

Managing Stress and Anxiety throughout a Workday

Below is a list of suggestions for how to manage stress during a typical work day. Not every strategy suggested will work for every person, but the idea is to develop a routine to support your mental health and wellbeing throughout the work day and when you get home.

This is

Before you go to work

- Pick an upbeat song to start your day.
- Take time to set an intention for your workday.
- Choose a mantra to use throughout the day (i.e.: “I have the skills to handle this challenge” or “I’ve got this”).
- Practice a grounding exercise (can use apps such as Headspace, Insight Timer, and Calm).
- Pack yourself a lunch and/or snacks.

At work

- As much as possible, take your breaks.
- Make sure you drink enough water.
- Ensure you eat enough protein and carbs.
- Be cognizant of time spent on COVID-related conversation.
- When socializing with colleagues, try to have conversations not related to COVID.
- If you can, take a walk outside on your break.

At the end of the shift

- Set three minutes on a timer: use this time to reflect on any frustrating or unresolved moments of your day, acknowledge the successes and set an intention for your time at home. When the 3 minutes are up, let go of the focus on work and shift your attention to going home.

After your shift

- Go for a 5 minute walk outside before heading home.
- Listen to a favourite song/podcast (non COVID-related) on the way home.
- Schedule a phone call with a friend/family member (make a rule not to talk about COVID).
- Schedule time to review news articles and media, using a timer to limit consumption.
- For those with children or pets, schedule time to provide them with undivided attention.

Before you go to bed

- Write down 3 things that you are thankful for that are not related to COVID.
- Use relaxation activities within 2 hours of bedtime (chamomile tea, bath, relaxing yoga).
- Avoid screen time 1 hour before bed.
- When in bed, think of a positive image not related to COVID (visualize a place that makes you happy) and focus on this image.

Staff resources

- KHSC Wellness website (<http://wellness.kingstonhsc.ca>)– access resources including the Employee and Family Assistance Program (EFAP)
- Lifespeak
- KFLA- AMHS Addictions & Mental Health 24/7 Crisis Line 613-544-4229

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