

**A HANDBOOK**



# **YOUR PERSONAL** *Self-Care* **GUIDE**



**ROSS AZURA ZAHIT**  
**2024**

# **YOUR PERSONAL** *Self-Care* **GUIDE**

**ROSS AZURA ZAHIT**  
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# PREFACE

*hello!*



I've been working in the field of clinical psychology for over 15 years, helping people navigate the complexities of their mental and emotional well-being.

My inspiration to create this workbook stems from my years of experience working closely with individuals seeking to improve their lives. Over time, I've witnessed the incredible transformation that can happen when people prioritize self-care. It's not just about theory; it's about practical, real-world strategies that can make a significant difference.

Through this workbook, I aim to share the knowledge and tools I've gained over the years. I believe that with the right guidance, anyone can achieve their self-care goals and lead a more balanced, fulfilling life. So, join me on this journey, and together, we'll work toward your overall well-being.

*Best regards,*

*Ross Zahit*  
*Clinical Psychologist*



# SELF-CARE

## *guide*

Self-care is a fundamental aspect of maintaining a healthy, balanced life. This guide will explore what self-care truly means and why it matters. We'll delve into various aspects of self-care, including physical, mental, emotional, and social well-being.

Our goal is to provide you with the knowledge and inspiration to embark on a self-care journey that suits your unique needs and preferences. Whether you're new to self-care or looking to enhance your existing practices, this guide is your companion to a more balanced, fulfilling life.

Remember that self-care is not selfish; it's a vital act of self-preservation and self-love. So, let's embark on this journey together and explore the transformative power of taking care of yourself. Your well-being is worth it, and we're here to guide you every step of the way.





## **WHY *Self-Care* IS IMPORTANT?**

Think of self-care like regular maintenance for your car. Just like you need to change the oil and tires to keep your car running smoothly, you need to take care of your mental health. If you ignore self-care, you might end up feeling stressed and unwell. This can lead to physical pain, more stress, and mental health issues.

But if you make time for self-care, it can prevent these problems. It can give you the energy to face challenges, improve your relationships, and make sure you're happy with your life.

# SELF-SCREENING

## Whooley

| Saringan Minda Sihat (Whooley)  |  |        |          |
|---|--|--------|----------|
| <p>Dalam sebulan yang lepas, adakah anda terganggu oleh masalah berikut?<br/>(Over the past one month, have you been bothered by the following problems?)</p>   |  |        |          |
| <b>ARAHAN:</b> Sila tanda "✓" untuk menyatakan jawapan anda<br>( <b>INSTRUCTION:</b> Please tick "✓" to state your answer)  |  | Ya/Yes | Tidak/No |
| 1.  | Merasa murung, sedih atau tiada harapan?<br>(Feeling down, depressed or hopeless?)                                 |        |          |
| 2.  | Kurang minat atau keseronokan dalam melakukan kerja-kerja<br>(Having little interest or pleasure in doing things?) |        |          |
| Penilaian dalam Whooley   |  |        |          |
| <p>Jika jawapan <b>"YA"</b> pada <b>salah satu atau kedua-dua</b> soalan,<br/>individu adalah berisiko dan perlu menjawab soalan <b>PHQ-9 - Rujuk mukasurat 5</b><br/>(If the answer is <b>'YES'</b> to <b>one or both</b> questions,<br/>the individual is at risk and should proceed to answer the <b>PHQ-9</b> questions - <b>Refer to page 5</b>)</p> |  |        |          |

Whooley et al. (1997)

# SELF-SCREENING

*GAD-2*

## Saringan Minda Sihat (GAD-2)

Dalam tempoh 2 minggu yang lepas, berapa kerap anda terganggu oleh masalah berikut?  
(Over the last 2 weeks, how often have you been bothered by any of the following problems?)

| 0  | 1  | 2   | 3                                       |   |
|--|--|---|---|---|
| Tidak pernah sama sekali<br>(Not at all)   | Beberapa hari<br>(Several days)  | Lebih dari seminggu<br>(More than half of the week) | Hampir setiap hari<br>(Nearly everyday) |   |
| <b>No.</b>   | <b>ARAHAN:</b> Sila tanda "✓" untuk menyatakan jawapan anda<br>( <b>INSTRUCTION:</b> Please tick "✓" to state your answer) |   |   |   |
| 1.   | Berasa resah, gelisah atau tegang<br>(Feeling nervous, anxious, or on edge)  | 0   | 1                                       | 2 |
| 2.   | Tidak dapat menghentikan atau mengawal kebimbangan<br>(Not being able to stop or control worrying)                         | 0   | 1                                       | 2 |
| <b>Jumlah (Total)</b><br>(Kira jumlah skor kedua-dua soalan mengikut kotak yang ditanda ✓)<br>(Calculate the total score of both questions based on the boxes checked ✓) |  | 0   | 1                                       | 2 |
| <b>Total Skor GAD-2</b><br>(Jumlah skor bagi kedua-dua soalan adalah di antara 0-6)<br>(The total score for both questions ranges between 0-6)                           |  |   |   |   |

| SKALA          | JUMLAH SKOR | TINDAKAN  |
|----------------|-------------|---|
| Tidak Berisiko | 0-2         | Pendidikan kesihatan dan amalan cara hidup sihat<br>(Health education and healthy lifestyle practices)  |
| Berisiko       | ≥ 3         | Berisiko dan perlu menjawab soalan <b>GAD-7</b><br><b>mukasurat 6</b> (At risk and should proceed to answer the <b>GAD-7 questions page 6</b> ) |



# Soal Selidik Kesihatan Pesakit

PHQ-9

Dalam tempoh 2 minggu yang lepas, berapa kerap anda terganggu oleh masalah berikut?  
(Over the last 2 weeks, how often have you been bothered by any of the following problems?)

| 0  | 1   | 2   | 3                                       |   |   |   |   |
|--|---|---|---|---|---|---|---|
| Tidak pernah sama sekali<br>(Not at all) | Beberapa hari<br>(Several days)   | Lebih dari seminggu<br>(More than half of the week) | Hampir setiap hari<br>(Nearly everyday) |   |   |   |   |
| No.                                      | <b>ARAHAN:</b> Sila tanda "✓" untuk menyatakan jawapan anda<br><b>(INSTRUCTION:</b> Please tick "✓" to state your answer)   |   |   | 0 | 1 | 2 | 3 |
| 1.                                       | Sedikit minat atau keseronokan dalam melakukan kerja-kerja<br>(Little interest or pleasure in doing things)   |   |   |   |   |   |   |
| 2.                                       | Merasa murung, sedih atau tiada harapan.<br>(Feeling down, depressed or hopeless)   |   |   |   |   |   |   |
| 3.                                       | Masalah hendak tidur/ semasa tidur/ tidur terlalu banyak<br>(Trouble falling asleep/ staying asleep/ sleeping too much)   |   |   |   |   |   |   |
| 4.                                       | Merasa letih atau kurang bertenaga<br>(Feeling tired or having little energy)   |   |   |   |   |   |   |
| 5.                                       | Kurang selera atau terlalu banyak makan<br>(Poor appetite or overeating)  |   |   |   |   |   |   |
| 6.                                       | Mempunyai perasaan buruk terhadap diri sendiri - ataupun merasa gagal terhadap diri sendiri ataupun menghampakan diri atau keluarga<br>(Feeling bad about yourself - or that you are a failure or have let yourself or your family down)  |   |   |   |   |   |   |
| 7.                                       | Masalah menumpukan perhatian terhadap perkara-perkara seperti membaca suratkhbar atau menonton televisyen<br>(Trouble concentrating on things, such as reading the newspaper or watching television)  |   |   |   |   |   |   |
| 8.                                       | Bergerak atau bercakap dengan terlalu lambat sehingga disedari oleh orang lain. Atau pun bertentangan - terlalu resah atau gelisah sehingga anda bergerak lebih dari biasa.<br>(Moving or speaking so slowly that other people could have noticed. Or the opposite - being so fidgety or restless that you have been moving around a lot more than usual) |   |   |   |   |   |   |
| 9.                                       | Berfikir bahawa lebih elok jika anda telah mati atau ingin mencederakan diri anda dalam sesuatu cara.<br>(Thoughts that you would be better off dead or of hurting yourself in some way)  |   |   |   |   |   |   |

## Soal Selidik Gangguan Kebimbangan Umum

*GAD-7*

Dalam tempoh 2 minggu yang lepas, berapa kerap anda terganggu oleh masalah berikut?  
(Over the last 2 weeks, how often have you been bothered by any of the following problems?)

| 0  | 1                               | 2   | 3                                       |
|--|---------------------------------|---|---|
| Tidak pernah sama sekali<br>(Not at all) | Beberapa hari<br>(Several days) | Lebih dari seminggu<br>(More than half of the week) | Hampir setiap hari<br>(Nearly everyday) |

| No.                                       | ARAHAN: Sila tanda "v" untuk menyatakan jawapan anda<br>(INSTRUCTION: Please tick "v" to state your answer) | 0 | 1 | 2 | 3 |
|---|---|---|---|---|---|
| 1.  | Berasa resah, gelisah atau tegang<br>(Feeling nervous, anxious, or on edge)                                 |   |   |   |   |
| 2.  | Tidak dapat menghentikan atau mengawal kebimbangan<br>(Not being able to stop or control worrying)          |   |   |   |   |
| 3.  | Terlalu bimbang mengenai pelbagai perkara yang berlainan<br>(Worrying too much about different things)      |   |   |   |   |
| 4.  | Mempunyai masalah untuk bertenang<br>(Having trouble relaxing)  |   |   |   |   |
| 5.  | Terlalu resah sehingga susah untuk berdiam diri<br>(Being so restless that it is hard to sit still)         |   |   |   |   |
| 6.  | Mudah menjadi rimas dan menjengkelkan<br>(Being easily annoyed or irritable)                                |   |   |   |   |
| 7.  | Berasa takut bahawa sesuatu yang buruk akan terjadi<br>(Feeling afraid as if something awful might happen)  |   |   |   |   |
| Jumlah skor GAD-7 (Total score for GAD-7) |   |   |   |   |   |

# SELF-CARE

## *Dimensions*



**PHYSICAL**



**COGNITIVE**



**EMOTIONAL**



**SPIRITUAL**



**APTITUDINAL**



**RELATIONAL**



**FINANCIAL**



**ENVIRONMENTAL**

# SELF-CARE

## *Dimensions*

*In this Self-Care Guide, we will look at these 4 dimensions:*



# **SPIRITUAL SELF-CARE**





# SPIRITUAL *Self-care*



Spiritual self-care is about connecting with your inner self and finding meaning and purpose in life. It can involve activities such as prayer, **mindfulness practices**, meditation, volunteering, or engaging in activities that align with your values and beliefs.

# MINDFULNESS

Practicing mindfulness involves being fully present and aware of your thoughts, feelings, bodily sensations, and the environment around you.



# IMPORTANCE OF MINDFULNESS

Mindfulness meditation training has been shown to benefit many areas of life. Research indicates that it improves attention, speeds up reaction time on cognitive tasks, and enhances control over attention while reducing mind-wandering (Trautwein et al., 2020; Prakash, 2021).

It also helps with emotional regulation, leading to less stress, anxiety, and emotional instability (Álvarez et al., 2023; Prakash, 2021; Nassif et al., 2021). Furthermore, mindfulness training can boost compassion and other social-emotional qualities (Trautwein et al., 2020).

In military settings, it has been linked to better performance and greater mental resilience (Nassif et al., 2021). Neuroplastic changes have been observed, particularly in brain areas related to attention and emotion regulation (Álvarez et al., 2023).

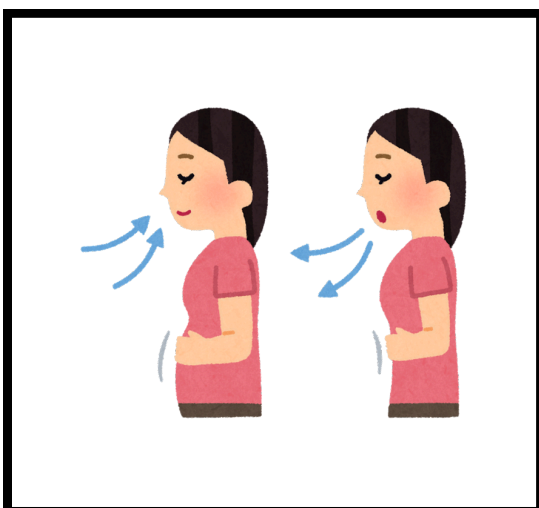
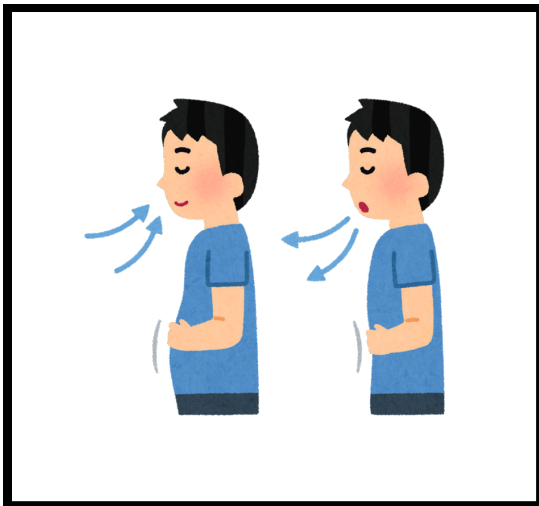
Overall, these findings suggest that mindfulness meditation is a valuable tool for enhancing cognitive, emotional, and social functioning in various groups.

## HOW TO PRACTICE MINDFULNESS

- Find a comfortable space.
- Dedicate some time for the practice.
- Engage in a mindfulness exercise.
- Focus on your breathing.
- Notice your thoughts without judgment.
- Gently scan and move your body.
- Tune into your senses.
- Observe your surroundings with awareness.
- Conclude your practice with mindfulness.

# MINDFULNESS BREATHING

## Box Breathing



### *Step 1*

Breathe in. Feel the air enter your nostril and to your lungs.

### *Step 2*

Hold your breath

### *Step 3*

Slowly exhale through your mouth

### *Step 4*

Repeat steps 1 to 3



# MINDFULNESS-BASED ART THERAPY

**Drawing a  
picture**

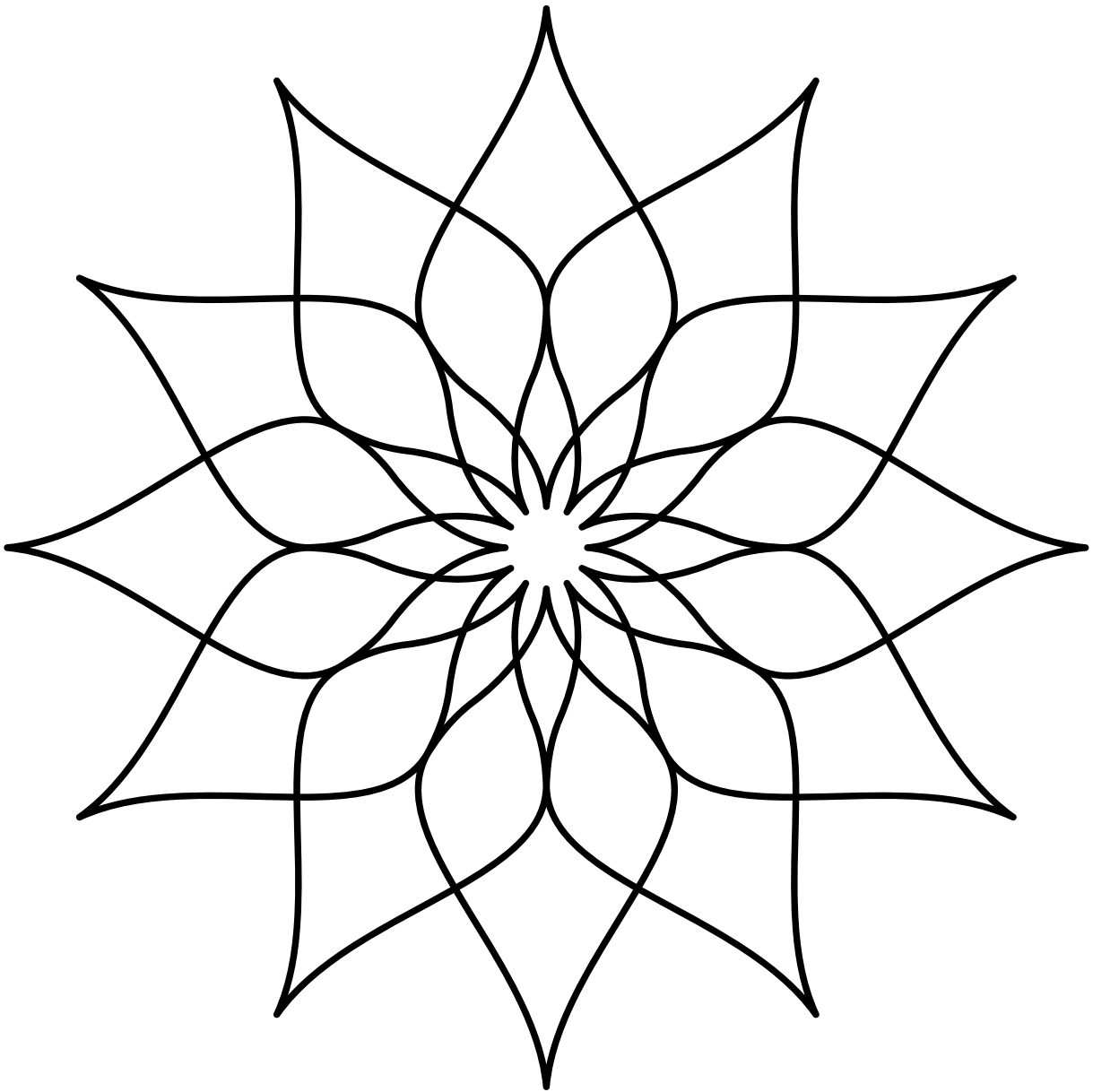
**Using clay  
to express  
emotions**



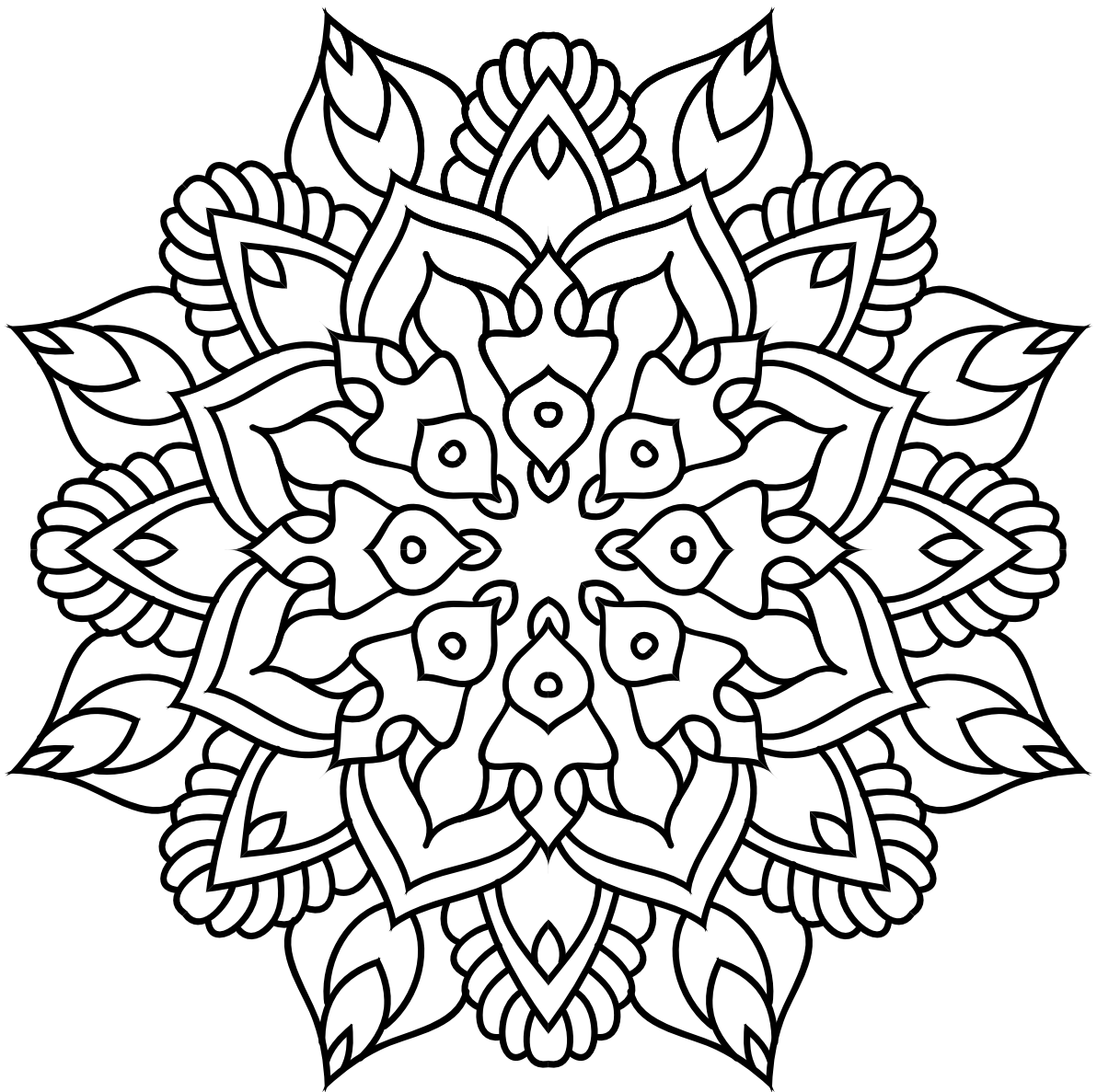
**Creating a  
collage**

**Coloring  
art  
digitally**

# **MINDFULNESS-BASED ART THERAPY**



# MINDFULNESS-BASED ART THERAPY



# MINDFULNESS-BASED ART THERAPY



## ADVANTAGES OF MINDFULNESS



### *Stay Focused*

Mindfulness helps you stay focused



### *Emotional Control*

Helps you handle your emotions better



### *More Compassion*

Makes you more kinder to yourself and others



### *Reduced Stress & Anxiety*

Alleviate feelings of stress and anxiety



## DAILY MINDFULNESS

1

Sit in the sunlight and notice how it feels. Practice mindful breathing daily.

2

Walk barefoot and feel the ground beneath your feet.

3

Listen to music and immerse yourself in the experience

4

Enjoy your meals mindfully

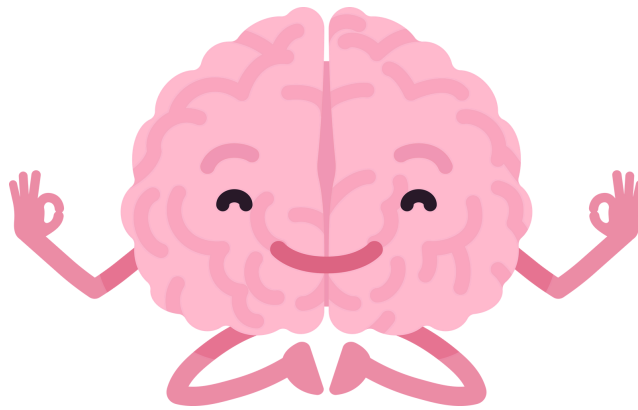
5

Write in your journal to reflect on your day.

# **COGNITIVE SELF-CARE**



# COGNITIVE *Self-care*



Cognitive self-care involves practices and strategies that focus on maintaining and enhancing mental clarity, emotional resilience, and overall cognitive function.

# YOU ARE WHAT YOU THINK!

*Thought*

I am a loser!

**Situation**

You encountered a  
significant obstacle  
in achieving your goal

*Feeling*

*How would you feel?*

*Behavior*

*How would you react?*

# YOU ARE WHAT YOU THINK!

## *Thought*

This setback does not  
determine my worth or  
competence!

## Situation

You encountered a  
significant obstacle  
in achieving your goal

## *Feeling*

*How would you feel?*

## *Behavior*

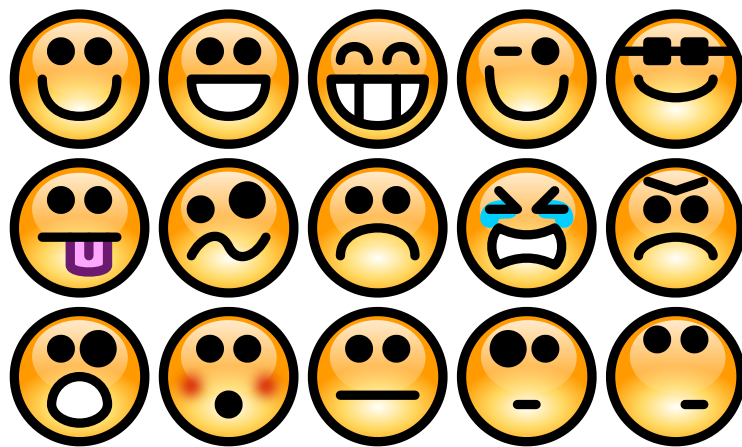
*How would you react?*

# EMOTIONAL SELF-CARE



# EMOTIONAL

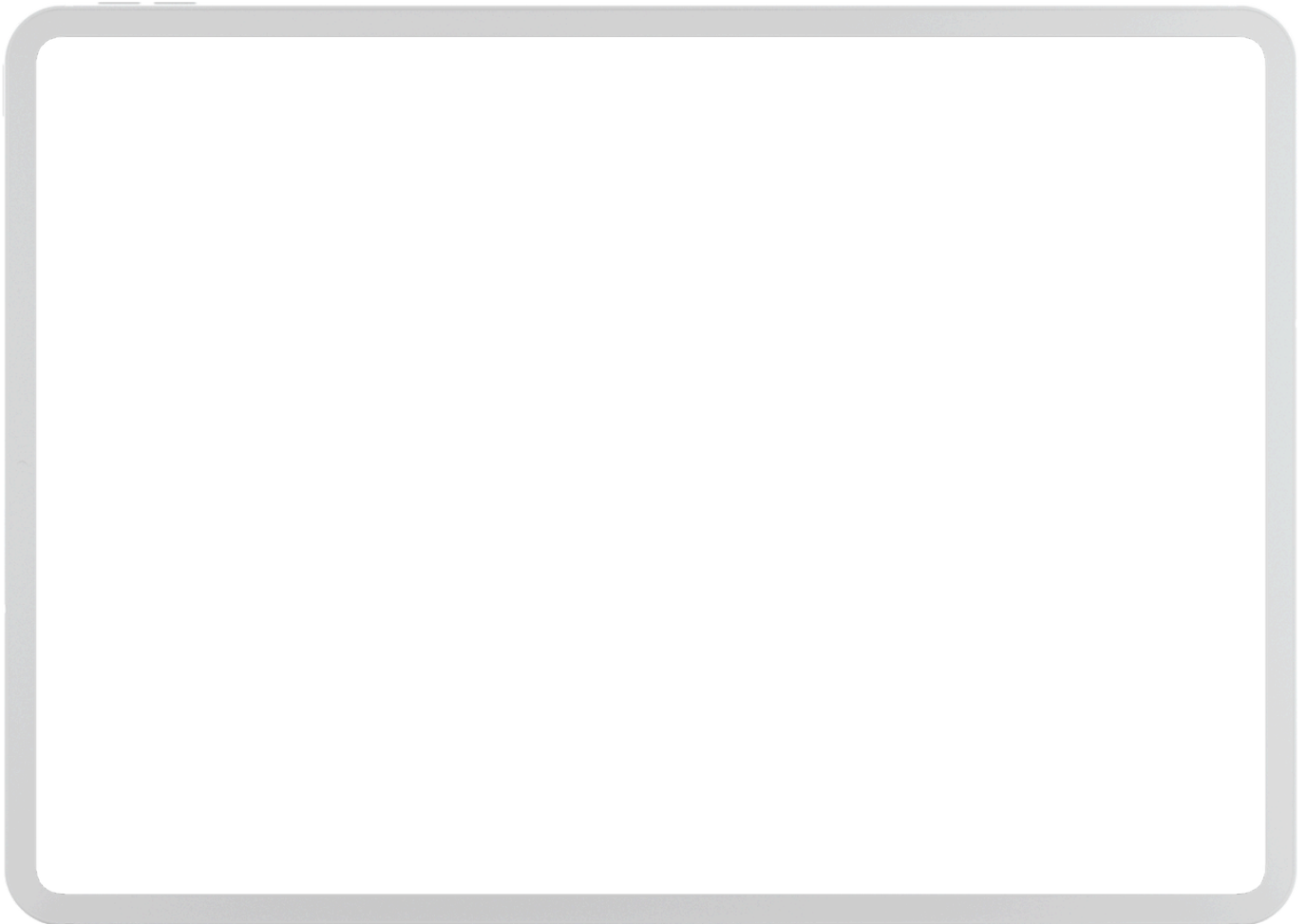
## *Self-care*



Emotional self-care focuses on nurturing your emotional well-being. This dimension involves recognizing and processing your emotions, seeking support from friends or professionals when needed, setting boundaries, and engaging in **activities that bring you joy and relaxation** (e.g art therapy).

## **ACKNOWLEDGING EMOTION**

Describe or draw your emotions that  
you feel at this moment.

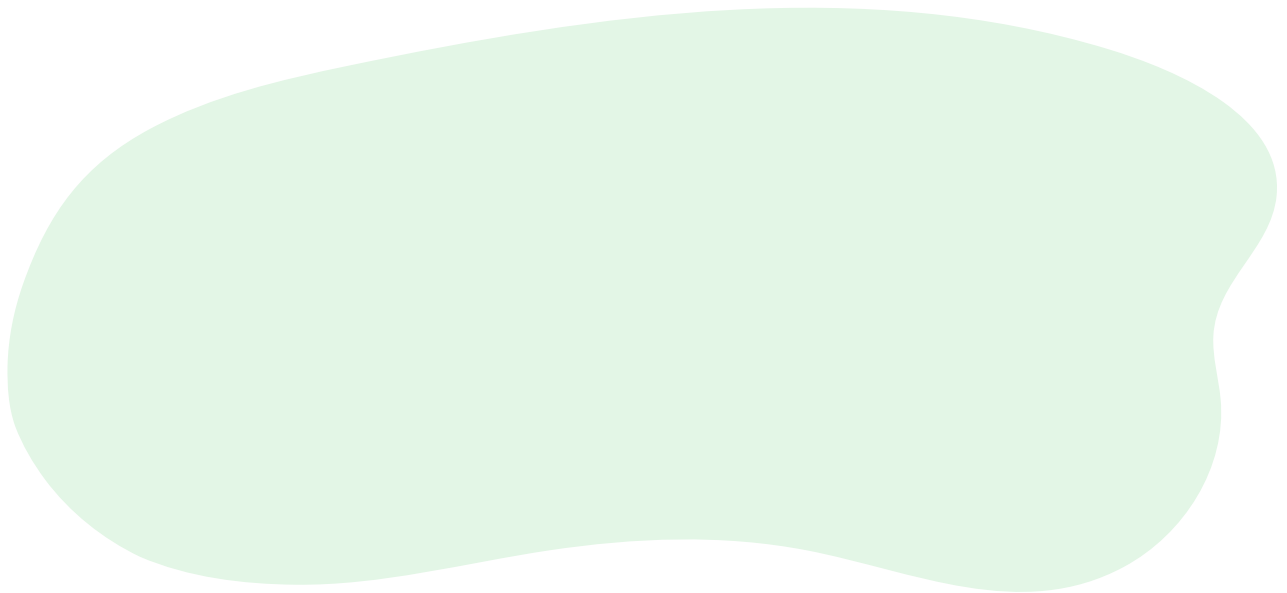


Tool: Color pencils or crayons



## **ACKNOWLEDGING EMOTION**

Create an 'object' that represents your sadness.



Tool: Playdoh

# DAILY JOURNAL

Things that made me happy today:

Something I learned today:

Something I want to improve tomorrow:

Things i am grateful for:

Other thoughts:

# SELF-CARE PLANNER

Date: \_\_\_\_\_

Week: \_\_\_\_\_

## MY SCHEDULE

---

---

---

---

---

---

---

## MY TOP PRIORITIES

---

---

---

---

## NOTE TO MYSELF

## WHAT I EAT FOR:

Breakfast: \_\_\_\_\_

Lunch: \_\_\_\_\_

Dinner: \_\_\_\_\_

## TODAY'S INTAKE:



Workout:

Yes

No

# **PHYSICAL SELF-CARE**



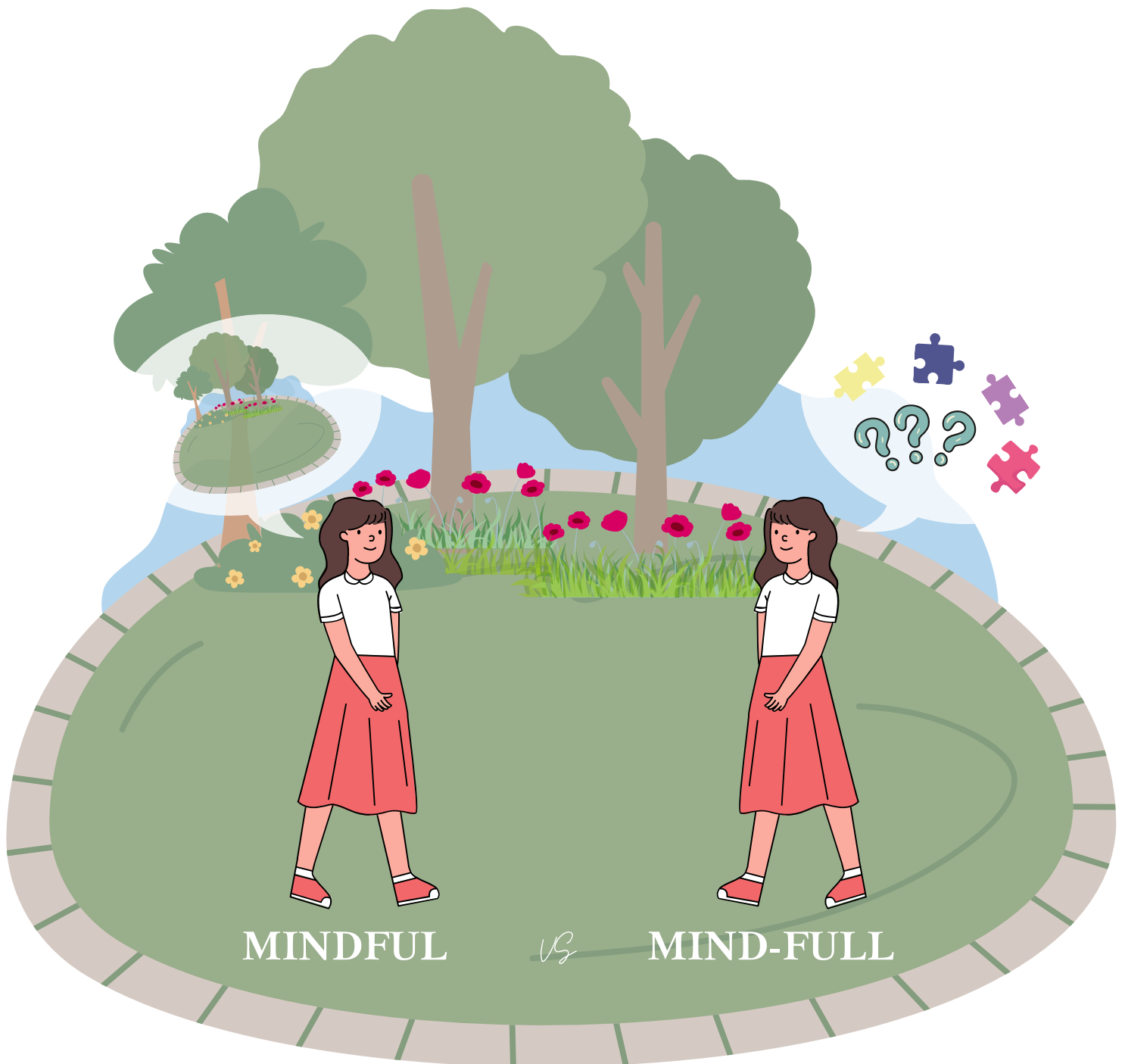
# PHYSICAL

## *Self-care*



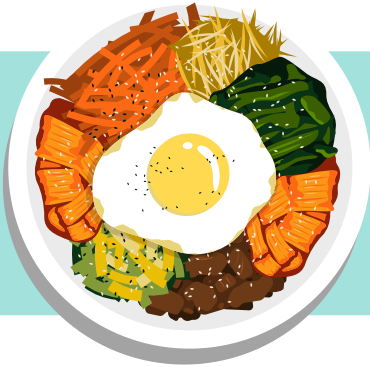
This dimension involves taking care of your body's physical needs. It includes activities such as regular exercise, maintaining a balanced diet, getting enough sleep, practicing good hygiene, and attending to any medical or health needs.

# EXERCISE OR GO FOR A WALK



Exercise or go for a walk

# EAT A HEALTHY MEAL



## *Control portion sizes*

Use smaller plates and bowls.  
Be mindful of serving sizes to  
avoid overeating



## *Eat a balanced diet*

Aim to consume a variety  
of nutrient-dense foods  
from all food groups.

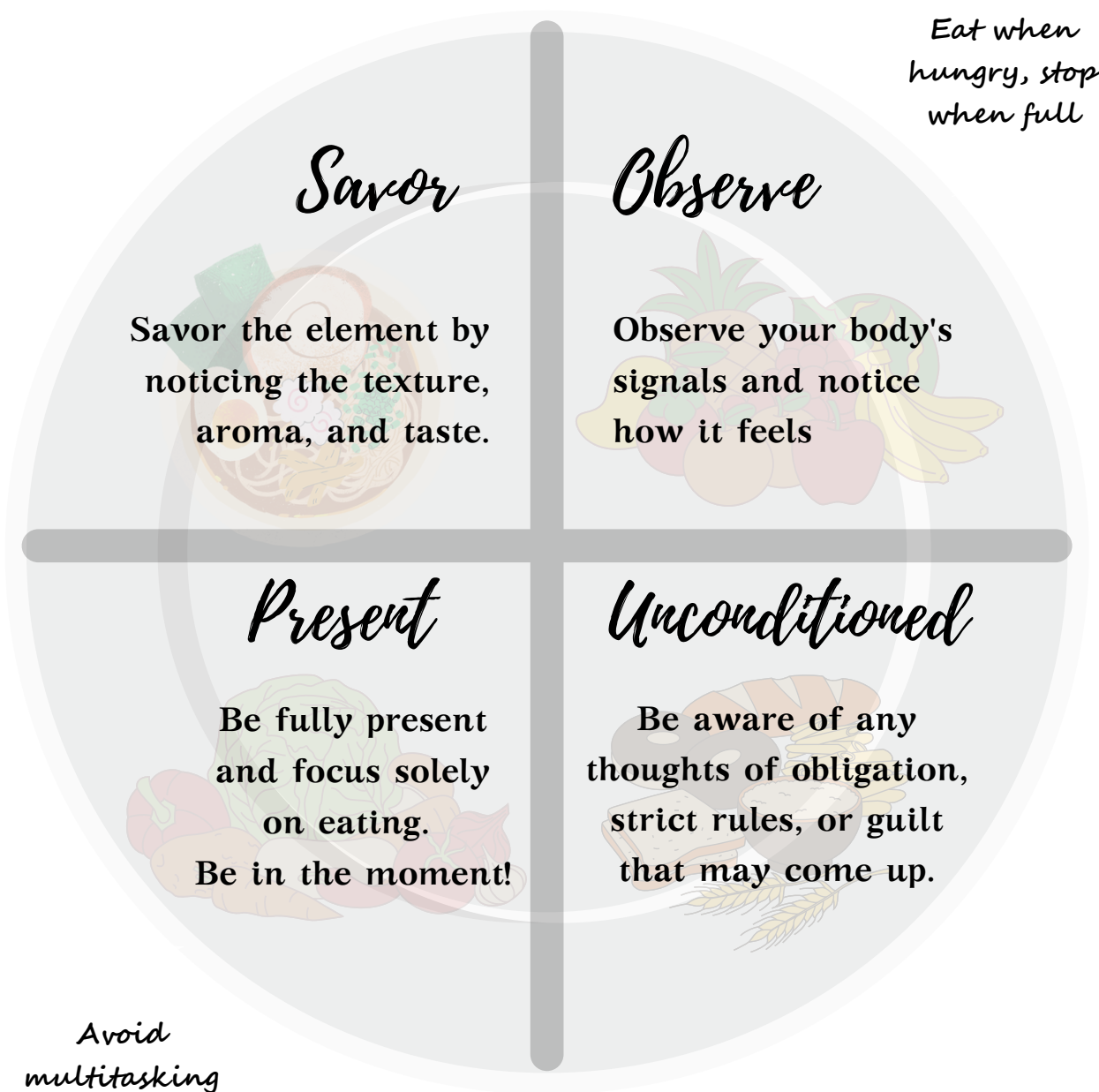


## *Limit processed foods*

Choose whole, minimally  
processed foods over highly  
processed options

# S.O.U.P

## MINDFUL EATING





## EAT A HEALTHY MEAL



How is this experience similar to or different from how you usually eat?



Did anything about this experience surprise you?



What did you notice about the food you chose in terms of sight, touch, sound, smell, and taste?

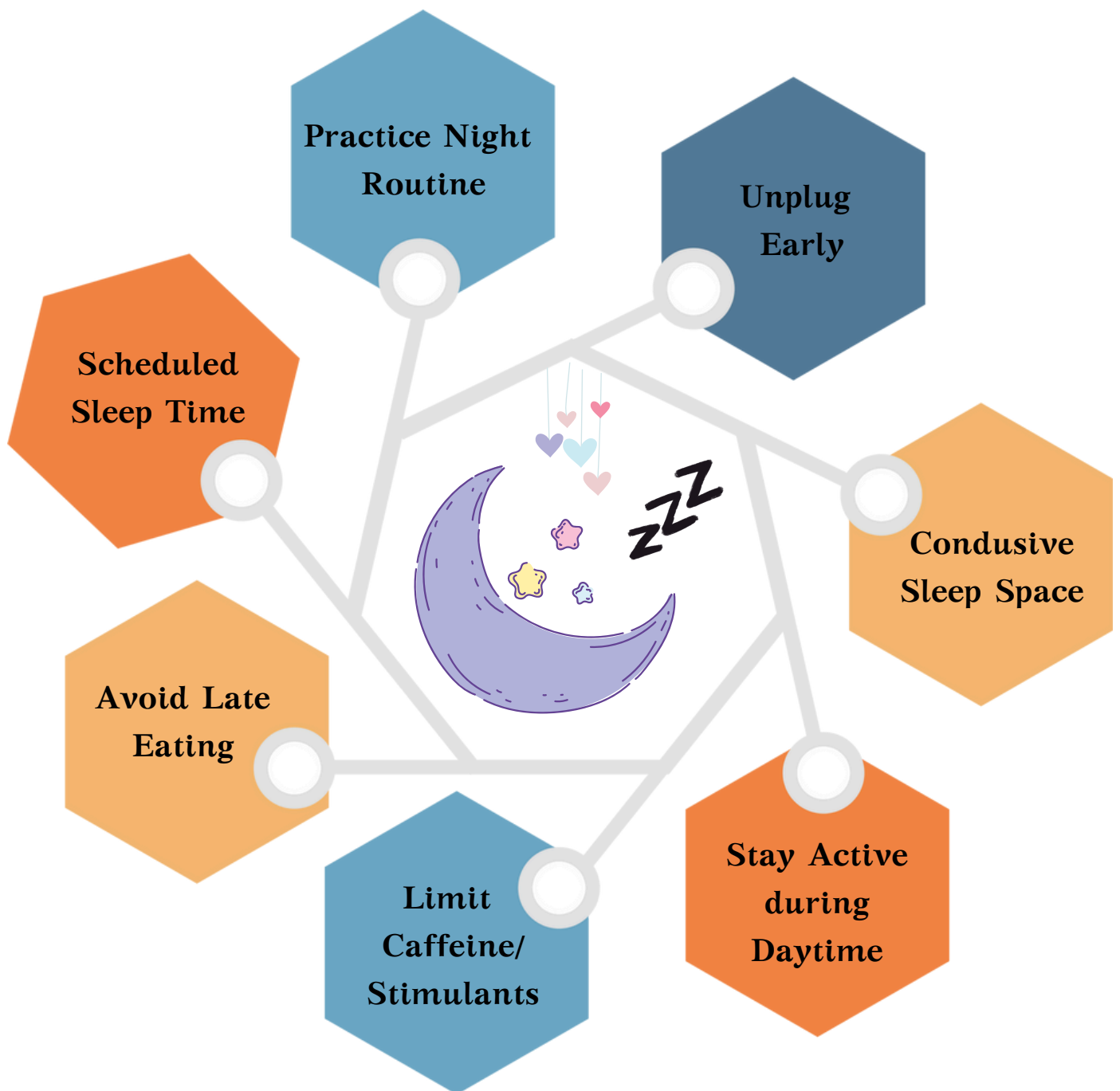


What thoughts or memories came to mind during this exercise?



What is one tip you would take from this experience to use in your future eating habits?

# SLEEP HYGIENE TIPS



## SELF-CARE CHECKLIST



Eat healthily

---



Get enough sleep

---



Acknowledge feeling

---



Be kind to self and others

---



Connect with others

---



Be mindful

---

**I PROMISE MYSELF TO...**



A branch with several green, oval-shaped leaves, some showing signs of aging or damage, extending from the top left towards the center.A single, fully bloomed white rose with many layers of petals, positioned on the right side of the image.A single, unopened white rose bud on a green stem, positioned at the bottom center of the image.

I cherish who I am,  
nurturing my mind,  
body, and spirit with  
care.



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Inspired by years of experience in helping individuals transform their lives, this workbook is a practical guide to self-care. Having seen the remarkable impact of prioritizing well-being, I've distilled real-world strategies and insights into this comprehensive resource. With a focus on actionable tools and guidance, this workbook aims to empower you to achieve your self-care goals and embrace a balanced, fulfilling life. Join me on this journey to enhance your overall well-being and unlock your true potential.

