goals this month a	What is my motivation and inspiration to help achieve this goal this month?			Identify personal benefits you anticipate will happen from achieving this goal (feeling better, more energy, improved self-confidence):					

Eat Fresh Fiber

One of the healthiest things you will ever do is eat more raw fruits and vegetables. Pick your favorite fruit or vegetable or try something new each week and consume it more often. Make an effort to consume some form of raw fruit or vegetable with every meal or snack daily.

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JULY 2016

Sunday	Monday	,	Tuesday	Wednesday	Thursday	Friday	Saturday
Organic Strawberri power to lower blooc tops to the tip, and have the pe	l sugar. Pick strawb	erries that a erries becau	are red from the use they won't				GOAL
2	3	4		5	6	7	8 GOAL
9	10	1	1	12	13	14	GOAL
16	17		8	19	20	21	22 GOAL
23	24	2	5	26	27	28 	29 Celebrate Plover Day & Cycling Tour
30	31	уо		, what kept you from re goal? (time, motivation,		olan to overcome obstacl from reaching your goal	at is your goal this th?

Limit Empty Calories

The typical American diet is full of processed foods containing high amounts of fat, sugar and salt.

Most processed foods like cookies, chips, candy and sugar-sweetened beverages are considered empty calorie foods because they have little to no nutritional value but contribute to excess calories and weight gain.

Making simple switches like replacing sugar-sweetened beverages with water, choosing grilled meats instead of fried and choosing whole fruit instead of fruit juices creates a calorie reduction that can lead to weight-loss.

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- **Vegetables:** Consume at least 3 to 5 servings of vegetables every day.
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By Saturday and Sunday, choose something health-related you want to complete on that day.

Remember to track and record your challenges!

AUGUST 2016

Sunday	Monda	y	Tuesday		Wedn	esday	Thursday		Friday		Saturday		
	1		2		3		4		5		The Boys and Girls Club Bike-a-thon		
7	8		9		10		11		12		GOAL		
14	15		16		17		18		19		20 YMCA Duathlon		
21	22		23		24		25		26		27 GOAL		
28	29		30		31		The average soft drink is at least 20 ounces and contains 250 calories, which is equal to 15 teaspoons of sugar. The American Heart Association recommends 9 teaspoons of sugar per day for men and 6 teaspoons of sugar per day for woman.						
			My goals this mo	onth are:		Vhat is my moti o help achieve t	you anticipate will is goal:						

Eat Breakfast

Research has found that eating breakfast is likely to improve cognitive functioning related to memory and provides you with the energy and nutrients that lead to increased concentration. Reach for these foods for a quick and healthy breakfast during those busy mornings.

- Apple slices with peanut butter
- Boiled eggs and a piece of fruit
- Greek yogurt with granola and fresh berries

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By Saturday and Sunday, choose something health-related you want to complete on that day.

Remember to track and record your challenges!

SEPTEMBER 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	GOAL
4	Rosholt Labor Day Run	6	7	8	9	GOAL
11	12	13	14	15	16	17 GOAL
18	19	20	21	22	23	24 Hard Rocks Hiking Challenge
25	26	27	28	29	30	
			ot, what kept you from reach ur goal? (time, motivation, et			/hat is your goal this nonth?

Don't Eat When You're Stressed

Eating when you're stressed damages your body and upsets your digestive system. This causes food to not digest properly in the intestines and upsetting the balance of good and bad bacteria in your gut. Stress eating also hinders the intestine's ability to break down and absorb key nutrients.

Eating when you're stressed leads to unconscious eating, resulting in eating more and reaching for unhealthy and highly processed foods which can lead to weight gain.

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By Saturday and Sunday, choose something health-related you want to complete on that day.

Remember to track and record your challenges!

OCTOBER 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
cupboard, dr minute wall	stressed and temp ink a glass of wate c instead. Wheneve where you feel caln	r and go for a five er possible, eat in				GOAL
2	3	4	5	6	7	8 Lettie's River Run
9	10	11	12	13	14	15 Moon Walk
16 St. Brons Marathon	17	18	19	20	21	22 GOAL
23	24	25	26	27	28	29 GOAL
30	31	My goals this month ar		otivation and inspiration e this goal this month?	Identify personal benefits happen from achieving tl	

Practice Sleep Hygiene

Too little sleep can lead to increased stress levels, compromised metabolism increasing weight gain, suppressed immune system, depression, and a host of other health problems. According to the National Institute of Health, 7 to 8 is the number of hours of sleep adults need daily.

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Remember to track and record your challenges!

NOVEMBER 2016

Sunday	Monday	Tuesday	Wednesd	ay Thursday	Friday	Saturday
		1	2	3	4	5 GOAL
6	7	8	9	10	11	GOAL
13	14	15	16 	17	18	GOAL
20	21	22	23	24 Turkey Trot at Bukolt Park	25	26 GOAL
27	28	29	30	Go to bed and g	room quiet, dark, and at a get up at the same time eve elp your body know when	ery day. A consistent
		Did you reach your goals last month?	If not, what kept you fr your goal? (time, motiv			What is your goal this nonth?

Embrace Gratitude

One of the most reliable ways to boost your health, happiness, and connection with others is also one of the simplest: giving thanks.

Keeping a gratitude journal and writing your thoughts on paper allows you to consciously note your appreciation for all the good things and people in your life. When you're scared or angry, practicing gratitude in this way can help you put things into perspective, ease your anxiety, and improve your mood. Below are tips to help you document gratefulness more frequently.

- 1. **Reflect** Note 2-3 things you're grateful for, such as you had a balanced meal for breakfast.
- 2. **Go deep** Express your emotions about things you experience. How did you feel?
- 3. **Be real** record the good in your life, but also challenges and setbacks and what you learned from them.
- 4. Make it a habit Keeping a gratitude journal weekly is the best way to establish consistency.

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DECEMBER 2016

Sunday	Monday	Tuesda	y Wed	dnesday	Thursday	Friday	Saturday
				'		2	3 YMCA Annual Frostbite Race in Stevens Point
4	5	6	7	8		9	GOAL
11	12	13	14	1	15	16	17 GOAL
18	19	20	21	2	22	23	24 GOAL
25	26	27	28 	2	29	30	GOAL
		l am grateful for:		My goals this month ar	inspiratio		ırd: How am I rewarding If if I accomplish my goals?

Put Your Goals into Practice

It's that time of year. Dedicate the time and effort toward setting goals on things you want and can accomplish that will bring richness and joy to your life.

Use this framework to help you get stared setting a goal. Think about a new goal you'd like to set for a desired behavior change. Transform your goal into a process by filling in the blanks below:

What would you like to change?
"I want to figure out how to(the
change you want to see) by trying
(how you plan to do it). If I get stuck or the process
makes me unhappy, I will also try or
until I learn what works for me. I will search
for a solution and update my thinking whenever I see
(a negative emotion, like loss of joy,
or a relapse to my old way). I am the designer of my
own behavior"

CHALLENGE

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JANUARY 2017

Sunday	Mon	day	Tuesd	lay	Wedi	nesday	Thur	sday	Fri	day	Saturday	
1	2		3		4		5		6		7 GOAL	_
8	9		10		11		12		13		GOAL	
15	16		17		18		19		20		GOAL	_
22	23		24		25		26		27		GOAL	
29	30		31									
It is the new year! Did you accomplish all you wanted in 2016?	What a	re your long-	term goals for 2			ome short-term (these goals?	goals to help			an to overcome o from reaching	those obstacles that your goal?	

Hydrate and Drink Up!

Water is crucial to keeping you healthy. A recent study found that subjects who drank ½ liter (about 2 cups) of water before each meal lost about 4 ½ more pounds over 12 weeks than those who didn't.

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Remember to track and record your challenges!

FEBRUARY 2017

Sunday	Monday	Tuesday Wo		dnesday Thursday		rsday	ıy Friday		Saturday
			1		2		3		GOAL
5	6	7	8		9		10		GOAL
12	13	14	15		16		17		GOAL
19	20	21	22		23		24		25 GOAL
26	27	28		Set a reminder to drink one cup of water every hour to stay hydrated throughout the day.					
	How's it going? Are you finding reaching your goals to be a doable task?	My goals this month are		What is my motivation and inspiration to help achieve this goal this month?					

Set Positive Intentions Daily

Practice setting positive intentions daily to create more ease, happiness, and growth in your life.

Try this simple daily practice for 10 days and see the connection between your intentions and your experiences.

- 1. Set a positive intention first thing in the morning. (ex: My intention is not to be stressed today)
- 2. Write it down. Carry it with you. Read it to remind yourself how you plan to experience that intention.
- 3. Check in at the end of the day and make a list of the experiences that reflect your intention.
- 4. Repeat for 10 days. Then, look back at your notes and enjoy what you see.

CHALLENGE

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MARCH 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	GOAL
5	6	7	8	9	10	GOAL
12	13	14	15	16	17	GOAL
19	20	21	22	23	24	25 GOAL
26	27	28	29	30	31	
			ot, what kept you from reach r goal?	that kept you from t		hat is your goal this onth?

Unplug the Electronics

Technology use before bed is problematic. Screen time tricks the brain and keeps the brain alert and delays the natural release of relaxation. Turning off social media and finding contentment in our present space is a welcome skill. Unplug all electronics at least 1 hour before bedtime so you can have a relaxing and restful sleep.

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APRIL 2017

Sunday	Mondo	ıy	Tuesda	ıy	Wed	dnesday	Thu	ırsday	Friday		Saturday
Being enclosed in a technology-filled bubble weakens your connection to nature, and you begin to forget about the simple things.											GOAL
2	3		4		5		6		7		8 GOAL
9	10		11		12		13		14		15 GOAL
16	17		18		19		20		21		22 GOAL
23	24		25		26		27		28		29 GOAL
30			My goals this	month are	:	What is my mo to help achieve	tivation and this goal th	d inspiration nis month?		sonal benefits n achieving th	you anticipate will is goal:

For more information about local events, go to: activeportagecounty.com

Ministry would like to thank Digicopy, Portage County Health and Human Services, and Saint Michael's Foundation for their sponsorship.



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