

The Crisis is Real

APCO

Take your TEMP!

Sharon M. Weinstein, MS, RN, CRNI-R,
FACW, FAAN, CVP, CSP

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- Work hours
- Family
- Small kids
- Teenagers
- Aging parents
- Health
- Finances
- Time management
- Focus
- Sleep
- Staffing
- Shift work

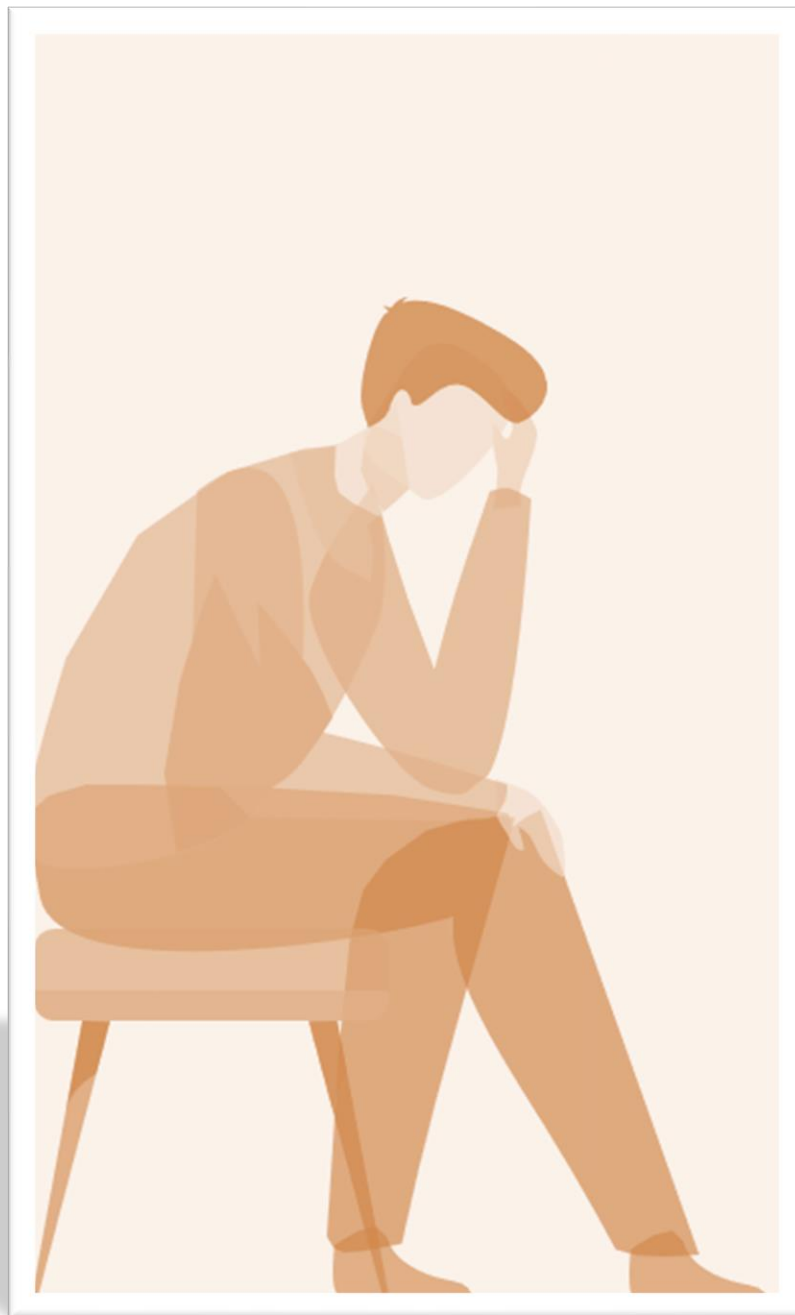
What are your stress triggers?

Circle those words that apply:



Do you know anyone experiencing:

- Loneliness
- Fear
- Anxiety



Challenge and Impact

The challenge

- *Stress and anxiety >*
- *Neural connections >*
- *Decreased concentration >*

The impact

- *Perpetual overwhelm >*
- *Mental slowness >*
- *Forgetfulness >*
- *A racing mind >*
- *Inability to problem solve!*

Think a positive thought

Positive self-talk helps you feel calmer and in control. Psychiatrist Steve Levine explains that negative thoughts can spiral, leaving you feeling overwhelmed.¹



INSTEAD OF THINKING:

I'll never get this done.
I'll never complete everything on time.
Why can't I just relax?

TRY:

It's normal to feel overwhelmed sometimes.
I'll get it done eventually.
I can only focus on one thing at a time.²

Take a moment to be aware of your surroundings

A study led by Professor Darren Good says that thought-control techniques can enhance focus and quieten your anxious thoughts by bringing you back to the present moment.³



PRO TIP

TRY THE 5-4-3-2-1 METHOD⁴

Find **5** things you can see around you.

Find **4** things you can touch such as your hair and the desk.

Find **3** things you can hear such as conversation or the fan.

Find **2** things you can smell.

Find **1** thing you can taste.

Would, could, can

Focus

- *“What’s the best action to take here and now?”*
- *Would do*
- *Could do*
- *Can do*

Track your time

- *One week only*
- *Online tools*
- *Spreadsheet*
- *Notebook*
- *Limit work-related activities during non-work time, like checking your phone or firing off a quick email*

Write your to-do list before bed


Writing your list before bed helps you to offload the worries that keep you awake at night, according to a study led by Michael K. Scullin.²²



PRO TIP
Limit yourself to **3 tasks** - the main things you want to achieve the next day.²³

Get a good night's sleep

A study published by the Center for Human Sleep Science at UC Berkeley discovered that sleeping under seven hours increases anxiety.²⁴



PRO TIP
Set your bedroom's temperature to **59 to 66 degrees fahrenheit**. Your body temperature naturally drops in preparation for sleep so this helps you get to sleep.²⁵

Expectations

Clarify expectations

- *Don't let perfect get in the way of good*
- *Let people know when you will get back to them and keep with it; if it will realistically be a week or more, tell them*
- *Start taking time off now instead of waiting for the "right" time*
- *The sky is not going to fall if you do*
- *Identify 3-5 ways that you would act differently if you were not overwhelmed*





To YOUR body, stress is change.

Anything that causes a change in your life causes stress.

When you find your dream apartment and get ready to move, that is stress.

If you break your leg, that is stress.

Good or bad, if it is a CHANGE in your life, it is stress to your body.



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SMW
Sharon M. Weinstein
GROUP
CONSULTING – COACHING – SPEAKING



Graphic @smwgroupllc.com



1+240.204.2435

sharon@smwgroupllc.com