

iVY Supplemental Materials



## Video Counseling Guide Focused Sessions

Week	Session Type	Session Topic	Menu Topics
13	Intro Session	Welcome and overview	--
14	Core Sessions (5)	Pros and Cons	--
15		SMART Goals	--
16		Action Plan	--
17		Monitor Outcomes	--
18		7 Steps of Problem Solving	--
19	Menu (5)	Chose from the menu -->	- Pleasurable Activities
20			- Stress and Coping
21			- Effective Communication
22			- Healthy Boundaries
23			- Practicing Acceptance
			- CBT (thought-emotion connection)
			- Identifying Values
			- Triggers
			- Motivation
24	Final Session		--
25	<i>Make up week</i>		
26	<i>Make up week</i>		
27	<i>Make up week</i>		
28	<i>Make up week</i>		

# \* Decisional Balance \*

It's common to have mixed feelings or feel stuck when thinking about making a change. Identifying and weighing the benefits and costs (or pros and cons!) can help provide clarity. It can also serve as a reminder when we find ourselves feeling confused, overwhelmed, or just wanting to give up. In order for a change to be made, the costs need to outweigh the benefits.

	Benefits/Pros	Costs/Cons
Continuing/ Staying the same	<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>•</li></ul>
Making a Change	<ul style="list-style-type: none"><li>•</li></ul>	<ul style="list-style-type: none"><li>•</li></ul>

## \* Helpful Questions for Reflection:

1. What stood out to you as you went through this exercise:
2. What needs are being met by the behavior that you are contemplating changing (e.g. safety, satisfaction, connection, etc.)
3. If you were to reduce or stop the behavior, what are some healthy replacement behaviors to continue meeting the needs you listed above?
4. What is the smallest amount of change you are comfortable with?
5. If you choose to make a change, what are your first steps? (questions adapted from: cerebral.com)

# \* Decisional Balance \*

It's common to have mixed feelings or feel stuck when thinking about making a change. Identifying and weighing the benefits and costs (or pros and cons!) can help provide clarity. It can also serve as a reminder when we find ourselves feeling confused, overwhelmed, or just wanting to give up. In order for a change to be made, the costs need to outweigh the benefits.

## EXAMPLE: EXERCISE at least 3x a Week

	Benefits/Pros	Costs/Cons
Continuing/ Staying the same	<ul style="list-style-type: none"> <li>• More time for other stuff like work, TV, friends</li> <li>• Don't need to stress about whether I exercised or not-it's one less thing to think and feel bad about</li> <li>• Can focus on walking and meditation</li> </ul>	<ul style="list-style-type: none"> <li>• don't feel as good/fit physically</li> <li>• have less energy</li> <li>• feel bad about myself sometimes</li> <li>• don't feel as productive in my day</li> <li>• Mental health suffers; no outlet for stress</li> </ul>
Making a Change	<ul style="list-style-type: none"> <li>• feel better mentally</li> <li>• more energy after</li> <li>• feel good about myself and my efforts</li> <li>• physically healthier in the short term and for my future self</li> <li>• sleep better when I work out</li> </ul>	<ul style="list-style-type: none"> <li>• take time and energy to push myself to get started</li> <li>• it can trigger a negative spiral where I'm hard on myself when I don't do it</li> <li>• could take away time from other things I have going on-needs to be planned</li> <li>• could cost some money if I join a gym or something</li> </ul>

### \* Helpful Questions for Reflection:

1. What stood out to you as you went through this exercise:
2. What needs are being met by the behavior that you are contemplating changing (e.g. safety, satisfaction, connection, etc.)
3. If you were to reduce or stop the behavior, what are some healthy replacement behaviors to continue meeting the needs you listed above?
4. What is the smallest amount of change you are comfortable with?
5. If you choose to make a change, what are your first steps? (questions adapted from: cerebral.com)

## BRAINSTORMING SESH for creating SMART Goals!

- ☆ Which barrier is having the greatest impact on your health today?
  - *Think:* how often and how serious is this issue impacting my
    - daily life
    - the future I want
    - my personal values
- ☆ Jot a list of goals down
- ☆ Rank goals in order of importance
  - *Think:* “If I were to achieve the goals on this list which would have the greatest impact on my health?”
- ☆ Narrow it down to one specific problem
  - *Think:* Is it...
    - Objective
    - Current
    - Specific
    - Solvable
- ☆ Break large problems into small steps
- ☆ Explore areas of strength/challenge related to the problem
- ☆ Goal should be:
  - Realistic-can reasonably be completed
  - Clear-exactly what steps to take identified
  - Not too easy, not too hard-challenging but not impossible or too global
  - Clear end point-set time for when it's completed

## SMART GOAL EXAMPLES:

<b>SPECIFIC</b>	<ul style="list-style-type: none"> <li>• Describe your goal, and be as specific as possible</li> <li>• Who, what, where, when, why, and how?</li> <li>• Example: <i>My goal is to drink 6 cups of water every day.</i></li> </ul>
<b>MEASURABLE</b>	<ul style="list-style-type: none"> <li>• How can you track your progress?</li> <li>• How will you know when you've completed your goal?</li> <li>• Example: <i>I will track my progress by logging how many glasses of water I drink each day on my cell phone or in my planner.</i></li> </ul>
<b>ATTAINABLE</b>	<ul style="list-style-type: none"> <li>• Is this goal realistic?</li> <li>• Who can help you? How can they help?</li> <li>• Example: <i>I will achieve this goal by keeping a clear water bottle with me, so I can tell how much water I have drunk, and I will also set alarms throughout the day to remind myself to drink!</i></li> </ul>
<b>RELEVANT</b>	<ul style="list-style-type: none"> <li>• How does this goal fit into your life right now?</li> <li>• Is this goal worth accomplishing? How is it meaningful to you?</li> <li>• How does this goal fit into your larger objectives?</li> <li>• <i>This goal will help me to be healthier and will also help with my energy levels and skin!</i></li> </ul>
<b>TIME-BOUND</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> When will you achieve your goal?</li> <li><input type="checkbox"/> How will you track progress?</li> <li><input type="checkbox"/> Example: <i>I will be drinking 8 cups of water per day consistently by February 15<sup>th</sup>!</i></li> </ul>

# SMART Goal

Initial Goal	Write your goal here.  
S Specific	Your goal should be well defined, detailed and clear.  
M Measurable	Is your goal measurable? You should be able to tell when you reach your goal.  
A Achievable	Can you reach the goal, taking into account your available time, skills, and financial status?  
R Relevant	Is this goal worth accomplishing? How is it meaningful to you?  
T Timely	Set a start and finish date for your goal.  Start Date: _____ Finish Date _____
SMART Goal	Revise your goal based on the answers to the questions above.  

## Action Plan

What steps do you need to take to get you to your goal?

Action Items	Expected Completion Date	Actual Completion Date

## Potential Obstacles and Solutions

Potential Obstacles	Potential Solutions

### Goal Achievement Supports

Internal Resources (i.e. determination, sense of humor, patience)	External Resources (i.e. support system, providers, dancing, support group)	Strengths	Past Successes

## Action Plan Example

### What steps do you need to take to get you to your goal?

Action Items	Expected Completion Date	Actual Completion Date
Drink 6 cups of water every day by February 21 <sup>st</sup> .	February 21	
1. I will set three reminders on my phone for 8am, 1pm, and 6pm.	✓	
2. Put out my clear water bottle on the counter in the kitchen the night before after my 6pm alarm so I see it when I wake up in the morning. Put an extra bottle in the car in case I forget mine.		
3. Schedule a call with my friend for 1x a week to check in and put it into my calendar with 15 min reminder.	✓	
4. Use my drinking water app to track how many days I have accomplished my goal.		

### Potential Obstacles and Solutions

Potential Obstacles	Potential Solutions
I might ignore my phone alarms.	I set three so hopefully this will help me if I forgot the last one.
I could forget to set my water out, or bring it in, or get too busy to drink my water.	Having two clear jugs will help me. Also making the habit of carrying it around will help.
I could get discouraged if I don't meet my goal.	I can remind myself this is a new habit and practice for me and will take time. I can be proud I am working on it and know if I continue I will eventually remember and make the new habit.

### Goal Achievement Supports

Internal Resources (i.e. determination, sense of humor, patience)	External Resources (i.e. support system, providers, dancing, support group)	Strengths	Past Successes
persistence	Friend is doing it with me	I don't give up easily	I added more veggies to my meals and started exercising more.
I know my why-to be healthier and feel better!	Also have other friends and family are supportive.		

## Action Plan

What steps do you need to take to get you to your goal?

**GOAL: (time bound, SMART goal) add box or lines: Try out 2 different things in the month of February to help with soreness and back pain to see if they are helpful and increase wellbeing.**

Action Items	Expected Completion Date	Actual Completion Date

## Potential Obstacles and Solutions

Potential Obstacles	Potential Solutions

**Goal Achievement Supports (flip strengths and past successes and rename strengths)**

Internal Resources (i.e. determination, sense of humor, patience)	External Resources (i.e. support system, providers, dancing, support group)	Strengths	Past Successes

# Monitor and Evaluate the Outcome Steps

*Review* all tasks on Action Plan/SMART goal on a set pre-determined schedule: Don't wait until the end date.

- Are there any changes you have noticed so far (especially small or short term differences!)

*Think:*

- Satisfaction with efforts
  
- Impact on mood, behavior, functioning, relationships, etc.

*Reframe* "failures" as difficulties and opportunities to learn more

- What exactly happened when you tried to implement the plan?
  
- What did you learn that you didn't know before?
  
- Is the goal realistic? Should it be more clear?
  
- Have new obstacles come up?
  
- Are the steps difficult? Why?
  
- When not reached, it is usually a poorly defined problem/goal, not truly relevant or within your control, or too large: Redefine and simplify

*Redefine* the problem, modify the goal, simplify the action steps or choose a new problem/goal to implement

# Steps of Problem Solving

## Problem Solving Skills Worksheet EXAMPLE

**STEP 1.** Define the problem you are having:

*I want to take my medication more consistently (every day) and I have a very busy and changing schedule that makes it hard to do this.*

**STEP 2.** What do you want to change /What is your goal/ desired outcome?

*I want to take my medication every day at the same time and I want to accomplish this by this same date next month.*

**STEP 3.** What can you do? Brainstorm for alternative solutions (No answer is good or bad here).

- a. *Put my medication by my toothbrush or on my nightstand.*
- b. *Set an alarm on my phone.*
- c. *Have a way to check off when I complete/take my meds each day with an encouraging note.*
- d. *Put some medication in a discreet holder in my car or keychain for when on the road.*

**STEP 4.** What are the consequences of each choice? Weigh out your options (what has the most “pro’s” and the least “con’s”)

Solutions	Pros	Cons
a. Put my medication by my toothbrush or on my nightstand.	It will help me to set the habit of doing it every day at the same time.	Great for when I’m home but not when I’m traveling, and my roommates might see it and get nosy.
b. Set an alarm on my phone.	It can help me remember no matter where I am.	I might be busy when the alarm goes off and forget later.
c. Have a way to check off when I complete/take my meds each day with an encouraging note.	This will help me to stay positive, keep track, and feel good to check it off when I’m done.	Might feel bad if I have several unchecked.
d. Put some medication in a discreet holder in my car or keychain for when on the road.	Will help for busy days.	Can’t think of any.

**STEP 5.** Choose the best solution for you at this time

*I am going to start with D.*

**STEP 6.** How are you going to implement and carry out the solution (what are the steps/objectives to reaching your goal)

*I am going to start with D. and the steps are to:*

- *Buy a pill carrier for my keychain on Amazon*
- *Once I get it, add some pills in and complete this by the end of the week by adding a reminder to my phone every day in the morning to check if I have it done.*

**STEP 7.** How will I Monitor my goal and evaluate the outcome? (Do you need to change solutions? Do you need to modify your plan? Do you need to change your time frame?)

*I will track my progress by using WYZ app to check off when I am taking my medications.*

*I will modify by adding an encouraging sticky note on my mirror for when I'm feeling down on myself.*

*My goal is working well for when I am traveling. I am still missing some doses, so I think the best next step will be to do C. and use WYZ app to check off when I am taking my meds every day. I also put an encouraging sticky note on my mirror for me that says-“You are taking care of you. You got this!!”*

# 7 Steps of Problem Solving

## Problem Solving Skills Worksheet

**STEP 1.** Define the problem you are having (what's the goal and what is the barrier/getting in the way).

Go into work, no unnecessary call outs. Barrier: my motivation, lower effect financial/need rest time

**STEP 2.** What do you want to change /What is your goal/ desired outcome?

Allowing the responsibility and positive pressure of being a leader to motivate me to show up

**STEP 3.** What can you do? Brainstorm for alternative solutions (No answer is good or bad here).

- a. Wanting to set a good example for other workers
- b. being accountable
- c. being a part of the operation, something bigger, important role to play
- d.

**STEP 4.** What are the consequences of each choice? Weigh out your options (what has the most "pro's" and the least "con's")

Solutions	Pros	Cons
a.		
b.		
c.		
d.		

**STEP 5.** Choose the best solution for you at this time.

**STEP 6.** How are you going to implement and carry out the solution (what are the steps/objectives to reaching your goal)?

When wake up tired/low motivation, not sleep if not asleep by 7-8pm (find something to keep me busy/distracted).  
Getting regular sleep.

**STEP 7.** Monitor your goal and evaluate the outcome. Do you need to change solutions? Do you need to modify your plan? Do you need to change your time frame?

# Values

**Values** are what we find meaningful and important. These can be different for different people.

Values are important to explore, because much of our goal-directed activity comes from a foundation of what is valued. For example, one may value a healthy lifestyle, and a related goal may be to exercise daily. We may value family, and therefore choose to schedule in time with them. Or if we don't have a family, our activities could lead to getting married and starting one.

It is common to mistake certain wishes and feelings for values. **Values are not internal states, how people treat us, or specific things to achieve.**

Below are some of the common areas of life that people value and may lead to goal-directed activity.



On the next page is a list of values that are related to the categories below. Use them to start listing your own values on the following page.



## Physical well-being

What kind of values do you have regarding your physical wellbeing? How do you want to look at yourself?

## Family relationships

What kind of relationships do you want with your family? What kind of mother/father/ brother/sister/uncle/ aunt do you want to be? What is important to you about a good family?

## Intimate relationships

What kind of partner do you want to be? What quality of relationship do you want to be part of? How do you want to spend time together?

## Citizenship/Community

What kind of environment do you want to be a part of? How do you want to contribute to your community?



## Mental/Emotional Health

What helps you maintain sound mental health? Why is this important to you? What issues would you like to address?

## Spirituality

What kind of relationship do you want with God/nature/ the Earth/mankind? What does having a spiritual life mean to you? How can you exercise this?

## Friendships/ social relations

What sort of friend do you want to be? How would you like to act towards your friends? How can these relationships be improved?

## Hobbies/ Recreation

How would you like to enjoy yourself? What relaxes you? When are you most playful? Are there any special interests you would like to pursue?

## Education/training/ personal growth

How would you like to grow? What kind of skills would you like to develop? What would you like to know more about?

## Employment/career

What kind of work is valuable to you? What qualities do you want to bring as an employee? What kind of work relationships would you like to build?

Below is a list of general value categories, and some specific values that are common in each. See if any of them fit you, and use this page to fill out the values rating sheet on the next page.

### Family relations

- Work on current relationships
- Spend time with family
- Take an active role in raising my children
- Maintain consistent healthy communication

### Marriage/couples/intimate relationships

- Establish a sense of safety and trust
- Give and receive affection
- Spend quality time with my partner
- Show my partner how much I appreciate them

### Friendships/Social Relationships

- End destructive relationships
- Reach out for new relationships
- Feel a sense of belonging
- Have and keep close friends
- Spend time with friends
- Have people to do things with

### Mental/Emotional health

- Seek fun and things that give me pleasure
- Have free time
- Be independent and take care of myself
- Challenge my negative thinking
- Make my own decisions
- Engage in therapy
- Take my medications
- Stay active

### Physical well-being

- Live in secure and safe surroundings
- Engage in regular exercise
- Have a steady income to meet physical needs
- Eat foods that are nourishing to my body
- Maintain a balance between rest and activity
- Get enough sleep

### Citizenship/Community

- Contribute to the larger community
- Help people in need
- Improve society
- Be committed to a cause or group that has a larger purpose
- Make sacrifices for others

### Spirituality

- Follow traditions and customs
- Live according to spiritual principles
- Practice my religion or faith
- Grow in understanding myself, my personal calling, and life's purpose
- Discern the will of God
- Find meaning in life
- Develop a personal philosophy of life
- Spend time in nature
- Focus on the greater good

### Education/Training/Personal Growth

- Be involved in undertakings I believe personally are significant
- Try new and different things in life
- Learn new things
- Be daring and seek adventure
- Have an exciting life
- Learn to do challenging things that help me grow as a person

### Employment

- Be powerful and able to influence others, have authority
- Make important decisions that affect the organization
- Be a leader
- Make a great deal of money
- Be respected by others
- Be seen by others as successful, be ambitious
- Become well-known, obtain recognition and status
- Be productive, work hard
- Achieve significant goals
- Enjoy the work I do
- Do what I'm told and follow the rules

# Values Rating Sheet

Based on personal exploration, write a summary of your values. For example, "to live a healthy life and take care of my body" (physical well-being), or "to be a good friend to people who need me, and to enjoy time with people I love"(friendships).

Rate each domain for how important it is to you from 0-10 (0 = not important, 10 = extremely important).

Remember: values are not internal states, how people treat us, or specific things to achieve.

Physical well-being

Family relationships

Intimate Relationships

Citizenship/Community

Mental/Emotional Health



Spirituality

Other?

Friendships/social relations

Hobbies/Recreation

Education/training/  
personal growth

Employment/career

# Translating Values into Activities...

The next step is to translate our values into activities that help us fulfill on those goals.

Take a moment to think about the values that you identified on the previous page. What are some short term goals in each area? What are some long term goals? Use this page and the next to start to brainstorm. Write down your results on the upcoming page: "Values, Pleasure, and Mastery Master List."

## VALUE

## ACTIVITIES

Example:

### Personal Growth

I want to be actively getting better every day. I want to embrace new things that challenge me and surround myself with people and things that help me to be my best.



I'm going to read a book or listen to a podcast for 15 minutes a day and talk about it with a friend or family member.

---

---

---

---

---

---

---



---

---

---

---

---

---

---

# VALUES

## What are your core values? How do your values drive your actions?

### Instructions:

Listed below are 50 values. Read through the list. When you find a value that is important to you, circle it. Next, condense the circled list to the 10 values that most describe you. Finally, reflect on the meaning of each of these 10 values, and ask yourself if they are congruent with the choices you make and the actions you take on a daily basis. If so, great! Keep it up! If not, look at how you may create a life of greater integrity and happiness! Enjoy!

ACCEPTANCE To be accepted as I am	ECOLOGY To live in harmony with and protect the environment	INNER PEACE To experience personal peace	RESPONSIBILITY To make and carry out important decisions
ACCURACY To be correct in my opinions and actions	FAME To be known and recognized	INTIMACY To share my innermost experience with others	RISK To take risks and chances
ACHIEVEMENT To accomplish and achieve	FAMILY To have a happy, loving family	JUSTICE To promote equal and fair treatment for all	ROMANCE To have intense, exciting love in my life
ADVENTURE To have new and exciting experiences	FLEXIBILITY To adjust to new or unusual situations easily	KNOWLEDGE To learn and possess valuable knowledge	SAFETY To be safe and secure
ATTRACTIVENESS To be physically attractive	FORGIVENESS To be forgiving of others	LEISURE To make time to relax and enjoy	SELF-ACCEPTANCE To like myself as I am
AUTHORITY To be in charge of others	FRIENDS To have close, supportive friends	LOGIC To live rationally and sensibly	SELF-CONTROL To be self-disciplined and govern my own activities
AUTONOMY To be self-determining and independent	FUN To play and have fun	LOVED To be loved by those close to me	SELF-ESTEEM To feel positive about myself
BEAUTY To appreciate beauty around us	GENEROSITY To give what I have to others	LOVING To give love to others	SELF-KNOWLEDGE To have a deep, honest understanding of myself
CARING To take care of others	GENUINENESS To behave in a manner that is true to who I am	MASTERY To be competent in my everyday activities	SERVICE To be of service to others
COMFORT To have a pleasant, enjoyable life	GRATITUDE To remember what I appreciate	MODERATION To avoid excess and find a middle ground	SEXUALITY To have an active and satisfying sex life
COMMITMENT To make a long-lasting and deep commitment to another person	GROWTH To keep changing and growing	MAKING A DIFFERENCE To have one close, loving relationship	SIMPLICITY To live life simply, with minimal needs
COMPASSION To feel and show concern for others	HEALTH To be physically well and healthy	ORDERLINESS To have a life that is well-ordered and organized	SPIRITUALITY To grow spiritually
COMPLEXITY To have a life full of variety and change	HELPFULNESS To be helpful to others	PLEASURE To have experiences that feel good	STABILITY To have a life that stays fairly consistent
CONTRIBUTION To make a contribution that will last after I am gone	HONESTY To be truthful and genuine	POPULARITY To be well-liked by many people	STRENGTH To be physically/emotionally strong
COURTESY To be polite and considerate to others	HUMILITY To be modest and unassuming	POWER To have control over others	TOLERANCE To accept and respect those different from me
CREATIVITY To have new and original ideas	HUMOR To see the humorous side of myself and the world	PURPOSE To have meaning and direction in life	VIRTUE To live a morally pure and excellent life
DEPENDABILITY To be reliable and trustworthy	INDEPENDENCE To be free from depending on others	REALISM To see and act realistically and practically	WEALTH To have plenty of money
DUTY To carry out my duties and responsibilities	INDUSTRY To work hard and well at my life tasks		

Source: Miller, W.R., C'deBaca, J., & Matthews, D.B. (1994). Values Card Sort. Unpublished manuscript: University of New Mexico.

[www.winona.edu/resilience](http://www.winona.edu/resilience)



# VALUES-BASED LIVING

---

1. What are some of your top values?
2. How do these values guide your words and actions?
3. How do you feel when you make choices aligned with your values versus times when you don't?
4. What changes would you like to make with any actions out of alignment with your values?

## Pleasure

Pleasure involves activities that we enjoy for the sake of the activity itself. There are many different kinds of pleasure. Those that are most sustainable involve “play” such as hobbies and other recreational activities. Social activities can also involve pleasure. Other types of pleasure, such as sensory experiences (food, drink, images, touch, etc.) can also be enjoyable if done in moderation.

Below are examples of enjoyable activities that are enjoyed by many. Circle the ones that apply to you, and add others that aren’t included below.



- Enjoying own children and/or young relatives
- Enjoying close friends
- Hanging out with large groups of friends/acquaintances
- Parties, meeting new people
- Romance
- Pets
- Clubs: meeting people with similar interests
- Enjoying food and drink with others

## Hobbies, Interests, and other “play”

- Reading
- TV, movies, plays
- Dancing
- Playing or listening to music
- Board games or cards
- Arts and crafts, sewing, painting
- Cooking
- Walking, hiking, enjoying nature, fishing
- Sports (basketball, softball, swimming, etc.) or going as a spectator
- Martial arts (karate, etc.)
- Museums/zoos
- Video games
- Traveling, sightseeing, going to the beach, sunbathing

## Social Activities

- Spending time with family
- Shopping
- Gardening/decorating
- Photography
- Comedy: TV, recordings, live
- Religion or spirituality



## Sensory Experiences

- Pleasant smells, images, sounds, physical touch, tastes
- Taking a bath
- Listening to soothing music
- Mindful tasting

Other?

---

---

---

## **Mastery**

Mastery involves activities, such as work or sports, that involve the development of skills; we are able to accomplish things and feel a sense of mastery over our environment. When enjoyed in moderation and diversified well with other activities, they can increase positive emotions and improve how we feel about ourselves.

Here are some examples of how people experience mastery to experience fulfillment in their lives. Circle the ones that apply to you and add others that aren't included below.



## Job or Meaningful Daytime Activity

Look for or attempt to develop some of these qualities in your occupation volunteer work, or other meaningful daytime activity:

- Enjoyment
- Creativity
- Feelings of competence (able to accomplish tasks satisfactorily)
- Potential for development of skills

## Increasing Skills Activities

- Sports
- Music practice and performance.
- Home improvement/building
- Woodworking
- Visual art (painting, drawing, pottery, sewing, knitting)
- Learning about interests (history, politics, food, language, culture, etc.)
- Crafting, pottery, and other creative skills



Other? \_\_\_\_\_

# Activities List: Pleasure and Mastery

Here are some examples of activities that tend to increase pleasure and mastery. You might think of more that are not listed. Circle the ones that you think could lead to enjoyment or mastery for yourself.

1. Soaking in the bathtub
2. Planning my career
3. Collecting things (coins, shells, etc.)
4. Going for a vacation
5. Recycling old items
6. Relaxing
7. Going on a date
8. Going to a movie
9. Jogging, walking
10. Listening to music
11. Saying affirmations out loud
12. Recalling past parties
13. Buying household gadgets
14. Lying in the sun
15. Planning a career change
16. Laughing
17. Thinking about my past trips
18. Listening to others
19. Reading magazines or newspapers
20. Hobbies (or try something new!)
21. Spending an evening with good friends
22. Planning a day's activities
23. Meeting new people
24. Remembering beautiful scenery
25. Saving money
26. Playing a game
27. Going to the gym, exercise
28. Eating
29. Thinking how it will be when I finish
30. Getting out of debt/paying debts
31. Practicing karate, judo, yoga
32. Thinking about retirement
33. Repairing things around the house
34. Working on my car or bicycle
35. Remembering the words and deeds of loving people
36. Wearing sexy clothes
37. Having quiet evenings
38. Taking care of my plants
39. Buying, selling stocks and crypto
40. Going swimming
41. Doodling
42. Exercising
43. Collecting old things/antiquing
44. Going to a party
45. Thinking about buying things
46. Playing golf
47. Playing soccer
48. Flying kites
49. Having discussions with friends
50. Having family get-togethers
51. Riding a motorbike
52. Sex
53. Playing pickleball
54. Going camping
55. Singing around the house
56. Arranging flowers
57. Going to church, praying (practicing religious or spiritual-based activities)
58. Losing weight
59. Going to the beach
60. Thinking I'm an OK person
61. A day with nothing to do
62. Having class reunions
63. Going ice skating, roller skating/blading, skateboarding
64. Organizing my space
65. Going somewhere new (even close by)
66. Sketching, painting
67. Blowing bubbles
68. Doing tie-dye
69. Sleeping
70. Driving
71. Entertaining
72. Going to clubs or community events
73. Thinking about getting married
74. Going bird watching
75. Singing with groups
76. Flirting
77. Playing musical instruments
78. Doing arts and crafts
79. Making a gift for someone

80. Listening to music
81. Watching boxing, wrestling
82. Planning parties
83. Cooking, baking
84. Going hiking, bushwalking
85. Writing books (poems, articles)
86. Sewing
87. Planning outfits to wear; thrifting
88. Working
89. Going out to dinner
90. Discussing books
91. Sightseeing
92. Gardening
93. Going to the beauty salon
94. Early morning coffee and newspaper
95. Playing tennis
96. Kissing
97. Watching children (play)
98. Thinking I have a lot going for me
99. Going to plays and concerts
100. Daydreaming
101. Planning to go to college or university
102. Taking a warm shower or bath
103. Listening to new music
104. Refinishing furniture or designing space
105. Watching movies
106. Making lists of tasks
107. Going bike riding
108. Walks on the riverfront/shoreline
109. Buying gifts
110. Traveling to (national) parks
111. Completing a task
112. Thinking about my achievements
113. Going to a sporting event
114. Eating warm, gooey foods
115. Exchanging texts, chatting on socials
116. Photography
117. Going fishing
118. Thinking about pleasant events
119. Planning healthy meals and snacks
120. Star gazing
121. Lay on back and gaze at clouds passing by in the sky or branches swaying
122. Reading fiction
123. Acting
124. Being alone
125. Writing diary/journal entries or letters
126. Cleaning
127. Reading non-fiction
128. Taking children places
129. Dancing
130. Going on a picnic
131. Thinking "I did that pretty well" after doing something
132. Meditating/ Mindfulness exercises
133. Playing volleyball
134. Having lunch with a friend
135. Making a gratitude list
136. Thinking about having a family
137. Thoughts about happy moments in my childhood
138. Splurging
139. Playing cards
140. Having a political discussion
141. Solving riddles mentally
142. Playing tennis
143. Seeing and/or showing photos
144. Knitting/crocheting/quilting
145. Doing crossword puzzles
146. Shooting pool/Playing billiards
147. Dressing up and looking nice
148. Reflecting on how I've improved
149. Buying things for myself
150. Talking on the phone
151. Going to museums, art galleries
152. Thinking spiritual thoughts
153. Surfing the internet
154. Lighting candles
155. Listening to the radio
156. Spending time in nature
157. Having coffee at a cafe
158. Getting/giving a massage

159. Saying "I love you"
160. Thinking about my good qualities
161. Buying books
162. Having a spa or sauna day
163. Going skiing
164. Going canoeing or white-water rafting
165. Going bowling
166. Doing woodworking
167. Fantasizing about the future
168. Doing dance classes or performances
169. Debating
170. Playing games on my device
171. Having an aquarium
172. Erotica (sex books, movies)
173. Going horseback riding
174. Going rock climbing
175. Thinking about becoming active in the community
176. Doing something new
177. Making jigsaw puzzles
178. Thinking I'm a person who can cope
179. Playing with my pets
180. Having a barbecue
181. Rearranging the furniture in my house
182. Buying new furniture
183. Going window shopping
184. Saying yes to an opportunity

# Pleasurable Activities Chart

Barrier or Goal:	Day and Time to Complete	Enjoyment Rating (1-10) How much do you think you will enjoy this activity?	Importance Rating (1-10) How important is this activity?
Pleasurable/Mastery Activity 1:			
Pleasurable/Mastery Activity 2:			
Pleasurable/Mastery Activity 3:			

\*Don't forget to give yourself credit for your efforts of attempting and/or completing!!



# STRESSORS AND COPING

STRESSOR	CHANGEABLE:	UNCHANGABLE:	REASON
General:	Problem-Solving Focused Coping	Emotion Focused Coping	
Specific Aspects:			
A.			A.
B.			B.
C.			C.

## COPING STRATEGIES:

- A.
- B.
- C.



Passive	Assertive	Passive-Aggressive	Aggressive
"I hope someone comes to my aid on this project."	"I would really appreciate your help on the project."	"I'll get right on it." (But they won't.)	"You must do this right now."
"I know you are probably busy and don't have time to talk, so you can call me back if you want."	"I'm not available to help you today, but I can help you tomorrow."	"I would have told you about the meeting if you would have called."	"How could you be so stupid and have forgotten?"
"I wish I could share my opinion, but I am going to just agree with everything they say."	"I felt sad when you cancelled our plans. Let's set another date right now."	"Oops, I must have forgotten to give you that important message from your boss."	"I need you to stop what you are doing and do what I am asking you right now."

Leslie, S., & Fox, M. (2019). The Comprehensive Clinician's Guide to CBT. PESI.

# Assertive Communication Steps

1. **State the facts:** What happened (or didn't happen)? What was said (or not said)? Stick to observable events ( i.e. They did...He said...)
  2. **Express how you feel:** Describe your emotions about the situation.
  3. **State what you would like:** Use language such as *like*, *prefer*, and *wish*. Avoid demanding language, as it is often triggering and leads to defensive responses.
  4. **Acknowledge the other person:** Use active listening, reflect what you hear back to them—hear them out.
  5. **Consider a compromise:** Be willing to give and take (within the context of both of your boundaries).
- Be mindful 😊 Aim to refrain from yelling, demands, whys, expecting the other person to read your mind, shoulds and similar

## Boundaries and Safe Coping

	Old Way	New Way
Trigger Situation:	My mother keeps criticizing my decisions.	My mother keeps criticizing my decisions.
<u>Your Coping:</u>	I get overwhelmed and resentful. I just let her talk at me until she's done. Sometimes I turn off my phone and binge-watch until 2AM.	I set a boundary by asking her to stop criticizing me—it is hurting me. And a can't listen to it right now and will leave the room (or hang up and take some space) if necessary.
Consequence:	I feel walked over. I know staying up won't make me feel better in the long term- I am tired the next day and don't feel like doing anything.	I feel better like I have taken control. She seemed surprised and didn't like hearing it, but it was OK.

	Old Way	New Way
Trigger Situation:		
<u>Your Coping:</u>		
Consequence:		



# Boundaries

## Boundaries ARE:

- healthy, values-based limit setting
  - what is OK for you based on your wants, needs, and internal experience
- exist within a relationship to keep that relationship operating at it's best where both people feel safe and valued
- exist within self to promote a sense of trust and security within

## Examples:

- Saying, "I will need to remove myself from this conversation if the name-calling continues" when a family member criticizes your decisions.
- Respecting and understanding when a friend is unable to hang out this evening because they need "me" time.
- Saying "no" when asked to pick up a shift at work and you are tired or already have plans
- Giving myself time to process, "Let me think about that and get back to you." before giving an immediate answer.

# My Boundaries

## \*Making Space\*

**New boundaries with *others* I'd like to try:**

---

---

---

- What would happen if I made this change?

---

- What would happen if things stay the same?

---

- What coping can help me?

---

**New boundaries with *self* I'd like to try:**

---

---

---

- What would happen if I made this change?

---

- What would happen if things stay the same?

---

- What coping can help me?

---

## Accepting Reality: Choices We Can Make

*Five optional ways of responding when a serious problem comes into your life:*

1. Figure out how to solve the problem.
2. Change how you feel about the problem.
3. Accept it.
4. Stay miserable (no skill use).
5. Make things worse (act on your impulsive urges).

*When you can't solve the problem or change your emotions about the problem, try acceptance as a way to reduce your suffering.*

### **Why Bother Accepting Reality?**

- ✓ Rejecting reality does not change reality.
- ✓ Changing reality requires first accepting reality.
- ✓ Rejecting reality turns pain into suffering.
- ✓ Refusing to accept reality can keep you stuck in unhappiness, anger, shame, sadness, bitterness, or other painful emotions.

### **Radical Acceptance**

- ✓ RADICAL ACCEPTANCE is the skill of accepting the things you can't change.
- ✓ RADICAL = complete and total accepting in mind, heart, and body.
- ✓ ACCEPTANCE = seeing reality for what it is, even if you don't like it.
- ✓ ACCEPTANCE can mean to acknowledge, recognize, endure, not give up or give in.
- ✓ It's when you stop fighting reality, stop throwing tantrums about reality, and let go of bitterness. It is the opposite of "Why me?" It **is** "Things are as they are."
- ✓ Life can be worth living, even with painful events in it.

*(continued)*

Adapted from *DBT® Skills Training Handouts and Worksheets, Second Edition*. Copyright 2015 by Marsha M. Linehan. Adapted by permission.

From *DBT® Skills Manual for Adolescents*, by Jill H. Rathus and Alec L. Miller. Copyright 2015 by The Guilford Press. Permission to photocopy this handout is granted to purchasers of this book for personal use only (see copyright page for details). Purchasers can download and print additional copies of this handout from [www.guilford.com/rathus-forms](http://www.guilford.com/rathus-forms).

## Practice Exercise: Accepting Reality

Due Date \_\_\_\_\_

Describe a situation during the week in which you were distressed and there was no way to change the situation right away: \_\_\_\_\_

---

---

---

Rate your distress from 1 to 10 (with 10 being the worst): \_\_\_\_\_

If you couldn't solve the problem right away or change how you felt about it, what did you choose to do (circle one of the remaining three possibilities)?:

1. ~~Solve the problem.~~
2. ~~Change how you feel about the problem.~~
3. ACCEPT the situation.
4. Stay miserable (refuse to accept situation).
5. Make the situation worse.

If you tried to radically accept the situation, what exactly did you do or say to yourself? \_\_\_\_\_

---

---

---

If you chose to stay miserable or make things worse, what did you do? \_\_\_\_\_

---

---

---

---

---

---

---

---

Rate your distress after you turned your mind toward acceptance (rate 0–10, with 10 being the worst distress): \_\_\_\_\_

Adapted from *DBT® Skills Training Handouts and Worksheets, Second Edition*. Copyright 2015 by Marsha M. Linehan. Adapted by permission.

From *DBT® Skills Manual for Adolescents*, by Jill H. Rathus and Alec L. Miller. Copyright 2015 by The Guilford Press. Permission to photocopy this handout is granted to purchasers of this book for personal use only (see copyright page for details). Purchasers can download and print additional copies of this handout from [www.guilford.com/rathus-forms](http://www.guilford.com/rathus-forms).

# \* CBT: Cognitive Behavioral Therapy \*

The cognitive triangle shows how thoughts, emotions, and behaviors affect one another. This means changing your thoughts will change how you feel and behave.

Situation

A **situation** is anything that happens in your life, which triggers the cognitive triangle.

**Thoughts** are your interpretations of a situation. For example, if a stranger looks at you with an angry expression, you could think: "Oh no, what did I do wrong?" or "Maybe they are having a bad day."

Thoughts

Behaviors

Emotions

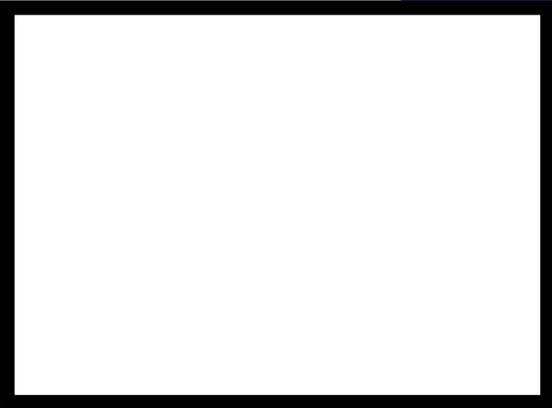
**Behaviors** are your response to a situation. Behaviors include actions such as saying something or doing something (or, choosing not to do something).

**Emotions** are feelings, such as happy, sad, angry, or worried. Emotions can have physical components as well as mental, such as low energy when feeling sad, or a stomachache when nervous.

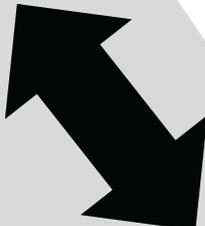
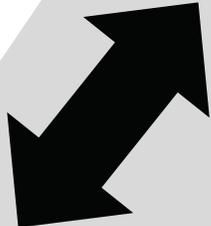
# \* CBT: Cognitive Behavioral Therapy \*



Situation



Thoughts



Behaviors



Emotions



# Triggers

## \* Recognize and Respond \*

**Recognize Trigger:** triggering situation, thought, emotion, and body sensation that led to the problematic response:

---

---

---

- Name it! What would you refer to this trigger as? For example “anger trigger”

---

**Respond to Trigger:** Think about your values and what is most important to you. How do you want to respond when you are practicing being your best self?

---

---

---

- What difference would changing your response to your trigger have?

\* Noticing triggers is a life skill! We don't get to choose if we have triggers, but we can choose how we respond and interact with our triggers.

iVY Fidelity Checklist for Sessions

<b>Question</b>	<b>Response Options</b>
Participant ID	Free text
Participant Name and Last Initial	Free text
Session Date	Free text
Session Status	Partial Completion Other (please describe) Session Length (minutes)
Session Length	___ minutes
Participant Location	Enrollment Site (1 <sup>st</sup> session only) Home Someone else's home Car Workplace School campus Outdoors/in community Other (please describe)
Participant Location Address	Free text
Private Location (nobody else in earshot or eyeshot)	Yes No Other (please describe)
Session Platform(s) used	Zoom Cell Phone Call Other
Video and Sound Quality (0 = worse, 10 = best)	Video quality (rating 0-10) Sound quality (rating 0-10) Number of disconnections (rating 0-10)
Session Type	Introductory Core Menu Wildcard Final
Any additional session notes	Free text
<b>Core Session Fidelity Items</b>	
Core Session Topic	HIV 1A, HIV 1B, MH 2A, MH 2B, SU 3A, SU 3B
Consent Obtained	Yes, No, N/A
Check-in	Yes, No, N/A
Education/Information Provided	Yes, No, N/A
Motivation Assessed and Enhanced	Yes, No, N/A
Check Out	Yes, No, N/A
<b>Additional Menu Session Fidelity Items</b>	
Barrier identified	Yes, No, N/A
Problem Solving Initiated	Yes, No, N/A
Goal/Plan of Action Developed	Yes, No, N/A

Outcome of Last Week's Goal	Attempted and Successful, Attempted and Partially Successful, Attempted and Unsuccessful, Not Attempted, N/A
Barrier/s Identified	Free text
Goal/Plan of Action for the Week	Free text
Additional Session Notes	Free text