

My Personal Self-Care Plan Template

Step 1: Examining your own habits is an important first step in developing a self-care plan. How do you typically deal with life's demands? Can you identify when you need to take a break? When faced with challenges, we can use either positive coping strategies or negative coping strategies. Using the T-Chart below, what strategies do you use?

Positive	Negative

My Needs

Step 2: Use the chart below to identify the needs in your life, in the following four categories.

My Emotional Needs (love, empathy, self-appreciation, esteem, connectivity, belonging)	
My Physical Needs (exercise, nourishment, biological zest)	

My Intellectual Needs (skill acquisitions, personal/professional growth, mind challenges and learning goals)	
My Spiritual Needs (ability to make positive meanings from events, connection with a source of comfort, empowerment, benevolence presence or community, faith or non-faith)	

Daily Self-Care

Step 3: What are you doing to support your overall well-being on a day-to-day basis? Do you engage in self-care practice now? Are you more active in some areas of self-care than others? You can use the table below to help determine which areas may need more support.

Area of Self-Care	Current Practices	Practices to Try
Emotional (engage in positive activities, acknowledge my own accomplishments, express emotions in a healthy way, etc.)		
Physical (eat regular and healthy meals, good sleep habits, regular exercise, medical check-ups, etc.)		

Professional (pursue meaningful work, maintain work-life balance, positive relationships with co-workers, time management skills, etc.)		
Spiritual (read inspirational literature, self-reflection, spend time in nature, meditate, explore spiritual connections)		
Social (healthy relationships, make time for family/friends, schedule dates with partner/spouse, ask for support from family/friends, etc.)		
Financial (understand how finances impact your quality of life, create a budget or financial plan, pay off debt, etc.)		
Psychological (take time for yourself, disconnect from electronic devices, journal, pursue new interests, learn new skills, access		

psychotherapy, etc.)		
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Emergency Self-Care

Step 4: When you are faced with a crisis, you likely won't have time to create a coping strategy. Take time to develop a plan in advance so it's there when you need it. Complete the table below after reflecting on step 3, to help identify your unique self-care needs during times of stress, what will be helpful; to do and what would be harmful; what to avoid.

Emergency Self-Care Tools	Helpful (To Do)	Harmful (What To Avoid)
Relaxation/Staying Calm Which activities help you to relax (eg. Deep breathing, taking a walk)? Which activities make you more agitated or frustrated (eg. Yelling, swearing or drinking)?		
Self-Talk Helpful self-talk may include, "I am safe/I can do this". Harmful self-talk may include, "I can't handle this/I knew this would happen".		

Social Support Which family members and friends can you reach out to for help or support? Which people should you avoid during times of stress? Be honest about who helps and who zaps your energy.		
Mood Which activities support a positive mood (eg. Listening to uplifting music, enjoying the sunshine)? What should you avoid when times get tough (eg. Staying in bed all day, avoiding social activities)?		
Resilience What or who helps you to get through difficult times? What helps you bounce back? Conversely, what or who feeds negativity for you?		