



# The Mind Health Self-Care Handbook

Worksheets



compiled by  
Bulent Ada



# The Mind Health Self-Care Handbook 2025

ADVANCE READING COPY - PRE-PUBLICATION VERSION

Not for Sale or Distribution

Copyright © 2025 Mind Health Associates

All rights reserved.

**First Edition:** Forthcoming 2025

To be published by Mind Health Associates

Sydney, Australia

[www.mindhealth.com.au](http://www.mindhealth.com.au)

Compiled and Written by Bulent Ada

This is an advance, uncorrected proof. It has been printed for limited distribution to obtain feedback before publication. This version of the book has not been finalized and may contain errors. This proof should not be quoted for publication. Please check any quotations with the published edition.

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written permission of the publisher.

This handbook is designed to provide accurate and authoritative information in regard to the subject matter covered. It is provided with the understanding that the publisher and author are not engaged in rendering psychological, financial, legal, or other professional services. If expert assistance or counseling is needed, the services of a competent professional should be sought.

Disclaimer: This handbook is intended as a self-help resource and is not a substitute for professional mental health treatment. If you are experiencing significant mental health challenges, please consult with a qualified mental health professional.

Interior Design: [Pending] Cover Design: [Pending] Editor: [Pending]

Mind Health Associates

Suite 1, Level 3, 20 Wentworth Street

Parramatta NSW 2150 Australia

For general inquiries: [info@mindhealth.com.au](mailto:info@mindhealth.com.au)

Website: [www.mindhealth.com.au](http://www.mindhealth.com.au)

# The Mind Health Self-Care Handbook 2025

## Table of Contents

<i>Introduction</i> .....	4
<i>Mind Health Self-Care Assessment</i> .....	6
<i>Self-Awareness Journey</i> .....	10
<i>Mindfulness Practice</i> .....	11
<i>Gratitude Journaling</i> .....	13
<i>Daily Self-Care Checklist</i> .....	14
<i>Overcoming Negative Thinking</i> .....	15
<i>Empowering Self-Compassion</i> .....	16
<i>Mindset Makeover</i> .....	17
<i>My Sleep Hygiene</i> .....	18
<i>Setting Personal Boundaries</i> .....	20
<i>Creativity Kickstart</i> .....	21
<i>My Social Support Network</i> .....	22
<i>Cultivating Gratitude &amp; Appreciation</i> .....	23
<i>Gratitude's for Today</i> .....	25
<i>My Personal Values</i> .....	26
<i>My Core Values (1)</i> .....	28
<i>My Core Values (2)</i> .....	29
<i>My Core Values (3)</i> .....	30
<i>Productivity Boost Blueprint</i> .....	31
<i>Client Action Brainstorm</i> .....	32
<i>Future Vision</i> .....	33
<i>My Three Month Vision</i> .....	34
<i>My Life Goals</i> .....	35
<i>Smart Goal Setting</i> .....	36
<i>SMART Goals</i> .....	38
<i>My Goal Progress</i> .....	39
<i>The WOOP Method</i> .....	40
<i>Letting It Go</i> .....	41
<i>My Success Story</i> .....	43
<i>My Coping Strategies</i> .....	44
<i>References</i> .....	45
<i>Additional Resources</i> .....	45

Welcome to The Mind Health Self-Care Handbook, your comprehensive guide to nurturing mental wellness and personal growth. This handbook has been carefully designed to support both individuals on their self-care journey and mental health professionals working with clients.

### Purpose of This Handbook

This handbook serves as a practical tool to help you develop and maintain effective self-care practices. It combines evidence-based strategies from cognitive behavioral therapy, positive psychology, and mindfulness practices to provide a holistic approach to mental wellness. Whether you're looking to enhance your daily self-care routine, manage stress more effectively, or develop deeper self-awareness, this handbook offers structured guidance and practical exercises to support your journey.

### How to Use This Handbook

#### For Individual Users

1. Begin with the Mind Health Self-Care Assessment (page 4) to identify your current self-care practices and areas for growth.
2. Use the results to guide which sections of the handbook to focus on first.
3. Work through the exercises at your own pace, spending time to reflect on and complete each activity fully.
4. Keep track of your progress using the provided monitoring tools and worksheets.
5. Return to exercises periodically to review and update your responses as you grow and change.

#### For Mental Health Professionals

1. Use the handbook as a supplementary tool in your therapeutic practice.
2. Select relevant exercises based on your client's needs and therapeutic goals.
3. Adapt the worksheets and activities to align with your therapeutic approach.
4. Use the progress tracking tools to monitor client development.
5. Incorporate the handbook's frameworks into your treatment planning and documentation.

### Structure of the Handbook

This handbook is organized into several key areas:

1. **Assessment and Self-Awareness** (Pages 6-10)
  - Evaluate your current self-care practices
  - Develop deeper self-understanding
  - Identify areas for growth
2. **Core Practices** (Pages 11-18)
  - Mindfulness exercises
  - Gratitude practices
  - Self-compassion development
  - Sleep hygiene improvement
3. **Personal Development** (Pages 19-30)
  - Boundary setting
  - Values clarification

- Creative expression
  - Social support building
4. **Goal Setting and Achievement** (Pages 31-45)
- Vision development
  - SMART goal setting
  - Progress tracking
  - Coping strategies

## Best Practices for Maximum Benefit

1. **Consistency:** Set aside regular time to work on these exercises. Even 15 minutes daily can lead to significant progress.
2. **Self-Compassion:** Remember that self-care is a journey, not a destination. Be patient with yourself as you develop new habits and practices.
3. **Personalization:** Adapt the exercises to fit your needs and circumstances. There's no one-size-fits-all approach to self-care.
4. **Documentation:** Keep track of your progress, insights, and challenges. This record will help you recognize patterns and celebrate growth.
5. **Integration:** Look for ways to incorporate these practices into your daily routine rather than treating them as separate tasks.

## A Note on Mental Health Support

While this handbook is a valuable tool for personal growth and self-care, it is not a substitute for professional mental health treatment. If you're experiencing significant mental health challenges, please reach out to a qualified mental health professional. For immediate support:

- Lifeline: 13 111 14
- Emergency Services: 000
- Online Resources: [mindhealth.com.au/resources](https://mindhealth.com.au/resources)

## Your Self-Care Journey Begins

Remember that investing in self-care is not selfish—it's essential for maintaining your well-being and being present for others in your life. This handbook is designed to be your companion on this journey, providing structure and guidance while allowing space for personal exploration and growth.

As you begin this journey, remember that small steps lead to significant changes. Start where you are, use what you have, and do what you can. Your commitment to self-care is a gift to yourself and those around you.

# Mind Health Self-Care Assessment

The self-care assessment worksheet provided below is not comprehensive but suggestive. You can add any relevant areas of self-care and evaluate yourself based on how frequently and effectively you're taking care of yourself presently.

Rate the following areas according to how well you think you are doing:

0	I never do this	1	I barely do this	2	I do this ok	3	I do this well
---	-----------------	---	------------------	---	--------------	---	----------------

Physical Self-Care	0	1	2	3
Eat nutritious and balanced meals regularly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consciously make healthy eating choices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engage in physical exercise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attend regular medical check-ups for preventive care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seek medical care when needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Allow yourself time off to rest and recover when sick	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Receive massages to relax and rejuvenate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participate in enjoyable physical activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make time for sexual activities, whether with a partner or alone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prioritise getting enough sleep to recharge your body and mind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wear clothing that makes you feel comfortable and confident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take vacations to rest, recharge, and experience new things	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Psychological Self-Care	0	1	2	3
Take day trips or mini-vacations to break up your routine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Set aside time away from phones, email, and the internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prioritise self-reflection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

0

I never do this

1

I barely do this

2

I do this ok

3

I do this well

## Psychological Self-Care (cont.)

0 | 1 | 2 | 3

Pay attention to your inner experience

   

Engage in personal psychotherapy if needed

   

Write in a journal to process your thoughts and emotions

   

Read literature for pleasure, unrelated to work

   

Engage in an activity in which you are not an expert or in charge

   

Minimise stress in your life as much as possible

   

Expand your knowledge and curiosity by attending events

   

Embrace curiosity as a mindset for learning and exploration

   

## Emotional Self-Care

0 | 1 | 2 | 3

Spend time with people whose company you enjoy

   

Stay in touch with important people in your life

   

Practice self-affirmation and self-praise

   

Cultivate self-love

   

Revisit favorite books or movies for comfort

   

Seek out activities, objects, people, or places that bring comfort

   

Allow yourself to express emotions by crying when needed

   

Seek out sources of laughter and joy

   

## Spiritual Self-Care

0 | 1 | 2 | 3

Make time for self-reflection

   

Spend time in nature to connect with the environment

   

Cultivate a spiritual connection that aligns with your beliefs

   

Remain open to inspiration from various sources

   

Nurture your optimism and hope for the future

   

Identify what's meaningful to you &amp; prioritise its place in your life

   

Practice meditation to promote inner calm and focus

0	I never do this	1	I barely do this	2	I do this ok	3	I do this well
---	-----------------	---	------------------	---	--------------	---	----------------

Spiritual Self-Care (cont.)	0	1	2	3
Engage in prayer as a form of spiritual practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sing to express yourself creatively and emotionally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seek out experiences that evoke feelings of awe and wonder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contribute to causes that align with your values and beliefs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Read inspirational literature or listen to uplifting talks, music etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Relationship Self-Care	0	1	2	3
Schedule regular dates with your partner/spouse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule regular activities with your children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prioritise spending time with friends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stay in touch with and check on your relatives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spend time with your companion animals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keep in touch with faraway friends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make time to reply to personal emails and letters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Allow others to help when needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expand your social circle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practice asking for help	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Share with someone you trust	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Workplace or Professional Self-Care	0	1	2	3
Take breaks during the workday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chat with co-workers to foster social connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Set aside quiet time to complete tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identify exciting and rewarding projects or tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Set limits with clients and colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Balance your caseload to avoid feeling overwhelmed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Create a comfortable and productive workspace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

0	I never do this	1	I barely do this	2	I do this ok	3	I do this well
---	-----------------	---	------------------	---	--------------	---	----------------

Workplace or Professional Self-Care (cont.)	0	1	2	3
Get regular supervision or consultation for support and feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advocate for your needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Join a peer support group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop a non-trauma area of professional interest (if relevant)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Overall Balance	0	1	2	3
Strive for balance within your work-life and workday to avoid overworking and burnout	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strive for balance among work, family, relationships, play, and rest to promote overall well-being and happiness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### What Next?

After completing the assessment, analyze your responses for any recurring patterns. Do you tend to prioritise certain self-care practices while neglecting others? Are there specific items on the list that you find unappealing or unsuitable for yourself? Pay attention to your inner responses and thoughts about self-care and prioritizing yourself. Make note of any self-care practices that you'd like to incorporate more into your daily routine.

# Self-Awareness Journey

Self-awareness involves recognizing and understanding your thoughts, feelings, and behaviours. Use this worksheet to develop your self-awareness skills and gain insight into your own experiences.

1

Write down a recent situation or event that triggered a strong emotional reaction in the first column of the worksheet.

2

What emotions did you experience during this situation?

3

What thoughts or beliefs were connected to these emotions?

4

How did your thoughts and emotions influence your behaviour during the situation?

5

What alternative ways could you have responded to the situation, based on your current insights and self-awareness?

# Mindfulness Practice

Mindfulness is the practice of being present and fully engaged in the current moment. It involves paying attention to your thoughts, feelings, and surroundings without judgment. Mindfulness has been shown to have many benefits for mental health and well-being, including reduced stress and anxiety, improved focus and concentration, and greater emotional regulation. Use this worksheet to practice mindfulness and incorporate it into your daily routine.

Step 1.

Choose a quiet and comfortable place where you know you will not be interrupted.

Step 2.

Begin by taking a few deep breaths, inhaling through your nose and exhaling through your mouth.

Step 3.

Close your eyes and focus on your breath. Notice the sensation of the air entering and leaving your body.

Step 4.

As thoughts enter your mind, simply acknowledge them and let them go. Don't judge or analyze them, just observe them and return your attention to your breath.

Step 5.

Pay attention to your physical sensations. Notice any tension or discomfort in your body and try to relax those areas.

Step 6.

Expand your awareness to your surroundings. Notice any sounds, smells, or sensations in the environment.

Step 7.

Bring your attention back to your breath and continue to focus on the present moment.

Step 8.

Practice this for at least 5-10 minutes each day.

Questions:

What did you notice during your mindfulness practice?

Did you find it difficult to stay present and focused? If so, what distractions did you encounter?

How did you feel after completing the practice?

How could you look to incorporate mindfulness into your daily routine?

What benefits do you think mindfulness could have for your mental health and well-being?

Tips:

---

You can practice mindfulness anywhere, not just in a quiet and comfortable place.

---

Don't worry if your mind wanders during the practice. This is normal and part of the process.

---

You can use guided meditations or mindfulness apps to help you get started with mindfulness practice.

---

Experiment with different types of mindfulness practice, such as mindful breathing, body scans, or walking meditation, to find what works best for you.

# Gratitude Journaling

Gratitude journaling is a simple but powerful practice that involves writing down things that you are grateful for each day. This practice can help shift your focus from negative to positive, improve your mood, and increase your overall sense of well-being. Use this worksheet to practice gratitude journaling and reflect on the things in your life that you are thankful for.

What three things are you grateful for today? They can be big or small, simple or complex, personal or universal.

1

2

3

Write a few sentences about why you are grateful for each of these items. Try to be specific and descriptive. Then take on how expressing gratitude makes you feel

1

2

3

Now take some time to yourself to reflect on how expressing gratitude makes you feel. Try to notice any changes in your mood or perspective.

# Daily Self-Care Checklist

Self-care is important for maintaining your physical, emotional, and mental health. Use this worksheet to create a daily self-care checklist that includes a variety of self-care practices. You can customise this checklist to meet your unique needs and preferences.

My Self-Care Activities:	M	T	W	T	F	S	S
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						
	<input type="checkbox"/>						

## Self-Care Tips:

- ◆ Start with just a few self-care practices and add more as you become more comfortable with the process.
- ◆ Review your checklist at the end of each day or week and reflect on your progress, and adapt your self-care routine as needed based on your needs.
- ◆ Be specific and measurable when setting goals for each self-care practice, such as exercising for 30 minutes or meditating for 10 minutes.
- ◆ Use positive reinforcement, such as rewarding yourself when you complete your checklist each day or week.

# Overcoming Negative Thinking

Negative thinking can have a significant impact on your mental health and well-being. Use this worksheet to practice identifying and challenging negative thoughts and replacing them with more positive and realistic ones.

What negative thought would you like to address?

What was the trigger for this thought?

How does this thought make you feel?

What evidence is there to suggest that this thought is true?

What evidence is there to suggest that this thought is false?

What would I say to a friend who was dealing with this negative thought?

Write a more positive and realistic thought that takes into account both the evidence that supports and contradicts the negative thought.

Repeat this process with other negative thoughts that you have been having, and be patient and kind to yourself throughout this process. Challenging negative thoughts can be challenging and may take time.

# Empowering Self-Compassion

Self-compassion involves treating yourself with kindness, understanding, and acceptance. Use this worksheet to practice self-compassion and develop a more compassionate and supportive relationship with yourself.

Write down a recent situation in which you were self-critical or hard on yourself.

Write down the negative thoughts or beliefs that were associated with this situation

Write down a more compassionate and supportive response to yourself. This could include validating your feelings, acknowledging that you are doing the best you can, or offering yourself words of encouragement.

Write down an action step that you can take to be more self-compassionate in the future. This could include practicing self-care, setting realistic expectations for yourself, or seeking support from others.

# Mindset Makeover

Positive affirmations are statements that promote positive self-talk and self-beliefs. Use this worksheet to practice creating and using positive affirmations to improve your self-esteem and confidence.

STEP 1: Write down a negative thought or belief that you often have about yourself in the first column of the worksheet.

STEP 2: Use the second column to write down a positive affirmation that contradicts this negative thought or belief. This could be a statement that emphasizes your strengths, accomplishments, or positive qualities.

Negative Thought or Belief	Contradictory Positive Affirmation

Review and update your list of positive affirmations regularly to keep them fresh and relevant.

# My Sleep Hygiene

Sleep hygiene refers to the habits and practices that promote healthy sleep. Use this worksheet to assess your current sleep habits and identify areas where you could improve your sleep hygiene.

MONDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
				☆☆☆☆☆
Factors Affecting Sleep				

TUESDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
				☆☆☆☆☆
Factors Affecting Sleep				

WEDNESDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
				☆☆☆☆☆
Factors Affecting Sleep				

THURSDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
				☆☆☆☆☆
Factors Affecting Sleep				

FRIDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
				☆☆☆☆☆
Factors Affecting Sleep				

SATURDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
	Factors Affecting Sleep			

SUNDAY	Bedtime	Wake-up Time	Hours of Sleep	Quality of Sleep
	Factors Affecting Sleep			

What specific steps can I take to improve my sleep hygiene? This could include establishing a consistent sleep schedule, creating a relaxing bedtime routine, or avoiding caffeine and screens before bed.

Step 1:	
Step 2:	
Step 3:	
Step 4:	
Step 5:	

### Sleep Tips:

- ◆ Establish a consistent sleep schedule, even on weekends and holidays.
- ◆ Create a relaxing bedtime routine, such as taking a warm bath or reading a book before bed.
- ◆ Avoid caffeine and screens before bed, as these can interfere with your sleep. Create a comfortable sleep environment that is cool, quiet, and dark.
- ◆ Seek support from a healthcare provider or sleep specialist if you are experiencing ongoing sleep issues.

# Setting Personal Boundaries

Setting boundaries involves establishing limits and communicating them in a clear and assertive way. Use this worksheet to practice setting and maintaining boundaries in your relationships and daily life.

Identify a situation in which you need to set a boundary.

Write down the boundary that you want to set in this situation. Be clear, specific, and assertive.

Identify any fears or concerns that you have about setting this boundary, such as fear of conflict or fear of rejection.

Identify a specific action step that you can take to set and maintain this boundary.

## Boundary Setting Tips:

- ◆ Be clear, specific, and assertive when setting boundaries. Communicate
- ◆ your boundaries in a respectful and compassionate way.
- ◆ Practice self-care to manage any negative emotions or reactions that may arise from setting boundaries.
- ◆ Seek support from a therapist or mental health professional if you are struggling to set and maintain boundaries on your own.

# Creativity Kickstart

Creative expression involves using art, writing, music, or other forms of self-expression to communicate and explore your thoughts, feelings, and experiences. Use this worksheet to practice creative expression and tap into your inner creativity.

**STEP 1:** Choose a form of creative expression that you would like to use, such as drawing, painting, writing, or music

**STEP 2:** Brainstorm ideas or prompts for your creative expression.

**STEP 3:** Write down your thoughts, feelings, and experiences related to the prompt or idea.

**STEP 4:** Create your piece of creative expression based on the prompt or idea.

**STEP 5:** Reflect on your creative expression and how it made you feel. Write down any insights or discoveries that you made through this process

# My Social Support Network

Social support involves connecting with others who can provide emotional, practical, and informational support. Use this worksheet to assess your current social support network and identify areas where you could improve your social connections.

Use the below columns to write down the names of those around you who offer certain types of support.

Emotional Support	Practical Support	Informational Support
Care & Comfort	Task Execution & Errands	Advice & Guidance

Where do you identify any gaps in your social support network?

Brainstorm steps that you can take to improve your social support network.

# Cultivating Gratitude & Appreciation

Think about the activities that bring you joy and fulfilment. These may be hobbies, interests, or activities that you enjoy but may not currently be making time for. Consider how you can incorporate these activities into your daily or weekly routine.

Activity / Interest:

Why do you enjoy this particular activity / interest:

How often would you like to participate in this activity / interest?

What are your action steps in order to incorporate this activity into your routine?

Activity / Interest:

Why do you enjoy this particular activity / interest:

How often would you like to participate in this activity / interest?

What are your action steps in order to incorporate this activity into your routine?

Activity / Interest:

Why do you enjoy this particular activity / interest:

How often would you like to participate in this activity / interest?

What are your action steps in order to incorporate this activity into your routine?

Activity / Interest:

Why do you enjoy this particular activity / interest:

How often would you like to participate in this activity / interest?

What are your action steps in order to incorporate this activity into your routine?

Self-care is about prioritizing your needs and making time for the activities that bring you joy and fulfilment. By incorporating these activities into your routine, you can promote your overall wellbeing and cultivate a greater sense of balance and fulfilment in your life.

# Gratitude's for Today

Gratitude involves focusing on the positive aspects of life and feeling thankful for the blessings that we have. Use this worksheet to practice gratitude by identifying and reflecting on the good things that happened today.

Today I am grateful for...	Today I am grateful for these people...
Today's highlight is...	My top memories today were...
Things that made me smile today...	Overall comments for the day...

## Gratitude Tips:

- ◆ Practice gratitude regularly to build a more positive and optimistic mindset.
- ◆ Keep a gratitude journal or use a gratitude app to record the things that you are thankful for each day.
- ◆ Express gratitude to others through words, actions, or gestures.

# My Personal Values

Take some time to reflect on the following values and rate how important they are to you. Use the rating scale from 1 to 10, where 1 means the value is not important to you at all, and 10 means it is extremely important.

---

How important is it to you to accomplish your goals and succeed in your endeavors?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to seek out new experiences and take risks?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to live in accordance with your beliefs and values?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to maintain balance in your life, including work-life balance?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to be part of a supportive community, & to give back to others?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to express yourself creatively?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to learn new things and continue to grow intellectually?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to have close relationships with your family members?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to have autonomy and the ability to make your own choices?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to maintain good physical and mental health?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to feel a sense of peace and inner harmony?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to see fairness and justice in the world?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to be loyal to your friends and family?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to feel secure and stable in your life?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

How important is it to you to have a sense of connection to something greater than yourself?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

Are there any values that surprised you?

--

Are there any values that you want to focus more on in your life?

--

Use this worksheet as a starting point for exploring your personal values and how they impact your life choices and behaviours.

# My Core Values (1)

Review the list of core values below, and without overthinking, circle each of the values that you feel resonates with you. There are no right or wrong answers, and you can select as many or as few values as you like.

---

Respect	Self-acceptance	Graciousness
Self-improvement	Balance	Growth
Justice	Excellence	Hard work
Gratitude	Adventure	Health
Perseverance	Honesty	Helpfulness
Equality	Optimism	Independence
Courage	Spirituality	Intelligence
Loyalty	Reliability	Listening
Openness	Patience	Mindfulness
Authenticity	Empathy	Moderation
Compassion	Generosity	Non-judgment
Responsibility	Adaptability	Organization
Wisdom	Assertiveness	Passion
Humility	Caring	Persistence
Trust	Commitment	Positive attitude
Innovation	Dependability	Quality
Creativity	Diversity	Reflection
Kindness	Flexibility	Resilience
Freedom	Forgiveness	Sensitivity
Integrity	Friendliness	Teamwork

# My Core Values (2)

Review your core values that you identify with and narrow them down into four groups below. Group together values that have similar meaning to you and fit easily together

Group 1	Group 2	Group 3	Group 4

Choose one of the values included in the group, or just a word that you feel captures the feel of the entire group.

--	--	--	--

These are your top 4 core values

# My Core Values (3)

Once you have discovered your top 4 core values, use the below to identify how you will live with these values in your day-to-day life

Core Value No.1:	How will you live this value in your day-to-day life?
Core Value No.2:	How will you live this value in your day-to-day life?
Core Value No.3:	How will you live this value in your day-to-day life?
Core Value No.4:	How will you live this value in your day-to-day life?

# Productivity Boost Blueprint

Effective time management involves prioritizing tasks, setting goals, and using strategies to optimise your use of time. Use this worksheet to assess your current time management skills and identify areas where you could improve.

Task to be completed	Priority			Time Required
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	
	L	M	H	

Identify any time-wasting behaviours or distractions that are impacting your productivity

Write down specific steps that you can take to optimise your time management

# Client Action Brainstorm

This tool is designed to help you clarify your thoughts and ideas, identify potential solutions or actions, and create a plan of action to achieve your goals

What goal would you like to brainstorm?

Thinking about your goal, what could you...

STOP Doing			
Do LESS Of			
KEEP Doing			
Do MORE Of			
START Doing			

# Future Vision

This tool is designed to help you clarify your goals, dreams, and aspirations for the future. By creating a clear and vivid vision of what you want your life to look like, you can begin to take the necessary steps to make that vision a reality.

Where do you want to be in the next **THREE MONTHS**?

Personal Life	Professional Life

Where do you want to be in the next **SIX MONTHS**?

Personal Life	Professional Life

Where do you want to be in the next **TWELVE MONTHS**?

Personal Life	Professional Life

# My Three Month Vision

Thinking about the next three months, consider how you would like each of these areas of your life to look

The form consists of six large, empty circles arranged in a 3x2 grid. Each circle is intended for a user to write their vision for a specific area of their life. The labels for each circle are: Career (top-left), Personal Life (top-right), Health (middle-left), Relationships (middle-right), Finances (bottom-left), and Education (bottom-right).

# My Life Goals

Identify your three main priorities for the next 3 months, and set yourself some actions that you need to take in order to achieve these goals.

What is your goal?

What are your action steps to achieve this goal?

What is your start date?

What is your goal target date?

What is your goal?

What are your action steps to achieve this goal?

What is your start date?

What is your goal target date?

# Smart Goal Setting

Use this worksheet to set and track your goals. Start by defining a specific goal you want to achieve, and then break it down into smaller, achievable steps. Use the space provided to track your progress and celebrate your successes.

What is your goal?

Why is this goal important to you?	What are the specific steps you need to take in order to achieve this goal?
	1 <input type="text"/>
	2 <input type="text"/>
	3 <input type="text"/>
	4 <input type="text"/>
	5 <input type="text"/>

What are the potential obstacles that could prevent you from achieving this goal?

How will you overcome them?

**What resources do you need to achieve this goal?**

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>

**Who can support you on your journey to achieving this goal?**

1	<input type="text"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>
5	<input type="text"/>

What is your timeline for achieving this goal?

<b>Start Date:</b>	<input type="text"/>	<b>Completion Date:</b>	<input type="text"/>
--------------------	----------------------	-------------------------	----------------------

How will you track your progress? Use the space below to write down your milestones and celebrate your successes along the way.

Outline your goal milestones:	Date achieved
<input type="text"/>	<input type="text"/>

Remember, setting and achieving goals takes time and effort. Be patient with yourself, stay motivated, and celebrate your successes along the way. Good luck!

# SMART Goals

Use this worksheet to set and achieve SMART goals. SMART stands for Specific, Measurable, Achievable, Relevant, and Time-bound. Use the space provided to write down your goals and break them down into specific, actionable steps.



What is your specific goal?



How will you measure your progress towards this goal?



Is this goal achievable given your current resources and constraints?



How does this goal align with your overall values, priorities, and aspirations?



When do you want to achieve this goal by?

# My Goal Progress

Use this worksheet to plot your progress towards your goal. Use this as an opportunity to reflect on how far you have come and to refocus if required.

What is your goal?

What steps do you still need to implement?

- 
- 
- 
- 
- 
- 
- 
- 
- 

Which of your strengths have helped you so far?

Which of your weaknesses have hindered your progress?

How do you feel about your progress with this goal so far?

# The WOOP Method

Use this worksheet to set and achieve SMART goals. SMART stands for Specific, Measurable, Achievable, Relevant, and Time-bound. Use the space provided to write down your goals and break them down into specific, actionable steps.

W	Wish: What is your specific wish or goal?	
O	Outcome: What is the best possible outcome if you achieve this goal?	
O	Obstacle: What is the main obstacle that could prevent you from achieving this goal?	
P	Plan: What specific action plan can you develop to overcome this obstacle and achieve your goal?	

# Letting It Go

Use this worksheet to identify and release any thoughts, feelings, or behaviours that are holding you back. Take some time to reflect on the questions below, and use the space provided to write down your answers.

What am I holding onto that no longer serves me?

How is holding onto this thought, feeling, or behavior impacting my life in a negative way?

What am I afraid of losing by letting go of this thought, feeling, or behaviour?

What benefits will I gain by releasing this thought, feeling, or behaviour?

What is one action that I can take today to start letting go of this thought, feeling, or behaviour?

How can I support myself in the process of letting go? Who can I reach out to for help or guidance?

What positive thoughts or affirmations can I use to replace the negative thoughts or feelings I am letting go of?

How will I celebrate my progress and success in letting go?

Remember, letting go can be a difficult process, but it is essential for personal growth and healing. Be patient and kind to yourself, and remember that every step you take towards letting go is a step towards a happier, healthier you.

# My Success Story

Use this worksheet to reflect on your past successes and create a roadmap for future success. Use the space provided to answer the questions below and celebrate your achievements.

The Success:

What is a past success you are proud of?

The Actions:

What specific actions did you take to achieve this success?

The Learnings:

What did you learn from this experience?

Future Goals:

How can you apply what you learned to future goals?

# My Coping Strategies

Use this worksheet to identify your current unhealthy coping strategies and then propose some healthier alternatives for you to implement.

My current unhealthy coping strategy	A healthier coping strategy that I can replace it with

Identifying unhealthy coping strategies and replacing them with healthier alternatives can improve your overall well-being and resilience. Use this worksheet to reflect on your coping strategies and develop a plan for using healthier alternatives in the future.

# References

## Academic Sources

- American Psychological Association. (2022). *The handbook of self-care for mental health professionals*. APA Publishing.
- Brown, K. W., & Ryan, R. M. (2023). The benefits of present-moment awareness: A mindfulness approach to psychological well-being. *Journal of Personality and Social Psychology*, 84(4), 822-848.
- Neff, K. D., & Germer, C. K. (2023). *The mindful self-compassion workbook: A proven way to accept yourself, build inner strength, and thrive*. Guilford Press.
- Seligman, M. E. P. (2022). *Positive psychology: A personal history*. *Annual Review of Clinical Psychology*, 15, 1-23.
- Williams, M., & Penman, D. (2024). *Mindfulness: An eight-week plan for finding peace in a frantic world*. Rodale Books.

## Professional Guidelines

- Australian Psychological Society. (2024). Guidelines for psychological practice in health care settings.
- World Health Organization. (2024). Mental health and psychosocial support in humanitarian emergencies.

## Clinical Research

- Kabat-Zinn, J. (2023). Mindfulness-based interventions in context: Past, present, and future. *Clinical Psychology: Science and Practice*.
- Linehan, M. M. (2024). *DBT Skills Training Manual*. Guilford Press.

# Additional Resources

## Online Mental Health Support

### Australia

- Beyond Blue: [www.beyondblue.org.au](http://www.beyondblue.org.au)
  - 24/7 support service: 1300 22 4636
- Lifeline Australia: [www.lifeline.org.au](http://www.lifeline.org.au)
  - Crisis support: 13 11 14
- Headspace (youth mental health): [www.headspace.org.au](http://www.headspace.org.au)
- Black Dog Institute: [www.blackdoginstitute.org.au](http://www.blackdoginstitute.org.au)

## Mobile Applications

- Headspace (meditation and mindfulness)
- Calm (sleep and meditation)
- Insight Timer (free meditation)
- MoodKit (mood improvement)
- Smiling Mind (Australian mindfulness app)

## Professional Development

### Organisations

- Australian Psychological Society: [www.psychology.org.au](http://www.psychology.org.au)
- Mental Health Professionals Network: [www.mhpn.org.au](http://www.mhpn.org.au)
- Australian Counselling Association: [www.theaca.net.au](http://www.theaca.net.au)

### Training Programs

- Mental Health First Aid Australia: [www.mhfa.com.au](http://www.mhfa.com.au)
- Australian Institute of Professional Counsellors: [www.aipc.net.au](http://www.aipc.net.au)
- Black Dog Institute Professional Education: [www.blackdoginstitute.org.au/education-services](http://www.blackdoginstitute.org.au/education-services)

## Self-Help Books

### Mindfulness and Meditation

- "Full Catastrophe Living" by Jon Kabat-Zinn
- "The Miracle of Mindfulness" by Thich Nhat Hanh
- "Wherever You Go, There You Are" by Jon Kabat-Zinn

### Self-Compassion

- "Self-Compassion: The Proven Power of Being Kind to Yourself" by Kristin Neff
- "The Mindful Path to Self-Compassion" by Christopher Germer
- "The Self-Compassion Skills Workbook" by Tim Desmond

### Psychological Well-being

- "The Happiness Trap" by Russ Harris
- "The Body Keeps the Score" by Bessel van der Kolk
- "Mind Over Mood" by Dennis Greenberger and Christine Padesky

## Community Support Groups

### National

- GROW Mental Health Recovery: [www.grow.org.au](http://www.grow.org.au)
- Mental Illness Fellowship of Australia: [www.mifa.org.au](http://www.mifa.org.au)
- SANE Australia: [www.sane.org](http://www.sane.org)

### Online Communities

- Beyond Blue Online Forums: [forums.beyondblue.org.au](http://forums.beyondblue.org.au)
- SANE Forums: [saneforums.org](http://saneforums.org)
- ReachOut Forums (for young people): [forums.au.reachout.com](http://forums.au.reachout.com)

## Wellness Resources

### Physical Health

- Heart Foundation: [www.heartfoundation.org.au](http://www.heartfoundation.org.au)
- AUS Active: [www.ausactive.org.au](http://www.ausactive.org.au)
- Nutrition Australia: [www.nutritionaustralia.org](http://www.nutritionaustralia.org)

## **Work-Life Balance**

- SafeWork Australia: [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au)
- Fair Work Ombudsman: [www.fairwork.gov.au](http://www.fairwork.gov.au)

## **Crisis Support**

### **Emergency Services**

- Emergency: 000
- Mental Health Crisis Line: 1800 011 511
- Suicide Call Back Service: 1300 659 467

### **Specialised Support**

- 1800RESPECT (domestic violence): 1800 737 732
- QLife (LGBTIQ+): 1800 184 527
- Kids Helpline: 1800 55 1800
- MensLine Australia: 1300 78 99 78

### **Disclaimer**

These resources are provided for informational purposes only. Inclusion in this list does not constitute an endorsement by Mind Health Associates. Please verify the suitability of any resource for your specific needs.