

Wellness & Discharge Planning Toolkit





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Welcome to Your Personal Toolkit

Everyone's goals and challenges are different. Using this toolkit will help you to be more self-aware and empowered to stay well and work towards living your best life.

Your Wellness and Discharge Planning Toolkit will help you to:

- Recognise your strengths and values.
- Identify and manage difficult thoughts, feelings, and behaviours.
- Shape your future goals to lead your best life.
- Learn and practice new skills and strategies to improve your confidence and wellbeing.
- Help you recognise and manage your triggers.
- Understand your signs of relapse and how to reduce their impact.
- Create a strong support network of people and resources to keep you well.

Identifying your own strengths, goals and strategies will help you take control of your life, create positive change, renew your sense of hope, and take responsibility for your wellbeing and recovery.

Wellness can mean different things to each person, and you will have your own thoughts of what this looks like for you. Generally, most people want to feel happy, healthy, socially connected, have a purpose, and remain out of hospital.

You can use this toolkit together with your APMHA mental health clinician who can help you complete the worksheets. You may also choose to involve your carer, friends/family, or GP in your wellbeing plan. To access further worksheet pages or work access this toolkit online - please visit <https://apmha.com.au/wellnesstoolkit/>

This toolkit is only the beginning. There are also various self-help online resources and courses available to assist.

We wish you well on your wellness journey.

A handwritten signature in black ink, appearing to read 'Renee Hayden', written over a white background.

Renee Hayden
CEO – APMHA Healthcare Ltd

1. Recognising Your Unique Strengths & Values

Every person has their own unique strengths and abilities and using these are helpful to set your goals. Choosing to look at your strengths is much more powerful and motivating, than focusing on shortcomings and past mistakes. This will help you feel more hopeful about the future.

Let's start by writing down all your strengths and positive qualities.

Worksheet 1 – Finding your Unique Strengths & Qualities

To help you identify your strengths and skills, ask yourself questions like:

- What do I like and/or value about myself?
- What are some of my achievements?
- How might someone who cares about me describe me?
- What gives me energy?
- I am resilient. What helps me bounce back?
- How have I faced/overcome the challenges I have had?
- How have I been able to meet my needs?

Here is a list of strengths you may like to include when completing your own list below:

Honest	Good Listener	Creative	Curious
Reliable	Humorous	Fun	Helpful
Persistent	Trustworthy	Resilient	House Proud
Resourceful	Adventurous	Loving	A Good Friend
Clever	Patient	Empathetic	Organised
Brave	Active	Strong	Friendly
Responsible	Determined	Good Cook	Appreciative
Flexible	Considerate	Animal lover	Musician
Optimistic	Problem Solver	Good communicator	Reader



Please write down these strengths/skills here:

1. Recognising Your Unique Strengths & Values (cont)

Worksheet 2 – Identifying your core values

Understanding your values is also important when setting goals for what you want from your life. Values are beliefs that guide or motivate your decisions, priorities, and behaviours. Examples of values held by some people such as honesty, health, and creativity.

Equally important, identifying your values will help you to recognise when your actions are out of alignment, to get yourself back on track.

Please refer to the values list below, circle the values which are important to you (or you may choose your own that are not listed).

Authenticity	Trustworthiness	Stability	Wisdom
Beauty	Achievement	Adventure	Balance
Community	Boldness	Challenge	Compassion
Creativity	Competency	Connection	Contribution
Education	Courage	Curiosity	Determination
Freedom	Forgiveness	Fairness	Faith
Growth	Friendships	Fun	Generosity
Humour	Happiness	Health	Honesty
Kindness	Influence	Inner Harmony	Justice
Love	Knowledge	Leadership	Learning
Peace	Loyalty	Openness	Optimism
Recognition	Pleasure	Persistence	Reliability
Responsibility	Religion	Reputation	Respect
Spirituality	Security	Self-Respect	Service



Now please choose 5-6 of these values that are most important to you and write them down.
These are known as your core values.

1
2
3
4
5
6

2. What are your hopes?

Identifying what you hope for yourself is important to help you set future goals.

Please try the “Dear Me” letter to your future self. This exercise can help you reflect on your current life and what your best life would look like. After you’ve written your letter, please keep it somewhere safe to read and reflect regularly to keep you on track.

Take a moment to consider what your hopes and dreams are...

Worksheet 3 – Dear Me...

Dear Me,

*Sincerely,
Myself.*



3. Setting Goals

Goals can be used as a compass and map to keep you on your path, track your progress, and take the steps towards your desired outcomes.

Now that you know your unique strengths and values and have identified your future hopes, these can be used to set goals that matter most to you.

Goals allow you to move forward, giving you focus, motivation, confidence, and control to build the life you want for yourself (your best life).

Setting goals helps you get to where you want to go and be.

SMART GOALS

Sometimes bigger goals might feel daunting, however your APMHA mental health clinician can help you break your goals into smaller steps so that you can work towards them.

We recommend any goals you choose follow the “SMART” principle:

- S** – **Specific** – what is the thing you want to do?
- M** – **Measurable** – how will you track your progress or know when you’ve reached your goal?
- A** – **Achievable** – do you have the skills and resources?
- R** – **Realistic** – does it work towards your long-term goals?
- T** – **Time** – what is a realistic time frame?

Please go to Worksheet 4 on the following page and write down your SMART goals.

3. Setting Goals (cont)

Worksheet 4 – My Wellness SMART Goals:

SMART GOALS	Specific	Measurable	Action Orientated	Relevant	Timeline
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My long-term goal is:

My Specific Short Term Goal is e.g. I will get out of bed by 9.30am 5 days a week	Measurable When will you do this? Add this to your calendar	Action Set my alarm for 9.30am	Achieved by 1 month



4. Being Motivated

Being motivated drives you to change old habits, pursue goals, and grasp opportunities. It comes through action and repetition, and leads to increased resilience and wellbeing. Having SMART goals will help you to commit to a motivated life.

Remember that you are in the driver's seat. Through owning your choices and actions and being consistent, your motivation will grow and increase as you progress.

At times it's difficult to stick with the choices you make. Please be gentle with yourself, acknowledge your efforts, and celebrate your successes no matter how small. It may also be helpful to ask others for support.

In setting your wellness goals, you are choosing to develop new habits and letting go of old ones that no longer work for you. Small consistent steps can have lasting positive change in your life. If you find your short-term goals are too hard, please go back and review them together with your mental health clinician.

If you skip day(s) from your new routine, that's okay. You can continue today.

Tips and Tricks for Being and Staying Motivated

- Getting Going/Started – start from 10 and count backwards till you get to 1 and begin your day or activity. e.g. 10, 9, 8, 7, 6, 5, 4, 3, 2, 1 ... and get out of bed
- Change your Posture – sitting or standing with your spine upright and shoulders back (rather than slouched) allows you to breathe deeper, get your energy moving and helps change your focus.
- Use SMART Goals – will help your motivation to follow through and maintain your energy. If you haven't yet, start today.
- Use Prompts – use visual, electronic, or verbal prompts to start or be reminded of an activity. e.g. activate your phone app to remind you to drink water or go for a walk.
- Move your body – choose to do some physical activity you like each day. Moving your body helps you feel well.



5. Wellness Tools

Wellness tools are things you can use to stay well by managing your emotions and wellbeing. It is helpful to use these every day, including trying out new ones, so you learn which ones work best for you. Doing this will improve your resilience, help you care for yourself, and better manage in times of stress.

Eat a Healthy, Well-Balanced Diet – increase your intake of fresh vegetables (5 serves daily) and fruit, home cooked meals, avoid high sugar, processed and fried foods.

Set and Keep Clear Boundaries – know your boundaries. It's ok to say No.

Maintain Relationships – time with friends, families, community groups.

5 Senses Grounding Exercise – is a helpful tool to connect with your senses. It also helps for regulating emotional and physical responses during/after an unpleasant experience.

- 5 things you can SEE.
- 4 things you can HEAR.
- 3 things you can FEEL.
- 2 things you can SMELL.
- 1 thing you can TASTE.

Journal – journalling can help you “let go” of unpleasant thoughts and feelings and capture your reflections and progress. We recommend you have a specific notebook for this. Once you write in your notebook, close it and do something you enjoy.

Start a gratitude diary – write down 3 things you are grateful for every day.

Mindfulness/Meditation/Yoga/Visualisation – practice at home, attend a class, or use smartphone apps such as Smiling Mind. www.smilingmind.com.au/smiling-mind-app



Exercise – a simple 15 minutes a day outside, can totally change your perspective.

Take a Quiet Break – sometimes distance can help you look at things in other ways. It may also help to limit screen time.

Warm bath/shower – add essential oils /Epsom salts/bubble bath/candles/music.

Self-pampering – massage, facial, aromatherapy, manicure, weighted/heated blanket.

Hobbies – listening to music that lifts your mood or soothes your soul.

Time with Pets – walking and cuddling your pet.

Use Free Wellness apps – see apps on page 34.



Worksheet 5 – Your daily/weekly planner

Planning your day and routine is a great way of building new skills and habits.

Remember to include some self-care activities and your SMART goals.

Day	Morning	Midday	Afternoon	Evening/Bedtime
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

6. Managing Stress, Triggers & Unhelpful Thinking

Resilience is important for good mental health. Resilience is how you bounce back or manage difficulties that you experience in life. Knowing your strengths and using the tools you have builds confidence in your ability to manage.

We all experience stress in our daily lives and this can bring on or contribute to an unwanted emotional or behavioural response. This is often called a “trigger”. Identifying the causes of your personal triggers can improve your self-awareness of what to look out for.

Triggers differ from person to person and can include the following:

- External triggers – which are identified by your senses – sounds, smells, sights, noises, or textures.
- Symptom triggers – a physical change can trigger anxiety and worry which can build into bigger mental health issues.
- Trauma triggers – significant feelings arise based on memories of past experiences or events.

Learn to Identify Triggers – it is helpful to look at past triggers and the related situation.

When doing this, break them down into How, When, Why, Who, What, and Where.

Triggers can be places, people, images, emotions, anniversaries, and thoughts which can cause you distress.

Look for any patterns and signs that may help you prevent a similar situation.

For example: specific types of movies, news and TV bulletins, or social media may include content warnings.

Negative life situations and events can hit you, like a wave. They may take the form of a broken promise, a misunderstanding, or an argument.



Every person manages their challenges differently. Your experience of any event will depend on how you deal with it. You can ride the wave or you can be swallowed by it.

RIDING the wave includes positive self-talk, choosing to respond rather than react to the situation, and taking time to regroup.

There are different coping strategies you could use to manage your triggers to reduce their impact on your emotional reaction.



Understanding Self-Talk

Self-talk and unhelpful thinking may get in the way of coping with stress or difficult situations. Your self-talk drives your thoughts, behaviours, and outcomes.

Identifying when you have unhelpful thinking and running them through a filter of fact checking may help reframe them so you can move forward.

Examples of unhelpful thinking are:

- Black & White thinking** or all-or-none, where everything is seen in black-or-white categories e.g. when a situation is anything less than perfect it is seen as a total failure, or a single event is seen as a never-ending pattern.
 Note: the use of the terms “always” or “never”
- Crystal ball thinking:** Jumping to conclusions: Interpreting things negatively when there are no facts to support the conclusion.
 Two types are:
MIND READING e.g. absolutely believing that someone’s reaction towards you is or will be negative.
FORTUNE TELLING e.g. assuming or predicting that things will turn out badly.
- Catastrophising:** Holding yourself or others personally responsible for events that aren’t entirely under your (or their) control. Attaching negative labels (“I am ...” instead of “I do...”) e.g. “I am hopeless” instead of “I made a mistake”.
Exaggerating: The importance of a problem (catastrophising) or minimising positives. e.g. One word of criticism erases all praise received, insisting it “doesn’t count” or that anyone could have done as well.
Personalising: Blaming yourself or taking personal responsibility for anything that goes wrong. “It’s my fault”.
- Should or Must:** Telling oneself that “I MUST” be able to complete a task, things SHOULD be the way that I expected it to be. Many people try to motivate themselves only with must, should or shouldn’t (rather than using internally motivating phrases such as “I’d prefer to...” or “I would like to...”).
- Negative focus:** Focusing on the negative, minimising or misinterpreting positive aspects of a situation, focusing on weaknesses and not considering strengths.



6. Managing Stress, Triggers & Unhelpful Thinking (cont)

Strategies to turn self-talk into positives include:

Fact check and challenge your thinking – try this checklist to help you work through your thoughts:

- What evidence do I have of this thought?
- Am I thinking in Black & White?
- Am I jumping to conclusions?
- Am I only thinking about the negative of the situation?
- Is there another explanation?
- Am I overestimating how responsible I am?
- How would someone else think about this?
- Are my judgments based on what I felt or what I did?
- Am I setting myself unrealistic or unobtainable standards?
- Did I forget relevant facts or over-focus on irrelevant ones?
- What if it happens? What would be so bad about that?
- How bad will this seem in a few weeks, months, or years?
- Am I underestimating what I can do to deal with it?
- Why should you? Who said you should? Prove it!
- If my negative thought is true, what is the worst thing that could happen?
- If my negative thought is true, what is the best thing that could happen?
- If my negative thought is true, what is the most realistic thing that could happen?
- Practicing accepting positive feedback and being aware of your response bias.



Coping skills

There is a lot of evidence that living in a low stress environment supports good mental health. Some suggestions to create a low stress environment include:

- a. **Create a space or room where you can relax.** This might include choosing colors you find calming, indoor plants, fairy lights, using tools like weighted blanket or fidget gadgets, holding your pet, or using an oil diffuser or scented cream.
- b. **Unplug from time to time.** Most people spend a lot of time with technology and looking at screens. Minimise your screen time, silence alerts and put your phone on “do not disturb” or remove your phone from your bedroom at night.
- c. **Plan breaks and quiet times.** Planning breaks throughout the day like going for a walk, sit under a tree, having a bath, sit in the park, listen to soothing music, or go for a weekend away.
- d. **Practice mindfulness, meditation or deep breathing** (refer to the various phone apps and websites at the end of this Kit).
- e. **Practice turning negative self-talk into positive self-talk** (refer to previous pages)
- f. **Practice self care.**
- g. **Avoid alcohol or drugs.**
- h. **Get more physical activity and maybe spend time in nature.**
- i. **Eat a balanced diet and reduce caffeine intake.**
- j. **Try starting a journal to jot down your thoughts and feelings.**
- k. **Connect with friends and family.**
- l. **Create boundaries and learn to say “no”.**

Thinking ahead and understanding yourself more, will help you recognise and plan how to respond to stressful situations more positively and reduce its overall impact on you.

Coping strategies are ways to manage and reduce the impact and the strength of your emotional reactions.

Worksheet 6 on the following page will help you “Identifying your triggers or negative thoughts”. Please list your coping strategy for each trigger or reframed wording for any negative thoughts.

6. Managing Stress, Triggers & Unhelpful Thinking (cont)

Worksheet 6 – Identifying your triggers

Please start to fill out Worksheet 6 by writing down some of your identified triggers/negative thoughts, and ways you could manage them.

This can be an ongoing exercise for new negative thoughts or old ones that resurface.

Triggers OR negative thoughts	Coping Strategies or changing thoughts to a more positive option



7. Making Social Connections

Connecting with others through your relationships and social and community activities helps to strengthen and improve your mental health and wellbeing.

The benefits of increasing your social connections include higher self-esteem, greater trust, positive supportive relationships, and improved physical health. In addition, this reduces your loneliness and develops a safety net of people to provide you with extra support.

Sometimes you may isolate yourself due to your mental health. However, maintaining or broadening your social connections will benefit you and your enjoyment of life.

Some suggestions on ways to meet new people include:

- Have a conversation or say 'hi' to people you see every day including people in your local cafe, park, supermarket or catching public transport.
- Arranging to meet someone new in a public place. Do not give out your personal information till you get to know them better.
- Join your local library or neighbourhood house. They often have fantastic groups and free activities.
- Contact your local council or look online to find out about local interest groups such as a walking group, special interest groups or sports clubs.
- Volunteer to help at your child's/relative's school, aged care facility, or for a cause you feel passionate about e.g., Vinnies, Australian Red Cross, etc.
- You can join a Men's Shed, Country Women's Association (CWA) or Rotary Club.
- Attend local community events to get to know others in your area.
- Register with a job search organisation to learn new skills and improve your confidence.
- Register with University of the 3rd Age - U3A.
- Contact your local Adult Education Centre and see if any of their short courses may interest you.
- Join local support groups to expand your network.
- Attend your local church.
- Reconnect with distant friends or reach out to close ones.

7. Making Social Connections (cont)

Worksheet 7 – Making Social Connections

Please list ways you would like to increase your social connections and the support you need to do this.

e.g. Helper, transport, enrolment

Ways I can increase my social connections	Support I need to do this.



8. Understanding Relapse Prevention

Relapse prevention means identifying your early warning signs, planning for difficult situations, self-care, and taking action to reduce the likelihood and severity of any setbacks.

Before a relapse people often experience changes in their thoughts, feelings, and behaviours. Knowing what to look out for can help catch these signs early and may prevent them from getting worse. Using these steps will help you take action and plan for any relapses that might happen, reducing any effects on your daily life.

Early warning signs

An early warning sign is something that suggests your mental health may be getting worse. Negative changes in thoughts, feelings and behaviours are examples of early warning signs.

Common early warning signs of relapse may include changes in sleeping patterns, lack of self-care, no longer taking medication as prescribed, irritability, low mood, increased self-criticism, difficulty concentrating, social withdrawal, return of worries or preoccupations, difficulty keeping commitments or no longer doing enjoyable activities.

You may feel nervous about identifying these warning signs as you don't want to remember difficult times and would rather move on. However, learning from your past experiences and understanding your warning signs helps you take charge of your mental health and make informed decisions. This information may also be helpful for any friends, family and the doctor involved in your care.

It is important to:

1. Identify stressful events or situations
(including losses, anniversaries, life changes, or significant events)
2. Prepare for these events.
3. Plan how you may be able to manage these.
4. Monitor your own signs and symptoms.

Identifying your unique early warning signs helps you act early and practice any strategies you've found helpful. While these strategies may not always prevent a relapse, they will help to minimise the impact and length of time of any relapse.

To identify your warning signs, think back to times you've felt unwell. Ask yourself:

- When did I start to feel unwell?
- What kinds of thoughts did I have?
- How was I feeling?
- Was there a change in my behaviour?
- What were the things I said to myself?

8. Understanding Relapse Prevention (cont)

Worksheet 8 – My Early Warning Signs

Please write down your own early warning signs and how you could manage them.

My early warning signs are: (Changes in thoughts, feelings, behaviours)	If this happens I will:

Helpful Tips:

In addition to recognising your early warning signs, it is important to monitor them regularly. You might choose to use a diary, a mood chart (on page 42) or smartphone app such as Daylio to record your mood and symptoms.

Tracking your signs and symptoms over time will help you review your experiences and decide if and when you need to take action.

Recognising when to act will reduce your stress and the likelihood of experiencing a relapse.

It is also important to review your coping strategies after experiencing early warning signs or a relapse to check if they were helpful for you.



Worksheet 9 – Coping Strategies

Please write down any stressful situations/events and the coping strategies you used in the Worksheet below. Reviewing how you managed these situations is helpful to assess the effectiveness of your coping strategies. You may choose to do this as homework or together with your APMHA mental health clinician.

Situation/ What was happening?	How did you feel?	What did you do? What coping strategy did you use?	Did it help/work?

9. Asking for Help

Everyone feels down, stressed, frustrated or anxious at times. It is very important to recognise when your mood, thoughts and behaviours are persisting and are no longer short term.

It is best to seek help if you notice one or more of your relapse signs are:

- Present for 2 weeks or more
- Constant or noticeable most of the time
- Impacting your life in a negative way

You may decide to contact your doctor and/or choose a support person to be involved in your care. The support person may be a carer, friend, or family member. If this person knows you well, they may agree to support you. This would involve helping you recognise your signs of relapse, monitoring your wellbeing, and letting you know when they think you are becoming unwell and need to seek further support. This will help reduce the possibility and severity of a decline in your mental health.

Things to consider when choosing a support person:

- Is the person supportive, interested, and trustworthy?
- Are they knowledgeable about your illness?
- Are they aware of your warning signs?
- Were they helpful when you have been unwell before?
- Do they see you regularly?
- Do you trust their opinion and recommendation?
- Will they help you in this way?
- Will they support you to seek help if needed?

Please remember, there are people who want to support you.

If you're unsure of who the best support person is, please talk about it with your APMHA mental health clinician so you can explore this together.



10. What to do if I'm becoming unwell (Relapse)

We hope that working through this toolkit has assisted you to identify and develop skills and strategies to deal with your mental health and everyday challenges. These strategies will work best if you practice them regularly and help you work towards your best life.

However, your mental health can fluctuate just like your physical health, so it is important that you take care of it. Relapse is a common experience for people. Some people's mental health symptoms are recurring, and these can be different from person to person. Sometimes a mental health relapse happens, and symptoms of mental illness return after a period without them.

It is very important to reach out for help and use your support system. Talking to someone you trust will make a huge difference.

Re-engaging with a mental health clinician is important to help you through this time.

If you've worked through your Wellbeing and Discharge Toolkit this far, you've come a long way towards being in control of your mental health journey.

Congratulations!

Please remember to acknowledge your efforts and celebrate your successes.

11. Your Wellness & Discharge Plan

Worksheet 10 – Your personal Wellness and Discharge Plan

Your personal Wellness and Discharge Plan is a place to keep the information that helps you stay on track and guides you when you're feeling unwell.

Completing this, and then having it available, will help you plan and know the best course of action if you:

- are faced with challenging situations.
- start to become unwell again.
- wish to reduce the risk and impact of a relapse in future.

To be completed with your Mental Health Clinician prior to discharge.

Please go to Worksheet 10 on the following page and fill out your Wellness and Discharge Plan (Parts A, B & C)

To be completed at Post Discharge follow up appointment.

The Relapse Prevention & Discharge Clinician will work with you on Worksheet 11.

This Wellness and Discharge Plan is an important document which can hold all the information you need to help you stay on track.



Worksheet 10

Your Wellness & Discharge Plan



PART A: My Traffic Light for Signs & Symptoms

Your new personalised Wellness & Discharge Toolkit holds all the information you need to stay well.

Using a traffic light system can help you identify how you are feeling and adjust your behaviour/ actions accordingly. Please write down some signs for each category of 'traffic light' below.

Green Light:

My Signs that I am feeling well:

This could include keeping appointments, coping with triggers, self-care, practicing stress management, sleeping well, and taking medications as prescribed.

-
-
-

ACTIONS to Keep Well: e.g. maintain routines, do enjoyable activities, use mindfulness apps, connect with people, join a club, exercise regularly, eat well.

Yellow Light:

My Early Warning Signs That I May be Struggling:

This could include social withdrawal, missed commitments, difficulty coping, increased stress levels, less sleep, increased smoking or using Alcohol (or other drugs).

-
-
-

ACTIONS: e.g., make a GP appointment, talk to support person, take medication as prescribed.

Red Light:

My Signs of Relapse:

This may include worsening of yellow light signals listed above, self-harm behaviours, suicidal thoughts and/or feeling unsafe.

-
-
-

ACTIONS: Use your Safety Plan. Go to your GP or nearest Emergency Department or call 000 or contact your nearest **Area Mental Health Service – Mental Health Triage Line:**

- GV Health Ph: 1300 369 005
- Albury Wodonga Health Ph: 1300 104 211



PART B: Knowing my Medication List

It is always important to know your current medications. You can ask your GP to print out the current list for you and attach it below.

Or you can take a photo and store it in your phone, so you always have a copy close at hand.

Please fill in the medications you are currently taking and keep this up to date & in a handy place.

GP Name: _____

GP Clinic: _____

Clinic Contact No: _____

Medication Name	Dose	I take this medication for	I take this at: <ul style="list-style-type: none"> • Morning (M) • Lunch time (L) • With dinner (D) • Bedtime (B) 	Maximum daily dose

PART C: My Safety Management Plan

This safety plan can be used when you are struggling to manage stress safely and/or are feeling unwell or at risk. It is important to recognise when your distress is increasing; and get help if you feel unable to manage.

Name: _____

Date: _____

My signs I am in crisis are:

What has helped keep me safe in the past when I have been in a crisis?

Self-talk/self-soothing skills I can use?

Social supports to call:

Professional supports I can call:

Things I can avoid/remove to keep safe:



<p>I agree to use this plan and maintain my safety. I understand if I am struggling and cannot manage my safety, I will attend an urgent review with my GP, contact my support person, or Area Mental Health Service. I understand emergency services may be contacted on my behalf.</p>	
Name of Client:	Name of MH Clinician:
Signature of Client:	Signature of MH Clinician:
Date:	Date:
If I am unable to follow this plan, I agree to contact:	
Name:	Phone:
Name:	Phone:
Name:	Phone:

PART C: My Safety Management Plan (cont)

Worksheet 11 – My Discharge Goals

This will be completed after discharge from your mental health clinician.

APMHA's Discharge and Relapse Prevention Clinician will contact you to work through this part of your plan.

What are the goals you would like to achieve in the coming weeks?

What coping skills will you use?

Who are the people in your support network?

Do you have any concerns about being discharged from APMHA? If so, what are these?

What post discharge follow-up appointments do you have organised?



My Emergency Contact List














Emergency Services: 000 (Ambulance, Police and Fire)

LifeLine 13 11 14	Suicide Helpline 1300 651 251
Head To Health 1800 595 212	Suicide Call Back Service 1300 659 467
Kid's Help Line (Service for kids aged 5-25yrs) 1800 551 800	Beyondblue 1300 224 636
Direct Line (Substance Use Support Service) 1800 888 236	Safe Steps Family Violence (Victoria only) 1800 015 188
NA – Narcotics Anonymous 1300 652 820	The Orange Door https://www.orangedoor.vic.gov.au/
AA Alcoholics Anonymous 1300 222 222	Drug & Alcohol Clinic Advisory Service (DACAS) 1800 812 804
Brother to Brother (Service for First Nations Australians) 1800 435 799	QLife: (Service for LGBTIQA Australians 3pm-12am) 1800 184 527
13YARN (Service for First Nations Australians) 13 92 76	Rainbow Door (LGBTIQ+ specialist advice). 1800 729 367
Men's Helpline 1300 789 978	Child Protection 13 12 78
Men's Referral Service 1300 766 491 (for people at risk of using family violence)	Area Mental Health Service Albury Wodonga Health 1300 104 211
Sexual Assault Crisis Line 1800 806 292	Area Mental Health Service – GV Health 1300 369 005

12. Resource Directory

Smartphone/Tablet Wellbeing apps.







There are many free smart phone apps available that can be downloaded from the Apple App Store or Google Play Store. You can discuss which apps might be most helpful to you with your APMHA Mental Health Clinician.

<p>My Grief Provides support to grieving people & for those who support them</p>		<p>Daybreak Aims to change your relationship with alcohol.</p>	
<p>Gather My Crew Normalising help-seeking, making it easier to ask for help, coordinate help through our free app.</p>		<p>Daylio Diary, mood, goals & journal tracker app. (Use the free version)</p>	
<p>Smiling Mind Mindfulness & Meditation app. For all ages.</p>		<p>Beyond Now Suicide Safety Plan app.</p>	
<p>CALM Mindfulness & Meditation app. (Use the free version)</p>		<p>1GiantMind Learn to Meditate app. (iphone only)</p>	
<p>SAM Self Help app for the Mind. Loneliness, online group.</p>		<p>Clue Tracks your menstrual cycle related experiences effortlessly.</p>	
<p>Sleep Ninja Free evidence-based app. Helping young people with sleep difficulties.</p>		<p>Water Reminder Tracks your water intake & provides reminders. (Use the free version)</p>	
<p>Spectrum: Queer Wellness Community App Queer Wellness Community app. Connecting LGBTQ+ people with their community, find safe spaces, events, access resources & tools.</p>			



Websites

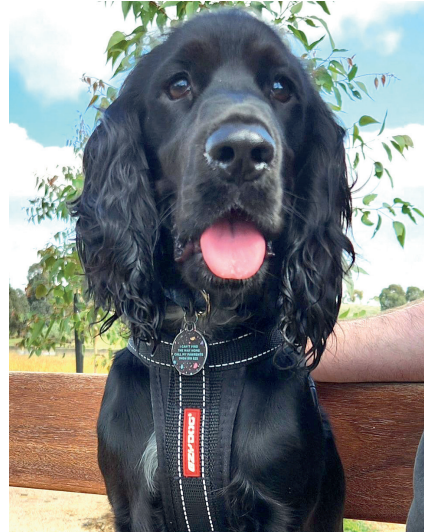
There are many websites that offer a range of online Mental Health and Wellbeing Courses and Support Services.

<p>Head to Health Supporting you to navigate service access and resources. 1800 595 212 https://www.headtohealth.gov.au</p> 	<p>MyCompass A free online tool that can help you identify unhelpful thoughts, feelings, and behaviours, and learn strategies to deal with them. https://www.mycompass.org.au/</p>  
<p>e-couch Provides online training program to help understand and manage mental health symptoms. https://ecouch.com.au</p> 	<p>Moodgym Interactive modules for people with anxiety and depression. https://moodgym.com.au/</p> 
<p>Mindspot Online free courses supporting people experiencing stress, anxiety, depression, OCD, PTSD and chronic pain. https://www.mindspot.org.au</p> 	<p>This Way Up Courses and resources for mindfulness, chronic pain, depression, anxiety, panic attacks and more. https://thiswayup.org.au/</p> 
<p>Smart Recovery Empowering, self-directed online courses and groups that help people recover from dependence on substances. https://smartrecoveryaustralia.com.au</p> 	<p>Headspace National youth mental health and wellbeing centres https://headspace.org.au/</p> 
<p>Beyondblue Mental health resources, support and information. 1300 224 636 https://www.beyondblue.org.au/</p> 	<p>Bite Back Positive Psychology program for 13 - 16 yr olds designed to improve the overall wellbeing and resilience. https://www.biteback.org.au/</p> 
<p>Gather My Crew Normalising help-seeking, making it easier to ask for help, coordinate help through our free app. https://www.gathermycrew.org.au/</p> 	<p>MensLine Self Care Toolkit Focuses on skills boundary setting, problem solving, relaxation and sleep. https://mensline.org.au/mens-mental-health/self-care-toolkit/</p> 
<p>Directline Confidential alcohol and drug counselling and referral. 1800 888 236 https://www.directline.org.au/</p> 	

13. Helpful Tools

Things we can we learn from a dog

- Never pass up the opportunity to go for a walk.
- Allow the experience of fresh air, sun & wind in your face.
- When loved ones visit, always run to greet them.
- Let others know when they've invaded your space.
- Take naps and stretch before rising.
- Run, romp, and play daily.
- Eat with gusto and enthusiasm.
- Be loyal.
- Never pretend to be something you're not.
- If what you want lies buried, dig until you find it.
- Thrive on attention and let people reach in.
- Avoid biting when a simple growl will do.
- Delight in the simple joy of a long walk.
- On hot days, drink lots of water & lie under a tree.
- When you're happy, dance around and wag your entire body.
- When someone is having a bad day, be silent, sit close by and nuzzle them gently.
- Don't be afraid to ask for a cuddle.





Quick Ways to Calm Down

Sometimes you will need a quick way to help calm down and having calm down tools handy will assist. Maybe it's when you're out at the shops or stuck in traffic. These tips will come in handy at those times:

- Imagine your favourite place (what do you see, feel, smell, hear) – it's like taking a mini vacation in your mind, wherever you are.
- Think of your favourite things – list them in order.
- Name animals alphabetically (alligator, bear, cow, dog, etc...).
- Squeeze Something (a pillow, your fists, a stress ball).
- Get a cold drink of water.
- Do the 5, 4, 3, 2, 1 grounding activity below.

5, 4, 3, 2, 1 GROUNDING TECHNIQUE

HOW TO DO IT

This technique will help remind you of the present and is a calming technique that can help you get through tough situations or feelings.

Take a deep belly breath to begin.

- 5 – LOOK** Look around for 5 things that you can see and say them out loud.
For example, you could say, I see the computer, I see the cup, I see the picture frame.
- 4 – FEEL** Pay attention to your body and think of 4 things that you can feel and say them out loud. For example, you could say, I feel my feet warm in my socks, I feel the hair on the back of my neck, or I feel the pillow I am sitting on.
- 3 – LISTEN** Listen for 3 sounds. It could be the sound of traffic outside, the sound of typing or the sound of your tummy rumbling. Say the three things out loud.
- 2 – SMELL** Say two things you can smell. If you're allowed to, it's okay to move to another spot and sniff something. If you can't smell anything at the moment or you can't move, then name your 2 favourite smells.
- 1 – TASTE** Say one thing you can taste. It may be the toothpaste from brushing your teeth, or a mint from after lunch. If you can't taste anything, then say your favourite thing to taste.

Take another deep belly breath to end.

13. Helpful Tools (cont)

My Best Life

As human beings, one of our deepest desires is to have a meaningful and happy life.

You've probably heard of the saying, "Live your best life." It's good advice.

We all want to feel connected to ourselves and to others. We want to feel that we're part of something important and that we're making a difference in the world.

We want to look back at our lives and our achievements and be proud. In short, we want what the saying says: "to live our best lives".

But what does it mean to live your best life?

You are a unique individual, so living your best life is exclusive to you.

Your best life should reflect your true values.

It will be made up of what makes you happy and will be influenced by what changes you would like to make.

So, let's reconnect with your best life vision.

Imagine you were playing back a video of your best life (not a fairy tale or magical life).

What would your best life video include or look like?

Things to consider: your core values, health, hobbies, income, relationships, housing, employment, stability, emotional wellbeing etc. You can make a picture board of what this looks like if you like.

What would get in the way from you living your best life and what can you let go of?



What would help you to achieve your best life?

What can you commit to, to reduce things that get in the way of your best life?

What do you need to get your best life back on track?

Progressive Muscle Relaxation Script – Long

Progressive Relaxation is a simple, and effective method of releasing tension from your body.

By going through groups of muscles in turn, tensing them for a few seconds, and very gradually releasing the tension, deeper than normal levels of muscle relaxation can be achieved.

It also helps with deepening physical relaxation and heightening our awareness of areas and levels of tension in our body. The technique reliably creates the 'relaxation response' and effects a more general state of mental and emotional calm.

The basic procedure may take a few attempts to get used to but once it is mastered the muscles can be relaxed more rapidly providing an ideal basis for other relaxation techniques, such as visualisation or meditation.

Begin by lying down flat on your back or sitting in a comfortable chair. Repeat each step below at least twice. The activity should take about 20 minutes. Its good to practice when you are feeling well, so that you can use the technique as an "expert" when feeling stressed.

Please be mindful of any injuries or pain you may have and adapt the technique to suit your body.

Relax the Legs

1. Raise your right leg a few inches from the floor. Arch the foot back and tense the muscles in the leg. Focus on the tension in your leg muscles. Hold (for about 5 seconds) before relaxing (about 20 seconds). Notice the contrast between tension and looseness.
2. Repeat, in the same way, with the left leg.
3. Repeat with both legs at once.

Relax the Arms, Neck, & Shoulders

5. Make a fist with your right hand. Focus on the tension in your right forearm. Hold it before relaxing. Notice the contrast between tension and looseness.
6. Make a fist with your right hand and bend the arm at the elbow, to tighten your bicep. Again, hold it before relaxing. Notice the contrast between tension and looseness.
7. Repeat the same two steps with the left arm.
8. Now repeat with both arms at once.
9. Hunch both the shoulders up, and tense the neck and shoulders. Hold it before relaxing. Notice the contrast between tension and looseness.

Relax the Facial Muscles

10. Now relax your facial muscles in exactly the same way. Raise your eyebrows as far as you can. Imagine your forehead muscles becoming smooth and limp as they relax.
11. Now tense the muscles around your eyes by squeezing your eyelids shut. Relax.
12. Now clench your jaw. Bite your teeth down. Relax.



Relax the Breathing

13. Now focus your attention on your chest. Take a deep breath. Hold it. Feel the tension in your chest and stomach. Pause before you let go, exhale and relax completely.
14. Imagine a wave of relaxation slowly spreading throughout your body, starting at your head and gradually penetrating every muscle group all the way down to your toes.
15. Let your breathing gradually become more shallow, allowing your breath to be as free and natural as possible.

Relax the Mind

16. Become aware of your eyes, allow them to defocus completely and soften all of the muscles around the eyes. Let the eyes become completely still and passive. Count softly, out loud, from 1 to 5. Repeat but twice as softly and slowly. Repeat several times, gradually fading away your voice completely.
Remain completely quiet and passive in this position for 5 minutes.
17. When you're finished, take a deep breath, stretch your arms and slowly begin moving.

Progressive Muscle Relaxation Script – Short

Take a deep breath in and out.

Head and face:

Wrinkle up forehead. At the same time, press your head as far back as possible, roll it clockwise in a complete circle, reverse. Now wrinkle up the muscles of your face like a walnut: frowning, eyes squinted, lips pursed, tongue pressing the roof of the mouth and shoulder hunched.

RELAX

Upper Body: Curl both fists, tightening biceps and forearms.

RELAX

Back: Arch back as you take a deep breath into the chest. Hold.

RELAX

Tummy: Take a deep breath, pressing out the stomach. Hold.

RELAX

Feet: Pull feet and toes back toward face, tightening shins. Hold.

RELAX

Curl toes, simultaneously tightening calves, thighs and buttocks.

RELAX

Take a deep breath in and out.

YouTube has various guided Progressive Muscle Relaxation scripts you could use.

<https://www.youtube.com/watch?v=1nZEdqcGVzo>

<https://www.youtube.com/watch?v=Lx5mDY-eEAO>

https://www.youtube.com/watch?v=sztFHijO_WO



Monitoring how you are traveling: Using a Mood/Anxiety Chart.

The key to managing stress is to fully understand ourselves first. It is often useful to track our daily life experiences and how these may impact on our overall feelings. This will also help you identify triggers. Things to include:

- Good and bad experiences.
- Physical injuries or illness.
- Future situations you are concerned about.
- Insomnia or sleep issues.
- Alcohol and/or drug use.
- Commencing new medications.

One way to do this is by completing a Mood/Anxiety Chart like the one on the next page.

The recommended way of using this chart is by completing it 3 to 4 times per day (around mealtimes is best). Alternatively, you can use a Mood Tracking app.

How to use the chart:

1. Log the date and time at the top of the chart.
2. On a scale of 1 to 10 (10 = extreme anxiety and 1 = no anxiety), give a rating of where you believe your anxiety/tension volume level is.
3. On a scale of 1 to 10 (10 = the best you have ever felt and 1 = the worst you have ever felt), give a rating of where you believe your happiness/sadness volume level is.
4. At the bottom of the chart, briefly describe what triggers or events have occurred eg: how you slept, any alcohol intake, menstruation.
5. Other.
6. Link your dots.
7. Review how you have been tracking with your counsellor or GP.



Acknowledgment

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Special thanks to:

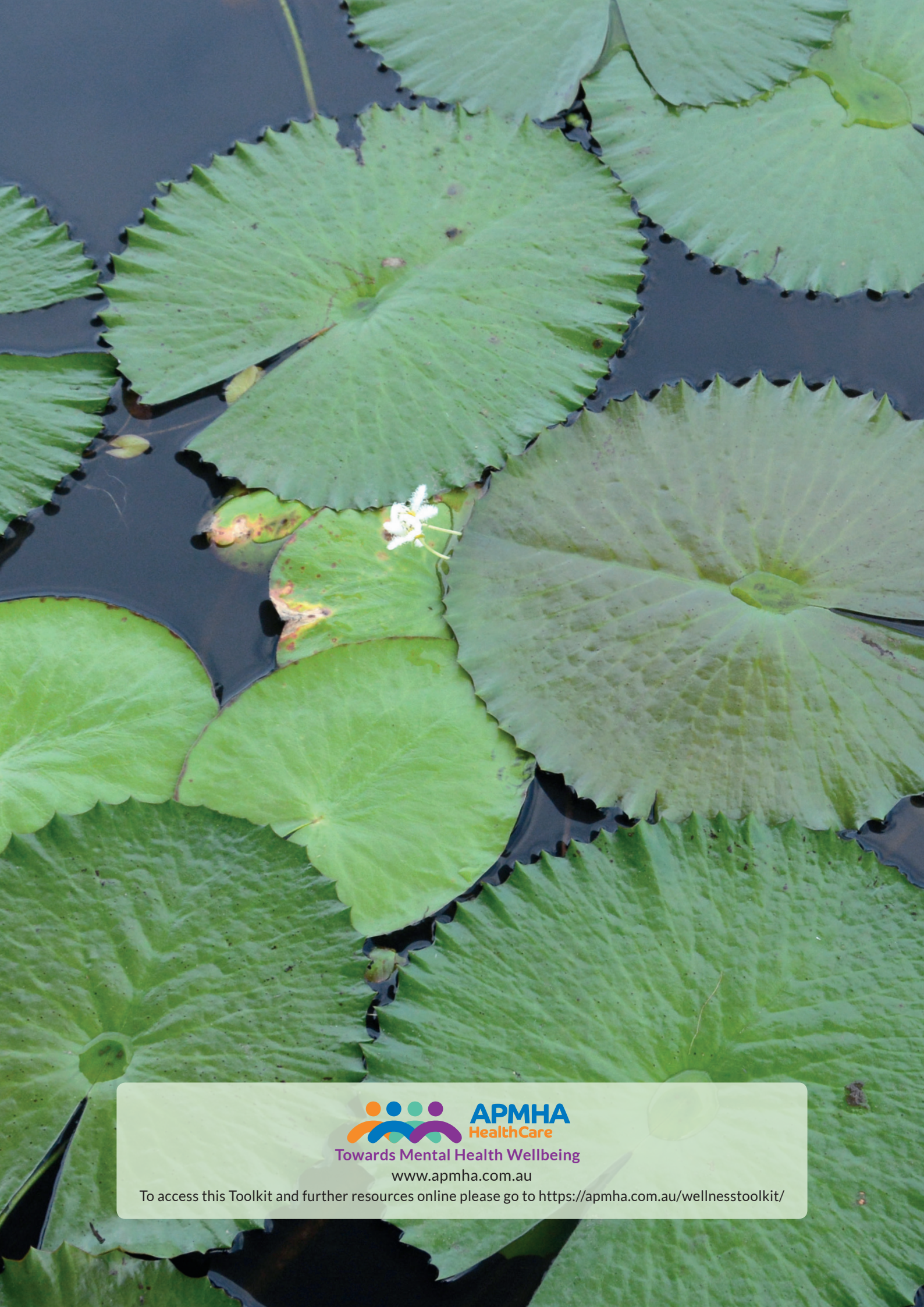
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May this Toolkit serve as a beacon of light on the path to wellbeing, and may its impact ripple through the lives of those who engage with its contents.

With sincere appreciation,

Renee Hayden
CEO – APMHA Healthcare Ltd





Towards Mental Health Wellbeing

www.apmha.com.au

To access this Toolkit and further resources online please go to <https://apmha.com.au/wellnesstoolkit/>