



THE SECONDARY TRAUMA & EMPATHIC STRAIN TOOLKIT

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MULTIPLE EXPOSURE: INCREASED RISK

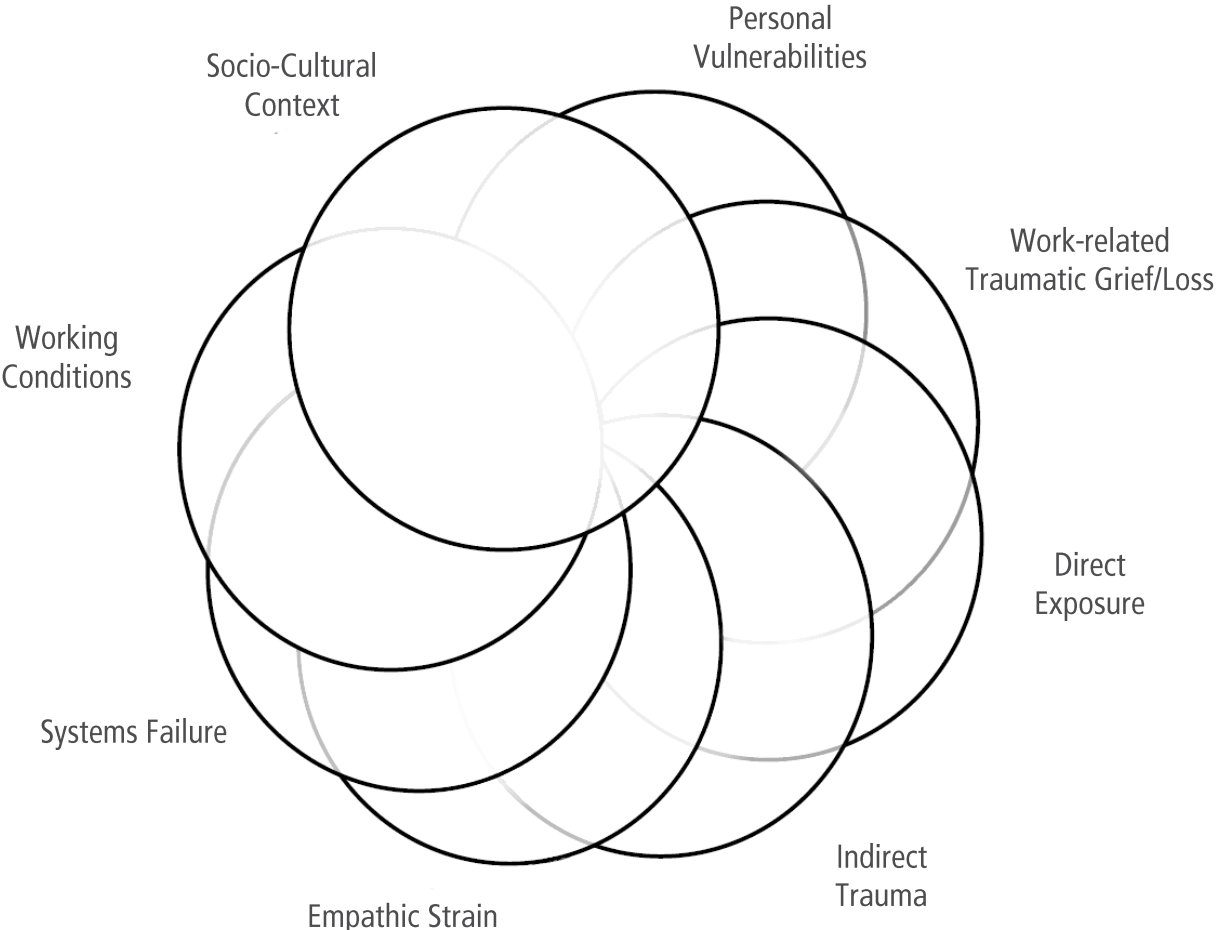


Image courtesy of Dr. Leslie Anne Ross, UCLA

ASSESS YOUR PHYSICAL & PSYCHOLOGICAL RESILIENCE

Adapted from: Saakvitne, K. W., and Pearlman, L. A. (1996). *Transforming the Pain: A Workbook on Vicarious Traumatization*. New York, NY: W.W. Norton. & Loehr, J., and Schwartz, T. (2003). *The Power of Full Engagement: Managing Energy, Not Time, Is the Key to High Performance and Personal Renewal*. Free Press.

Instructions:

- X Indicate what you already do
 - O Circle what you wish you did more often
-

Body

- I eat regularly, eating when hungry and stopping when full
- I maintain a healthy weight
- I eat lots of vegetables and fruits throughout the day
- I choose whole grains, non-processed fruits, and limit my sugar intake
- I have healthy snacks with me in my office, on the road, and at home
- I drink at least 8 cups of fluid (water or other healthy options) throughout my day
- I use the stairs whenever possible
- I walk or cycle to meetings, appointments, and other outings whenever possible
- I use work breaks or lunchtime to stretch, go for a walk, or take an exercise class
- I do activities that strengthen my muscles, bones, and improve posture 2-3 times a week
- I do stretching and balancing activities 2-3 times a week
- I accumulate 150 minutes of active living/increased heart rate every week
- I get regular preventative and required health care
- I do physical activities that I find fun
- I make sure to get enough sleep
- I limit the amount of screen time I engage in
- I take regular vacations or time off

Mind

- I play challenging games or puzzles
- I am curious and like to learn new things
- I break out of my normal routine or do things that are out of my comfort zone
- I read literature that is unrelated to work
- I do things that I am not an expert at or in charge of

Heart

- I practice deep breathing during stressful times like short deadlines, traffic jams, etc.
- I have people I can share things with
- I practice receiving from others
- I nurture intimate relationships
- I deal with situations directly
- I take time for myself everyday
- I volunteer for something that I feel is worthwhile
- I see the class as half full, rather than half empty
- I know when and how to say "no"
- I accept other people's differences and the things I cannot change
- I treat myself with loving kindness as I would speak to someone I care about
- I allow myself to cry when needed
- I smile and laugh daily
- I engage in play regularly

Spirit

- I take time to self-reflect
- I know what my values are
- I have a sense of purpose in life
- I seek to make a contribution in life
- I have hope
- I am aware of the non-material aspects of life
- I identify what is meaningful to me and notice its place in my life
- I take time to meditate/pray/contemplate
- I have experiences of awe
- I connect with things larger than myself e.g. nature, spiritual group, etc.

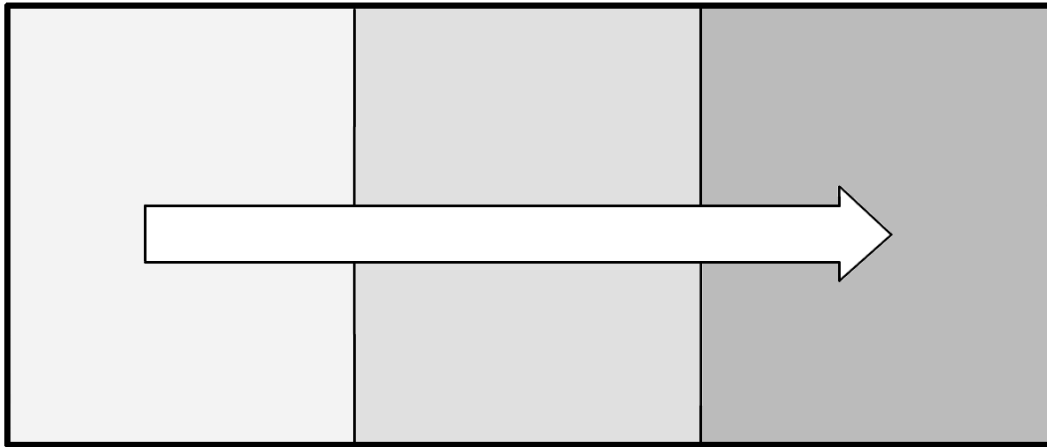
REFLECTION

Which section has more circles than X's for you?

MAKE A COMMITMENT

Highlight one statement that you indicated you 'wish you did more often' and make a plan to incorporate that activity/statement into your day.

IDENTIFYING YOUR BIG THREE WARNING SIGNS



Write down three warning signs that you are getting overloaded with stress (could be physical, emotional or behavioural) :

1.

2.

3.

WHAT'S DRAINING YOU? WORK/LIFE BALANCE SELF-TEST

Adapted from Richardson, C. (1999). *Take Time for Your Life: A 7 Step Program for Creating the Life You Want*. New York, NY: Harmony.

Instructions:

- ✓ Check all that apply to you
-

Relationships

- There are people in my life who continuously drain my energy
- I have unreturned phone calls, messages or emails that need to be handled
- I have an unresolved conflict with a loved one
- I lack quality friendships in my life
- I feel a void in my life created by the lack of a romantic partner
- There is someone I need to forgive
- There is a relationship I need to end
- There is a phone call that I dread making and it is causing stress and anxiety
- I'm currently involved in a relationship that compromises my values
- I miss being a part of a loving and supportive community

Total: _____ / 10

Environment

- My car needs cleaning and/or repair
- My wardrobe and/or appearance needs attention
- I'd like to live in a different place/city/country
- I have appliances or furniture that need cleaning and/or repair
- My home is not decorated in a way that nurtures me
- My home needs to be cleaned
- Repairs need to be done around my home
- My home is cluttered and disorganized
- I miss having more beauty in my environment
- I watch too much television

Total: _____ / 10

Body, Mind & Spirit

- I often eat food that is not good for me
- Something about my physical appearance bothers me
- It's been too long since I've been to the dentist
- I do not get enough sleep
- I'd like to exercise regularly but never find the time
- I have a health concern for which I've avoided getting help
- I have emotional needs that consistently go unmet
- There are books that I'd love to read but never find the time
- I lack personal interests that are intellectually stimulating
- I rarely take time to sit in peace/pray/meditate/contemplate

Total: _____ / 10

Work

- I no longer enjoy my job and have a hard time showing up each day
- My work is stressful and leaves me exhausted at the end of the day
- My office or work space is disorganized and I have trouble finding what I need
- I'm avoiding a confrontation or conflict at work
- I tolerate bad behaviour from a boss or co-worker
- I am not tech-savvy and it gets in the way of my productivity
- I lack the proper office equipment that I need to do my job well
- My work does not allow me to express my creativity
- I know I need to delegate specific tasks but am unable to let go of control
- I feel overwhelmed with the amount of emails or messages that I receive

Total: _____ / 10

Money

- I have tax returns that are not filed or taxes that are unpaid
- I pay my bills late
- I spend more money than I earn
- I don't have a plan for my financial future
- My credit rating is not what I'd like it to be
- I do not have adequate insurance coverage
- My mortgage/rent is too high and I need to refinance or downsize
- I have debt that needs to be paid off
- My will is not up to date

Total: _____ / 10

REFLECTION

The higher the score the more likely this area is causing energy drain.

Add your score from each category below:

Relationships: _____

Environment: _____

Body, Mind & Spirit: _____

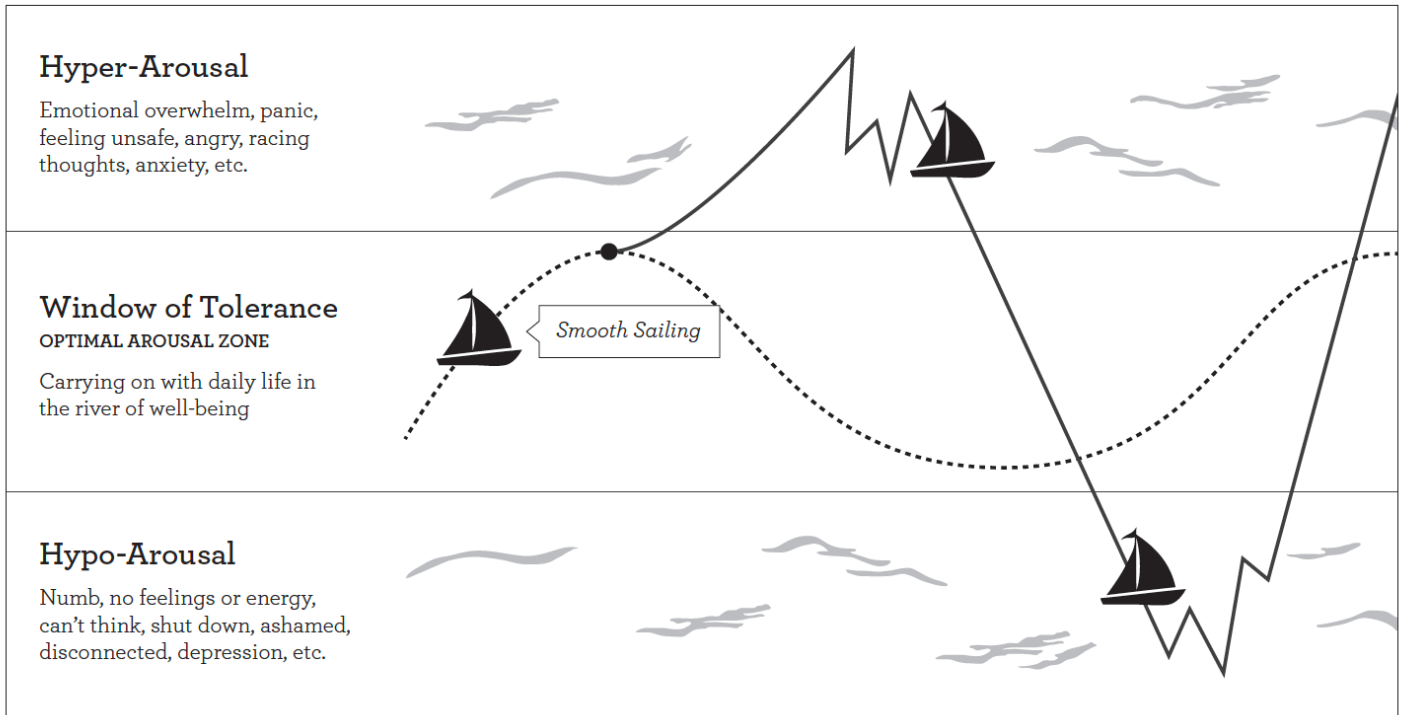
Work: _____

Money: _____

MAKE A COMMITMENT

Choose **one** statement from your highest area of drain — what's one thing you can do today to start to resolve that issue?

THE WINDOW OF TOLERANCE



From: Ogden, P., Minton, K., and Pain, C. (2006). *Trauma and the Body: A Sensorimotor Approach to Psychotherapy*. New York, NY: Norton.
Siegel, D.J. (1999). *The Developing Mind: How Relationships and the Brain Interact to Shape Who We Are*. New York, NY: Guilford Press.

Image credit: St. Michael's Hospital, Toronto, ON. Mindful Awareness Stabilization Training (MAST).

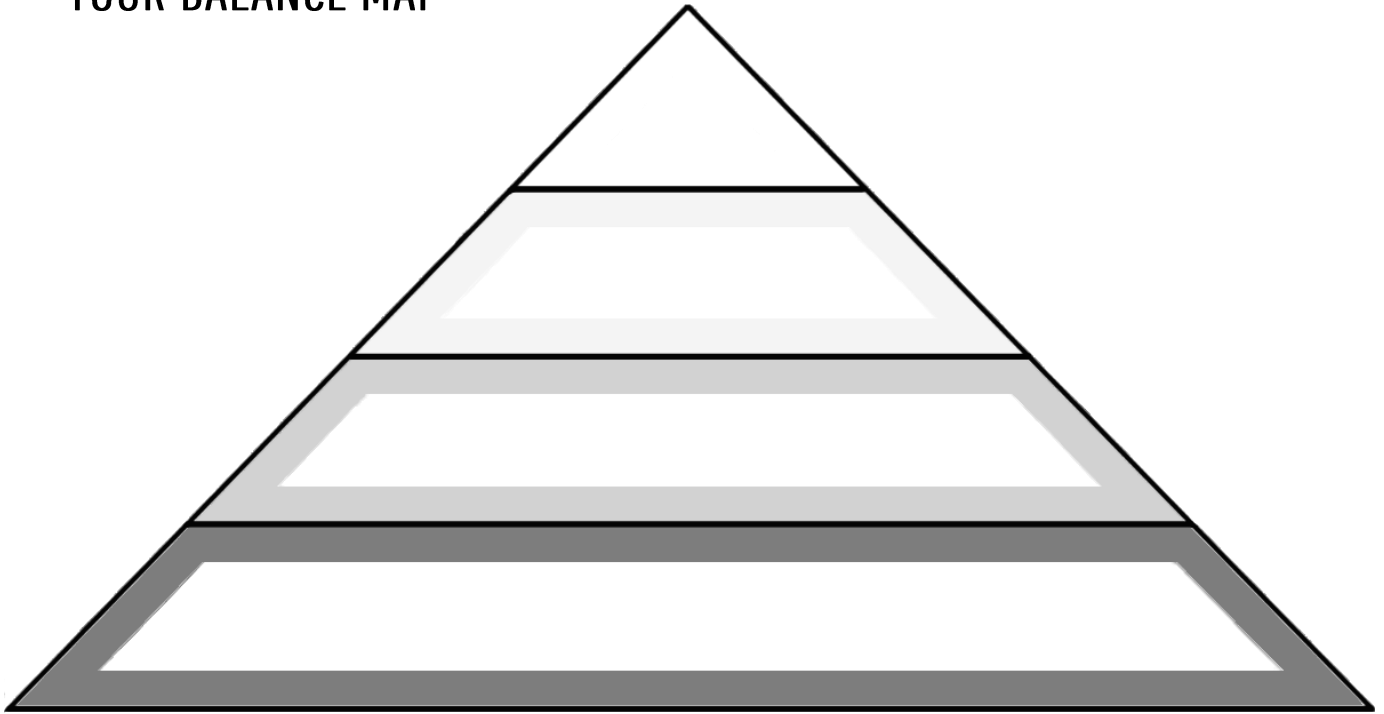
REFLECTION

What am I like when I am stressed, upset or overwhelmed?

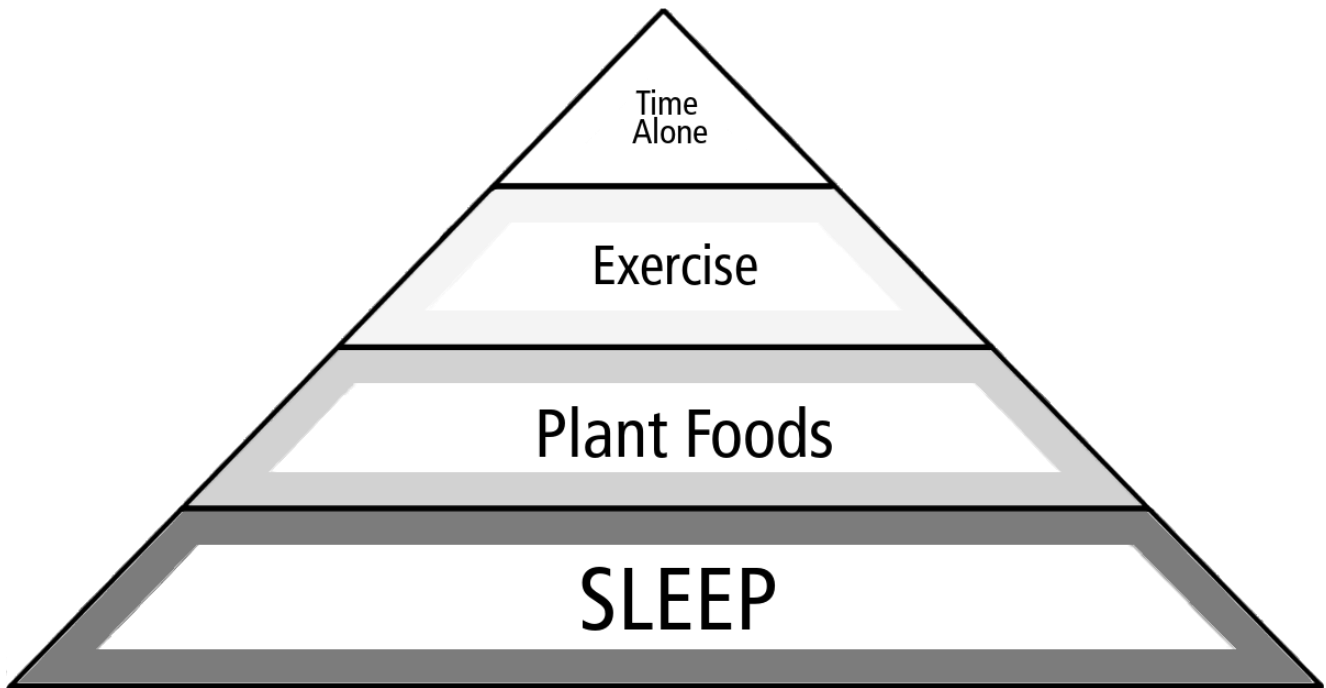
Are these hyper or hypo arousal symptoms?

What am I like when I am the best version of myself?

YOUR BALANCE MAP



EXAMPLE BALANCE MAP



YOUR BALANCE MAP

EXAMPLE BALANCE MAP

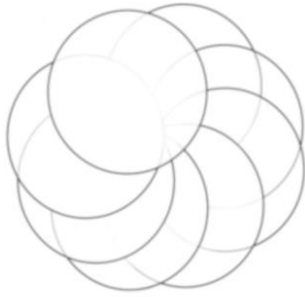
Simplifying	Physical Health	Stress Relief
Understanding how I react to change	Social/Emotional supports	Stimulating and engaging work & hobbies
"Trauma Stewardship"	Managing occupational stress/resentment	Giving back

TOOLS TO MANAGE EMPATHIC STRAIN & STS



Baranowsky and Gentry, *ARP Training Manual*, (1999)

STRATEGIES TO REMAIN HEALTHY & COMPASSIONATE



Understand multiple points of exposure



Recognize your "Must Be Nice" reactions



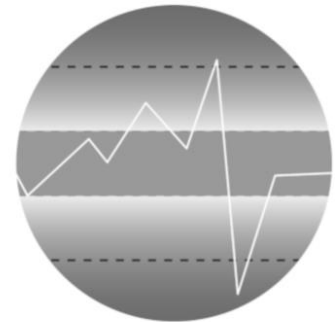
Monitor your warning signs



Determine your guidelines for healthy living



Become trauma-informed & know your ACES



Learn how to widen your Window of Tolerance



Reset – before, during & after exposure



Use the Hot, Walk & Talk strategy



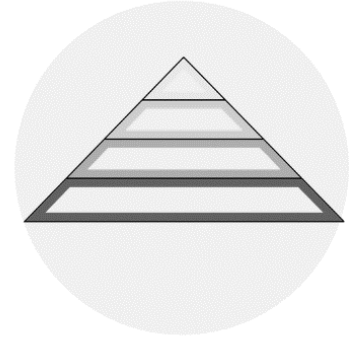
Use Low Impact Debriefing when necessary



Try a Digital Detox



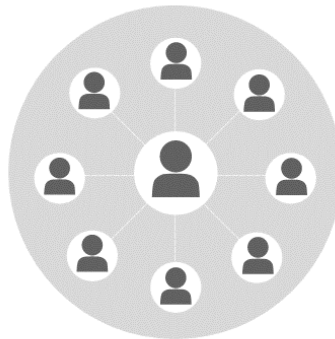
Don't be afraid to "Disappoint Someone Today"



Establish your personal Balance Map



Compassion Satisfaction -
Remember the rewards of
your work



Cultivate social support at
work and at home



Create an action plan &
remain accountable

"DIG WHERE THE GROUND IS SOFT"

RECOMMENDED RESOURCES

Empathic Strain/Compassion Fatigue, Secondary Traumatic Stress & Burnout

Borysenko, J. (2011). *Fried: Why Your Burn Out and How to Revive*. Carlsbad, CA: Hay House.

Mathieu, F. (2012). *The Compassion Fatigue Workbook: Creative Tools for Transforming Compassion Fatigue and Vicarious Traumatization*. New York, NY: Routledge.

Remen, R. N. (1996). *Kitchen Table Wisdom*. New York, NY: Riverhead Books.

Rothschild, B. (2006). *Help for the Helper: The Psychophysiology of Compassion Fatigue and Vicarious Trauma*. New York, NY: W. W. Norton.

Saakvitne, K. W., and Pearlman, L. A. (1996). *Transforming the Pain: A Workbook on Vicarious Traumatization*. New York, NY: W.W. Norton.

Stamm, B.H. (Ed.). (1999). *Secondary Traumatic Stress: Self-care Issues for Clinicians, Researchers and Educators*. (2nd Ed.). Lutherville, MD: Sidran Press.

van Dernoot Lipsky, L. & Burke, C. (2009). *Trauma Stewardship: An Everyday Guide to Caring for Self While Caring for Others*. San Francisco, CA: Berrett-Koehler.

Stress & Immune System

Borysenko, J. (1997). *Minding the Body, Mending the Mind*. Boston, MA: Da Capo Press.

Fisher, P. (2016). *Resilience, Balance & Meaning Workbook*. Victoria, BC: Fisher & Associates Solutions Inc.

Maté, G. (2003). *When the Body Says No: The Cost of Hidden Stress*. Toronto, ON: Knopf Canada.

van Dernoot Lipsky, L. (2018). *The Age of Overwhelm: Strategies for the Long Haul*. San Francisco, CA: Berrett-Koehler.

Organizational Health

Fisher, P. (2015). *Building Resilient Teams*. Victoria, BC: Fisher & Associates Solutions Inc.

Posen, D. (2013). *Is Work Killing You? A Doctor's Prescription for Treating Workplace Stress*. Toronto, ON: House of Anansi Press.

Trauma and the Body

Nakazawa, D. J. (2015). *Childhood Disrupted: How Your Biography Becomes Your Biology*. New York, NY: Atria Books.

van der Kolk, B. (2014). *The Body Keeps the Score: Brain, Mind and Body in the Healing of Trauma*. New York, NY: Viking.

Grounding Skills & Tools to Manage Exposure

Graham, L. (2013). *Bouncing Back: Rewiring Your Brain for Maximum Resilience and Well-being*. Novato, CA: New World Library.

Work/Life Balance

Richardson, C., (1999). *Take Time for Your Life: A 7 Step Program for Creating the Life You Want*. New York, NY: Harmony

TEND Online Courses

Compassion Fatigue 101 with Françoise Mathieu, M.Ed., CCC., RP

WTF: Strategies to Keep Helping Professionals Grounded and Centered with Diana Tikasz, MSW, RSW

Organizational Health in Trauma-Exposed Environments: Essentials with Dr. Patricia Fisher, R.Psych

Resilience in Trauma-Exposed Work with Dr. Patricia Fisher, R.Psych

Online Tools

The Secondary Traumatic Stress Informed Organization Assessment Tool (STSI-OA) provided by Dr. Ginny Sprang – www.uky.edu/CTAC/node/234

The Secondary Traumatic Stress Consortium website – www.stsconsortium.com

MORE RESOURCES AVAILABLE AT TENDACADEMY.CA/RESOURCES