



Self Care Checklist for a Balanced Wellbeing

Taking time to care for yourself is essential to maintaining your physical, mental, and emotional health. This self-care checklist is designed to help you stay grounded, balanced, and intentional. You don't have to do everything, just pick what works for you and build from there. Use it as a gentle guide, not a rigid to-do list. Customize it, revisit it often, and let it evolve with you.



“Growth happens outside your comfort zone, but self-care keeps you grounded.”

Challenge yourself while maintaining compassion and balance.

Document Layout:

Section 1: Daily Self Care Routine

Section 2: Weekly Self Care

Section 3: Monthly Self Care

Section 4: In Case of Burnout Plan

Section 5: Emergency Self Care Plan

Before we begin, take a second to identify where you are doing well, and where you might need some extra care. See what resonates, and create some self awareness before you see the list.

- ☐ I feel energized in the morning.
 - ☐ I take time for hobbies or joy.
 - ☐ I have supportive relationships.
 - ☐ I listen to my emotions.
 - ☐ I sleep at least 7 hours per night.
 - ☐ I know how to manage stress in healthy ways.
 - ☐ I feel connected to something greater than myself.
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Section 1: Daily Self Care

☀ Morning Routine - Start your day intentionally to set a positive tone.

- **Wake up without immediately checking your phone:** Avoid information overload and stress first thing.
- **Drink a glass of water:** Hydrates your body after sleep and boosts energy.
- **Practice mindfulness or meditation (5–10 minutes):** Center your mind, reduce anxiety, and improve focus.
- **Eat a healthy breakfast:** Include protein, fiber, and healthy fats to fuel your morning.

- **Set 1-3 daily goals or intentions:** Focus your energy on achievable tasks to build momentum.
- **Stretch or do light movement:** Loosen up muscles and increase blood flow.


During the Day - Maintain energy and focus with these habits:

- **Take regular breaks (every 60–90 minutes):** Stand, stretch, or step outside to refresh your mind.
- **Stay hydrated:** Aim for at least 6–8 cups of water daily.
- **Eat a nutritious lunch:** Choose balanced meals with vegetables, whole grains, and lean proteins.
- **Practice positive self-talk:** Notice negative thoughts and replace them with affirmations or encouragement.
- **Take technology breaks:** Limit screen time by stepping away from devices for 10–15 minutes every few hours.
- **Learn something new:** Read an article, watch an educational video, or listen to a podcast to stimulate your mind.

Evening Routine - Wind down to prepare for restful sleep and emotional balance:

- **Disconnect from electronics at least 1 hour before bed:** Reduce blue light exposure to improve sleep quality.
 - **Practice relaxation techniques:** Try deep breathing, progressive muscle relaxation, or gentle yoga.
 - **Create a calming bedroom environment:** Dim lights, tidy space, comfortable bedding.
 - **Avoid heavy meals, caffeine, and alcohol close to bedtime:** Support digestion and uninterrupted sleep.
 - **Engage in personal hygiene:** Shower, brush your teeth, and maintain your skincare routine.
 - **Journaling:** Reflect on the day, write down gratitude, or process emotions.
 - **Read a book:** Choose something light or inspiring to relax your mind.
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Section 2: Weekly Self-Care

 Integrate these habits regularly to deepen your self care practice:

- **Aim for 7-9 hours of quality sleep per night:** Prioritize consistent sleep schedules.
 - **Socialize and connect with loved ones:** Spend time with friends, family, or community to nurture relationships.
 - **Cook a healthy meal at home:** Experiment with new recipes or meal prep for the week.
 - **Reflect on personal growth and challenges:** Review wins and areas for improvement, possibly in a journal or planner.
 - **Attend therapy or counseling if needed:** Professional support can guide emotional healing.
 - **Focus on hygiene and self-care rituals:** Manicure, skincare treatments, or grooming.
 - **Treat yourself:** Enjoy a hobby, a spa day, a favorite snack, or anything that brings joy and relaxation.
 - **Spend time in nature:** Walk, hike, or simply sit outdoors to recharge your mental health.
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Section 3: Monthly Self-Care

👣 Take bigger steps to care for yourself over the longer term:

- **Schedule medical or dental appointments:** Stay on top of preventive health care.
- **Plan a getaway or a solo day for rest and reflection:** Unplug and recharge your mental batteries.
- **Start or adjust a fitness routine:** Try a new workout style or increase activity levels for physical vitality.
- **Learn a new skill or hobby:** Take a class, try a craft, or explore an interest that excites you.
- **Review your budget and financial goals:** Manage stress by tracking spending and planning ahead.
- **Send a thoughtful message or gift:** Strengthen connections by showing appreciation or reaching out.
- **Incorporate sustainable practices:** Try eco-friendly habits like reducing waste or supporting local products.

Additional Ideas:

- Practice creative expression: art, music, writing, or dance.
- Volunteer or help others to boost purpose and community ties.
- Limit caffeine and sugar intake to balance energy.
- Try aromatherapy or use essential oils for relaxation.
- Prioritize boundaries: say no to extra obligations that drain your energy.
- Maintain a gratitude practice: list things you're thankful for daily or weekly.

Section 4: 🔥 In Case of Burnout Plan

A grounding guide for when you're mentally, physically, or emotionally exhausted.

Recognize the Signs: Check in with yourself. Are you feeling...

- Constant fatigue even after rest?
- Cynical or unmotivated?
- Easily irritated or emotionally numb?
- Unable to focus or complete tasks?
- Physically rundown (headaches, tension, stomach issues)?

If YES to any of the above, pause and take action.

🧘 1. Take a Breath & Create Space

- **Step away from responsibility** (if possible). Even a short break can help.
- Turn off unnecessary notifications or alerts.
- Use this breathing technique: *Inhale 4 sec → Hold 4 sec → Exhale 6 sec* (repeat 3–5 times).
- If at work: use a restroom break, walk outside, or ask for help on something.

🧠 2. Simplify & Prioritize

- Ask: *“What truly needs to be done today?”*
- Drop non-urgent tasks. You can return to them later.
- Delegate or ask for help if possible.

🛌 3. Go Into Recovery Mode

This is your mental health sick day.

- Cancel unnecessary commitments. You’re allowed to say no.
- Take a nap or allow yourself to rest without guilt.
- Drink water. Eat something nourishing—even if it’s simple.
- Do only what’s necessary to feel safe and supported.

4. Reconnect with Your Body

- Try grounding techniques:
 - *Put your hands in cold water.*
 - *Name 5 things you see, 4 you can touch, 3 you hear, 2 you smell, 1 you taste.*
- Stretch, go for a slow walk, or just lay down with no expectations.
- Use sensory comfort: a cozy blanket, candle, soft music, weighted object, or gentle touch.

5. Speak Kindly to Yourself

- Your exhaustion is valid — it doesn't mean you're failing.
- Say aloud or write:
 - *"I am allowed to rest."*
 - *"I've done my best, and that is enough."*
 - *"This moment will pass. I will feel better again."*

6. Plan for Repair (When You're Ready)

- Schedule time off or reduce your workload where possible.
 - Reevaluate boundaries: where are you overextending?
 - Consider seeking professional support (counseling, therapy, coaching).
 - Reintroduce small joys (hobbies, fun movement, nature time).
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Section 5: Emergency Self-Care Plan

For moments of anxiety, crisis, or emotional overwhelm.

Create or print this page and keep it somewhere visible or easy to grab. Fill it out when you feel stable so it's ready when you need it.

My Safe People (I Can Reach Out To)

1. _____ (Friend)

2. _____ (Family)
3. _____ (Therapist/Support Line)

National Helpline (US): 988 Suicide & Crisis Lifeline

Text “HOME” to 741741 to reach a crisis counselor

Things That Ground Me

- Wrap in a blanket
- Hold something cold or textured
- Listen to calming music or nature sounds
- Move my body gently (shake, stretch, sway)
- Focus on my breath or count to 10 slowly

Grounding Affirmations

- *“I am safe in this moment.”*
- *“This feeling is temporary.”*
- *“I am doing the best I can.”*
- *“I’ve survived hard moments before, and I will again.”*

Distractions That Help Me Reset (Low Stim/Comforting)

- Watch my comfort show: _____
- Listen to this playlist: _____
- Read this book or article: _____
- Play a simple game or puzzle
- Scroll a soothing TikTok/Pinterest board (yes, it’s okay!)

Self-Soothing Activities

- Light a candle or incense
- Take a warm shower or bath
- Cuddle a pet or stuffed animal
- Make tea or a cozy drink
- Journal *without judgment*
- Cry if needed — it’s cleansing, not weakness

Emergency “Do Nothing” List

It’s okay if all you do is:

- Breathe
- Lie down
- Drink water
- Ask for help
- Just exist

That’s enough. **You are enough.**

