### Maladaptive Coping Skills:

- Drinking
- Drug Use
- Gambling
- Sex Addiction
- Road Rage
- Hanging onto Anger
- Inappropriate boundaries
- Isolation
- Obsessions
- Shopping over credit
- Over or Under eating
- Avoiding responsibilities
- “Yes, but…”

### Adaptive Coping Skills:

#### Deep Breathing
- In for 5 / out for 10
- In through the nose/out through the mouth
- Controlled
- Breath relaxation in/blow tension out
- BUBBLES!!!

#### Thought Changing
- It’s what we tell ourselves
- Awfulizing, depressing, stressing

#### Positive Affirmations
- I can trust myself through and through
- I am beautiful
- Every day in every way
- I’m getting better and better

#### Journaling
- Keep a diary
- Write thoughts and feelings

#### Planning
- Write lists---cross things off
- Stay organized

#### Diet and Exercise
- reduce salt and sugar
- take a walk!!!
- sweat

#### Music
- relaxation tapes

#### Stretching
- Morning and night
- Aware of every muscle

#### Talking
- Friends
- Counselors
- Pastors

#### Create Proper Boundaries
- Sometimes some distance is needed
- Surround self with people who build you up rather than those who tear you down

#### Spirituality - Prayer – Meditation
- seeking meaning and purpose in human existence

#### Humor
- Laughter - endorphins that reduce stress
SLEEP

? Make your bedroom an inviting place to be
? Use the bed for sleeping and sex – only
? If you do wish to use the bed for a bit of nighttime reading, read only pleasure books in bed – NOY work related reading
? Establish a regular sleep-wake cycle.
? Maintain a regular sleep schedule – even on weekends
? Don't consume caffeinated beverages in the evening.
? Don't drink alcohol 2-3 hours before going to bed
? Fit in some exercise during the day.
? Eat light meals in the evening.
? Don't smoke in the evening….or at all.

APPROPRIATE COMMUNICATION WITH OTHERS

Sending:
When you ____________________________________________________________,
I feel ____________________________________________________________.
I wish ____________________________________________________________.

Receiving:
Paraphrase
Open-Ended Questions
Reflection

Once you have identified the causes of your stress, you can then make plans to address them. For example:

<table>
<thead>
<tr>
<th>Cause of stress</th>
<th>Action that can be taken to reduce stress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Need for time of privacy and solitude not being met</td>
<td>Find a place and a time of day when you can be on your own, or go on a retreat</td>
</tr>
<tr>
<td>Lack of fitness</td>
<td>Engage in some sport or fitness activity (may need to consult your doctor)</td>
</tr>
<tr>
<td>Unexplained inner feelings of stress</td>
<td>Consult a doctor, and perhaps get referral to an appropriate specialist (e.g.: a counselor or dietician)</td>
</tr>
<tr>
<td>Stressful job circumstances</td>
<td>Negotiate different working schedules with your boss</td>
</tr>
<tr>
<td>PMS</td>
<td>Consult your doctor about available treatments</td>
</tr>
<tr>
<td>Lack of skill to resolve conflict or manage demanding workload</td>
<td>Attend training courses in assertiveness, conflict resolution or time management</td>
</tr>
</tbody>
</table>