# Work & Rest Balance Resource Sheet



# **Your Work-Rest Status**

What keeps you from being balanced in your life?



What do <u>you do</u> to be balanced in your life?				
•				
How successful are you?				

Very

Kind Of

Could Be Better

Not Very

Our natural ability to do well and to keep going is called resilience. Resilience is all about how we confront challenges at work and home and overcome them.

# **The Sleep-Fatigue Relationship**

### Sleepy

• Drowsv

SIDE 1

- Falling off to sleep
- Difficulty keeping eyes open
- Constant yawning
- Difficulty waking in the morning

# Shift Work Sleep Facts

- 15% of Americans work outside the traditional 8-5 workday
- People choose to work nights due to: o It's the nature and requirements of their job o It provides a better arrangement for their family time o They have a personal preference for that workstyle
- Most people (70-75%) adjust to the sleeping requirements needed to have effective and satisfying sleep.
- If you have problems they may include: o Drowsiness during your shift
  - o Decreased concentration o Irritability
- restful and full sleep

Notes:

## The **Resilience** Advantage™ Dr. Richard Citrin



### Fatigue

- Feeling of exhaustion
- Irritable
- Grows during the day
- Difficulty concentrating
- Decreased motivation

o Difficulty falling or staying asleep during your sleep

• Lifestyle management can significantly improve your ability to have a

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### Work/Rest Remedies: Get Rest (Rest is part of the journey)



#### • Establish solid sleep routines

- o Go to sleep at the same time everyday even if you are on a late shift. Plan to go to sleep within 1-3 hours after you come off your shift.
- o Create a routine that helps you prepare for sleep
- (such as watching a funny show or reading a book).
- o Avoid eating or drinking too much before you go to sleep.
- o Pay off your sleep debt
- o If you can't sleep, rest.

#### Manage light

- o Keep your workspace well illuminated
- o Wear sunglasses when you come off your late night shift
- o Get darkening shades to keep light out of your bedroom or use a sleep mask.
- o Cover up digital devices like your alarm clock and consider ear plugs Naps
  - o Take a nap just before you go onto your late night shift. o Use your lunch and other breaks effectively by taking a quick nap
  - (5-10 minutes) or taking a walk to get your energy going.
- Talk to your physician if you are having trouble sleeping or staying awake

### Work/Rest Remedies: **Getting Physical** (Building Toughness)



#### Create a complete workout routine

- o Cardio, strength, flexibility, endurance, flexibility, relaxation Nutrition
  - o Pay attention to what food work best with your body
  - o Translate your meal schedule to your night time routine
  - (e.g lunch 3-4 hours into work);
  - Consider eating more frequently during the shift
  - o Bring your own food to work so you control what foods work best for you
  - o Drink caffeine earlier in your shift but avoid it within an hour of finishing vour shift
  - o Keep water near your work space so you can keep hydrated
  - o Make better bad choices

### Work/Rest Remedies: Getting Social (Get a life)



- Use your off time to spend time attending family events that you may not be able to usually attend.
- Do what is important and meaningful to you
- Use your technology effectively
- Post your schedule so that your family knows when you are sleeping and when you are awake.
- Make a list of things you want to get done during the day
- Make your sleep time sacred so that you know you will get the rest you need

## My Work/Rest Plan:

Can you improve on your work/rest balance?

Yes
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SIDE 2

N0
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#### What do you think you could do to feel more balanced? Choose from the list of Remedies and add what you can do.

Remedy 1: _		
What I can do:		
Remedy 2:		
What I can do:		
Remedy 3:		
What I can do:		
otes:		



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