

SELF-CARE INVENTORY

Read each statement carefully. Give yourself points as follows:

- ❖ **2 points** if the statement describes what you do **every day/almost always**, at work, at home, on the road
- ❖ **1 point** if the statement describes what you do **sometimes**
- ❖ **0 points** if the statement **never** applies to you

#	QUESTION	SCORE
BODY		
1	I choose water instead of pop and other high calorie drinks	
2	I wait until I am hungry to eat and I stop eating just before I feel full	
3	I use the stairs everywhere possible	
4	When possible, I walk or cycle to meetings, appointments, shopping & other outings	
5	I limit the number of hours I spend watching TV to 2 or less a day	
6	I maintain a healthy weight	
7	I drink at least 8 cups of fluid (water, juice, milk, coffee, tea) throughout my day	
8	I accumulate 60 minutes of “active living” every day (walking, taking the stairs, taking active breaks)	
9	I limit the number of hours I spend at the computer/screen time to 2 or less a day (outside work)	
10	I eat the recommended number of servings of fruits & vegetables throughout my day (7 - 10)	
11	I have healthy snacks with me in my office, on the road and at home (fruits, nuts, veggies)	
12	I do activities that strengthen my muscles, bones & improve posture 2 - 4 days/week	
13	I choose whole grains, low fat foods and limit my sugar intake	
14	I do gentle stretching, and bending activities 4 – 7 days a week	
15	I make sure that I get sufficient sleep every night (7 – 8 hours)	
HEART		
16	I practice deep breathing during stressful times like short deadlines or traffic jams	
17	I have friends I can share things with	
18	I deal with situations directly instead of complaining, and I focus on finding a solution	
19	I take time for myself everyday	
20	I volunteer with a charity, church or social group	
21	I see the glass as half full instead of half empty	
22	I know how to say ‘no’ when I need to	
23	I accept other people’s differences and the things I cannot change	

#	QUESTION	SCORE
MIND		
24	I play challenging games or puzzles like sudoku, crossword puzzles, scrabble, bridge	
25	I like to learn new things	
26	I read books, magazines or newspapers that challenge my thinking	
27	I find my work mentally stimulating	
28	I break out of my normal routine or do things that are out of my comfort zone	
29	I have a hobby that stimulates me	
SPIRIT		
30	I know what my values are	
31	I have a sense of purpose in life	
32	I find my work meaningful	
33	I seek to make a contribution in work and life	
34	I am self-motivated	
35	I have a sense of personal identity that is more than my job	
	TOTAL	

Total your scores and see how your ENERGY management habits rate. Score results:

- ❖ 1 – 34 You need to make some changes...the sooner the better! Start with 3 do-able changes you can make this month.
- ❖ 35 – 55 Not bad! And you could be making better choices in some areas. It's never too late to start. Try making 3 changes this month.
- ❖ 56 + WOW! You have some great ENERGY management habits. Keep up the good work! Consider sharing your good habits with a friend or colleague who needs some help.

This sheet maybe freely copied as long as (a) this paragraph is left intact in the handout, (b) the author is credited, (c) no changes are made, and (d) it is not sold. The information contained in this sheet is not intended as a substitute for professional medical advice.

Adapted from "The Power of Full Engagement: Managing Energy, Not Time, is the Key to High Performance and Personal Renewal," by Jim Loehr & Tony Schwartz.