

Going Home Checklist

- Take a moment to think about today.
- Acknowledge one thing that was difficult.
 - Acknowledge that you did all that you could.
 - Practice deep breathing (4-7-8, square breathing).
 - Let it go.
- Consider three things that went well.
 - Write them down on a sticky note, place it on your desk for you to see tomorrow.
- Check on one of your colleagues before you leave- Are they ok?
- Check-in with you- Are you ok?
 - If not, what do you need in this moment?
 - If yes, move on to the next step.
- Now, switch your attention to going home to rest and recharge.

Breathing Techniques

■ 4-7-8 BREATHING

- Exhale completely through your mouth, making a whoosh sound.
- Close your mouth and inhale quietly through your nose to a mental count of 4.
- Hold your breath for a count of 7.
- Exhale through your mouth, making a whoosh sound to a count of 8. (This is one breath)
- Inhale again and repeat this cycle 3 more times for a total of 4 breaths.

■ SQUARE BREATHING

- Think about moving along the sides of a square with each breath.
- Put one hand on your abdomen and one on your chest. (This helps with awareness of how you're breathing)
- Breathe in for 4 seconds.
- Hold your breath for 4 seconds.
- Breathe out for 4 seconds.
- Hold your breath for 4 seconds.
- Repeat until you feel relaxed.