



CLM e-News  
June 2006

# Calvary Life Ministries

*Giving You Hope, When Life Hurts*

*"Counselling made me realise the core of my emotional problem and gave me the support to improve myself healthily."*

*(Assistant Manager, 30s)*



## ANNOUNCEMENT / ONGOING EVENT



### The Grief Support Group

*(Venue: Calvary Life Ministries, Damansara Perdana; Date: 3<sup>rd</sup> Thursday of each month; Time: 7:30PM)*

The Grief Support Group is a safe place for people to work through their grief with the support and companionship of others who are also on the same journey. This support group is open to any person who has experienced a loss. Come join us for a cup of coffee and a time of sharing on the third Thursday of every month. For more information about this support group, please visit our website at <http://www.clm.org.my/events/index.html> or call Jeannie at Tel: 03-77103360.

### JUST FACTS

Half a year has already gone by. We thought for this issue of our e-News, it'll be good to take some time and provide you with a checklist for the possibility of a burnout. It is always better to address an issue before it becomes a problem.

We have included a short guide to help you prevent the build-up of stress. We trust both these items will be beneficial to you.

### Test Yourself: Burnout Checklist *(by Archibald D. Hart)*

Note: This focuses only on burnout. It is not a stress questionnaire.

Review the past 12 months of your TOTAL life – work, social situations, family and recreation. Reflect on each of the following questions and rate the amount of CHANGE that has occurred during this period. Place more emphasis on change that has occurred during the past six months.

Use the following scale and assign a number in the rating column that reflects the degree of change you have experienced. BE HONEST. The value of this self-assessment is negligible if you don't!

- 1 - No or little change
- 2 - Just noticeable change
- 3 - Noticeable change
- 4 - Fair degree of change
- 5 - Great degree of change

1) Do you become more fatigued, tired or "worn out" by the end of the day?

**Rating:** \_\_\_\_\_

2) Have you lost interest in your present work?

**Rating:** \_\_\_\_\_

3) Have you lost ambition in your overall career?

**Rating:** \_\_\_\_\_

4) Do you find yourself becoming easily bored (spending long hours with nothing significant to do)?

**Rating:** \_\_\_\_\_

5) Do you find that you have become more pessimistic, critical or cynical of yourself or others?

**Rating:** \_\_\_\_\_

*Life must be understood backwards; but it must be lived forward.*  
*(Soren Kierkegaard)*



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*The first step toward relief from burnout is to acknowledge, without being defensive, that you have a problem.*

- 6) Do you forget appointments, deadlines or activities and don't feel very concerned about it?  
**Rating:** \_\_\_\_\_
- 7) Do you spend more time alone, withdrawn from friends, family and work acquaintances?  
**Rating:** \_\_\_\_\_
- 8) Has any increase occurred in your general level of irritability, hostility or aggressiveness?  
**Rating:** \_\_\_\_\_
- 9) Has your sense of humour become less obvious to yourself or others?  
**Rating:** \_\_\_\_\_
- 10) Do you become sick more easily (flu, colds, pain problems)?  
**Rating:** \_\_\_\_\_
- 11) Do you experience headaches more than usual?  
**Rating:** \_\_\_\_\_
- 12) Do you suffer from gastrointestinal problems (stomach pains, chronic diarrhea or colitis)?  
**Rating:** \_\_\_\_\_
- 13) Do you wake up feeling extremely tired and exhausted most mornings?  
**Rating:** \_\_\_\_\_
- 14) Do you find that you deliberately try to avoid people you previously did not mind being around?  
**Rating:** \_\_\_\_\_
- 15) Has there been a lessening of your sexual drive?  
**Rating:** \_\_\_\_\_
- 16) Do you find that you now tend to treat people as "impersonal objects" or with a fair degree of callousness?  
**Rating:** \_\_\_\_\_
- 17) Do you feel that you are not accomplishing anything worthwhile in your work, and that you are ineffective in making any changes?  
**Rating:** \_\_\_\_\_
- 18) Do you feel that you are not accomplishing anything worthwhile in your personal life or that you have lost spontaneity in your activities?  
**Rating:** \_\_\_\_\_
- 19) Do you find that you spend much time each day thinking or worrying about your job, people, future or past?  
**Rating:** \_\_\_\_\_
- 20) Do you feel that you are at the "end of your rope". That you are at the point of "breaking down" or "cracking up"?  
**Rating:** \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_
- Interpretation of the score**  
No inventory is absolutely accurate or fool proof. Your score on this "Burnout Checklist" is merely a guide to your experience of burnout. If your score is very high, take steps toward finding help by consulting your doctor, or counsellor, or your religious advisor. The first step toward relief from burnout is to acknowledge, without being defensive, that you have a problem.
- 20 – 30:** There is no burnout. You may be taking your life or work too casually.
- 31 – 45:** This is a normal score for anyone who works hard and seriously. Make sure you do relax periodically.
- 46 – 60:** You are experiencing some mild burnout and could benefit from careful review of your lifestyle.
- 61 – 75:** You are beginning to experience burnout. Take steps to better control your life.
- 76 – 90:** You are burning out. You should seek help, re-evaluate your present life and make the necessary changes.



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## **Simple Steps To Help You Relax and Reduce Stress In Your Life**

### Be Aware Of What Your Body Is Telling You

Close your eyes. Starting with your toes and moving up your body, ask yourself, "Where am I tense?" Whenever you discover a tense area, exaggerate it slightly so you can become aware of it. Be aware of the muscles in your body that are tense. Then, for example, say to yourself, "I am tensing my neck muscles...I am hurting myself...I am creating tension in my body." Note that all muscular tension is self-produced. At this point, be aware of any life situation that may be causing the tension in your body and think about what you could do to change it.

### Breath Counting

- 1) Sit or lie in a comfortable position with your arms and legs uncrossed and your spine straight.
- 2) Breathe in deeply into your abdomen. Let yourself pause before you exhale.
- 3) As you exhale, count "One" to yourself. As you continue to inhale and exhale, count each exhalation by saying "Two...three...four."
- 4) Continue counting your exhalations in sets of four for five to ten minutes.
- 5) Notice your breathing gradually slowing, your body relaxing, and your mind calming as you practise this breathing exercise.

### The Relaxing Sigh

During the day, you probably catch yourself sighing or yawning. This is generally a sign that you are not getting enough oxygen. Sighing and yawning are your body's way of remedying the situation. A sigh is often accompanied by a sense that things are not quite as they should be and a feeling of tension. Since a sigh actually does release a bit of this tension, you can practise sighing at will, to help you to relax.

- 1) Sit or stand up straight.
- 2) Sigh deeply, letting out a sound of deep relief as the air rushes out of your lungs.
- 3) Don't think of inhaling – just let the air come in naturally.
- 4) Take eight to twelve of these relaxing sighs and let yourself experience the feeling of relaxation. Repeat whenever you feel the need for it.

### Letting Go of Tension

- 1) Sit comfortably in a chair with your feet on the floor.
- 2) Breathe in deeply into your abdomen. Let yourself pause before you exhale.
- 3) Breathe out from your abdomen. Pause before you inhale.
- 4) Use each inhalation as a moment to become aware of any tension in your body.
- 5) Use each exhalation as an opportunity to let go of tension.

### Eating Right

A healthy body responds better to the inevitable stresses of life. Good eating habits often help to reduce irritability, PMS, headaches and fatigue. Steps to positive eating and a healthier lifestyle:

- 1) Cut back on fats.
- 2) Avoid too much sugar.
- 3) Limit sodium (salt) intake.
- 4) Eat a balanced diet (a variety of foods).
- 5) Attain or maintain your ideal weight by exercising regularly.
- 6) Avoid or limit intake of caffeine..
- 7) Eat frequent, 'calm' meals (eat in a relaxed mood, not rushing through meals).

## **CONTACT US**

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