



PARTICIPANT WORKBOOK

MINDFULNESS-BASED STRESS REDUCTION

This program is designed to teach you information and skills you can use to manage your symptoms and feel better.



Regional Health Education
The Permanente Medical Group, Inc.



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PARTICIPANT GUIDELINES

The following guidelines will help you make the most of the program.

Come Every Week

You will learn more if you come every week, even when you don't feel like it. Please don't stay away if you are having a bad day. If you are unable to attend, please notify the instructor.

Be On Time

Please be on time so you will not interrupt the opening check-in and relaxation exercises which start promptly. If you must be late, please enter quietly.

Be Active and Involved

Try out new ideas and skills you learn about in class for at least 2 weeks. Decide when/where you will practice each week. If applicable, record your progress on the forms provided.

Respect Others and Listen

Respect other people's privacy. At home, you can talk about the information and skills you learn, but don't talk about other group members or what they say.

Refrain from Giving Advice

When sharing, refer only to your own experience.

Dress Comfortably

In this program you will be practicing meditation and mindful movement exercise. Please wear loose, comfortable clothing that will allow for ease of movement.

Be Safe

Follow guidelines for safe stretching when practicing mindful movement exercises in class and at home.

Communicate with the Instructor

If you are having difficulty understanding concepts taught in this class, talk to the instructor. He or she can help you work through any problem that arises.

Program is Educational

This program is not therapy. If at any time during the program you feel you need additional support or a referral to a therapist, please speak with your program facilitator.



CLASS OUTLINE & HOME PRACTICE

Topic	Home Practice
<p>1 Getting Started</p> <ul style="list-style-type: none"> • Introduction to Mindfulness Meditation • Mindfulness of Breathing • Guided Body Scan 	<ul style="list-style-type: none"> • Body scan six days this week • Workbook: <i>Ways of Seeing, Nine Dots</i> • Suggested Reading: <i>FCL</i>: Introduction, Chapters 1-3, 5
<p>2 Perception and Creative Responding</p> <ul style="list-style-type: none"> • Perception and Creative Responding • Mindful Body Movement • Introduction to Sitting Meditation 	<ul style="list-style-type: none"> • Body scan six days this week • Workbook: Complete <i>Pleasant Events Calendar</i> for the week; one entry per day. <i>Mindfulness Exercises</i>: Mindfulness of routine activities: Pick several activities for the week. • Suggested Reading: <i>FCL</i>: Chapters 4-6
<p>3 Yoga, Mindful Movement and Attending to Pleasure</p> <ul style="list-style-type: none"> • Yoga (or other mindful movement) • Guided Sitting Meditation • Pleasant Experiences and Pleasant Activities 	<ul style="list-style-type: none"> • Alternate body scan with yoga 6 days this week. • Workbook: Complete <i>Unpleasant Events Calendar</i> for the week; one entry per day • Suggested Reading: <i>FCL</i>: Chapters 17-21 • Sitting meditation with awareness of breathing: 15-20 minutes each day • Make an effort to “capture” your moments during the day. What pulls you off center?
<p>4 Relationship of the Meditation Practice to Stress and Pain</p> <ul style="list-style-type: none"> • Sitting Meditation • Yoga (or other mindful movement) • Reacting and Responding to Stress 	<ul style="list-style-type: none"> • Alternate body scan with yoga 6 days this week. • Suggested Reading: <i>FCL</i>: Chapters 9,23 and any chapters that relate to conditions you may have — e.g. chronic pain, anxiety • Sitting meditation with awareness of breathing, sensations, body as a whole: 20 minutes each day • Be aware of stress reactions and notice how you respond to them.
<p>5 Mindfulness, Thoughts and Emotions</p> <ul style="list-style-type: none"> • Mindfulness of Thoughts • Working with Feelings and Emotions 	<ul style="list-style-type: none"> • Sitting with awareness. Alternate sitting meditation tape with either body scan or yoga. • Workbook: <i>Feeling Words, Thinking Distortions, Awareness of Stressful Communications Calendar</i> (one entry per day) • Suggested Reading: <i>FCL</i>: Chapters 16, 28 • Bring awareness to moments of reacting and explore options for responding with greater mindfulness and creativity.



CLASS OUTLINE & HOME PRACTICE CONTINUED

<p>6 Stressful Communications & Mindful Skills to Work with Them</p> <ul style="list-style-type: none">• Communications Styles• Communication Calendar• Healthy Communication Skills• Aikido of Communication	<ul style="list-style-type: none">• Sitting meditation, body scan, and yoga: 6 days this week• Workbook: <i>Food and Moods</i>• Suggested Reading: <i>FCL</i>: Chapters 7-9, 26, 29-31, pps. 371-375• Observe your communication style this week.• Pay attention to what you take in; where it comes from, how much, with particular attention to the effects.
All-Day Retreat	
<p>7 Cultivating Self-Reliance</p> <ul style="list-style-type: none">• Discussion of All-Day Retreat• Practicing Healthy Habits	<ul style="list-style-type: none">• Practice the formal meditation practice on your own as best you can six days this week.• Suggested reading: <i>FCL</i>, Chapter 36• Informal practice (mindfulness in daily life) in preparation for when the course is over• Pay attention to what you put into your body: how much, when, what, how often, fat content, cholesterol content. Know sources of food.
<p>8 The End and the Beginning</p> <ul style="list-style-type: none">• Large Group Discussion• Community Resources• Completing Forms	<p><i>“It is courageous to dedicate the rest of your life to opening your heart.”</i></p> <p>— Pema Chodron</p>



WAYS OF SEEING



Young Women
or
Old Woman?

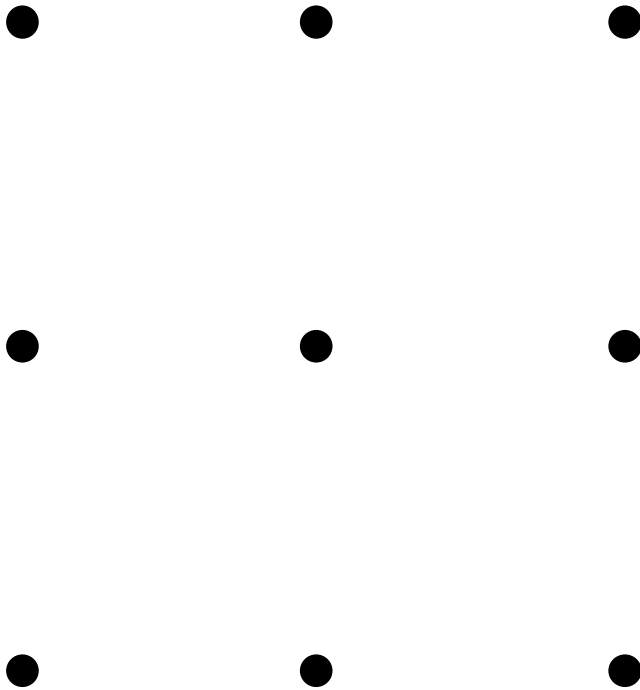


Man Playing Saxophone
or
A Woman's Face?



NINE DOTS EXERCISE

Connect all nine dots below using exactly four straight lines. Do not lift your pen off the paper or retrace over any of the four lines.





MINDFULNESS EXERCISES

Perform each one of the following activities mindfully. Be conscious of your body and mind while remaining aware of the task. Do not try to rush through the task. Consider each task the most important task in life, deserving of your special attention and focus. If your thoughts begin to drift away, acknowledge it and gently bring your attention back to the physical sensation of the task at hand.



Making Tea



Tying Your Shoes



Washing Your Hands



Brushing Your Hair



Taking a Walk



Folding the Laundry



INTRODUCTION TO YOGA

Yoga is a mind-body discipline that has been practiced for centuries by people of all ages. The Indian sage Patanjali outlined the basic principles more than 2,000 years ago. Yoga practice includes specific postures and breathing techniques. The word “Yoga” means union or harmony and implies a bringing together or unifying of body, mind, and spirit.

Yoga improves circulation and flexibility. It is effective in combating stress and promoting deep relaxation. People have used yoga techniques to train for athletic competitions, prepare for childbirth, manage stress, and increase vitality. The practice of yoga has been a part of meditation, Lamaze breathing, and physical training for many years.

Practical Cautions and Hints

1. Wear comfortable, non-binding clothing (no tight jeans, belts or buckles.) Be barefooted or in socks if it is cold.
2. Start slowly and gently to allow your body to warm up and move naturally into the various poses.
3. Practice on an empty stomach. Try not to eat for at least two hours before practicing.
4. Remember that your body is different from anyone else’s! Everyday your body will have a different potential for range of motion, flexibility, strength, and endurance. Listen to your body. Don’t be in a hurry. Better to do a few postures carefully and well, than to try and rush to do too many for the time you have.
5. Never bounce when stretching. Passive stretching, using the breath to gently breathe into the posture, will not only give you better results, but will help to prevent injury.
6. Learn to discriminate between pain and the slight discomfort of a good stretch or a new, unfamiliar movement. If there is real pain either during or after a posture, then you are doing something wrong! Check with your instructor immediately. Remember that any posture can be modified or enhanced in some way to keep you from injury or pain.
7. Don’t hold a position longer than it is reasonably comfortable to do so. Never be afraid or embarrassed to come out of a posture before your instructor or fellow practitioners do, if you feel uncomfortable.
8. Move slowly and carefully into a posture and come out of the posture in a SLOW, and mindful way. Try to be graceful, like a dancer. Then your yoga practice can be a “movement meditation.”
9. Rest your attention mindfully upon your yoga practice as you move or rest in stillness. Notice the sensation of the movement, stillness, or breath. When you notice your attention has wandered, gently guide it back to the practice.
10. Remember to **breeeathe!** Inhale or exhale coming into or out of the posture. Breathe normally while in the posture. Use the breath to help you relax while in the posture. With normal exhalation, try to relax just a little bit more — but don’t strain or pull, **just relax, breathe, and enjoy the stretch!**

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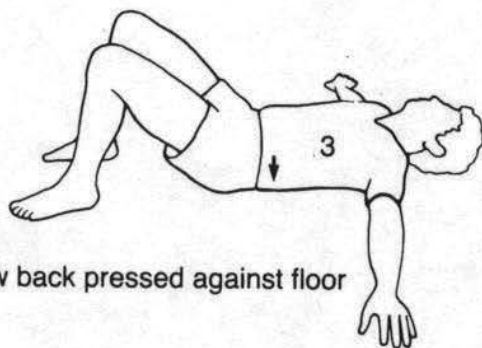
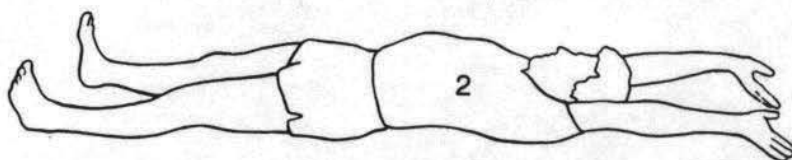
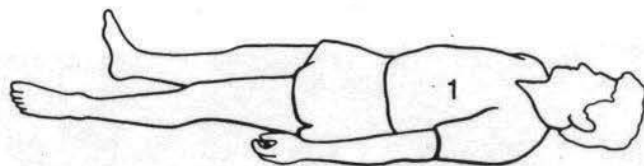




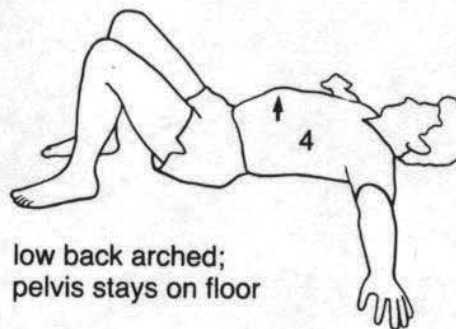
SEQUENCE OF YOGA POSTURES LYING DOWN

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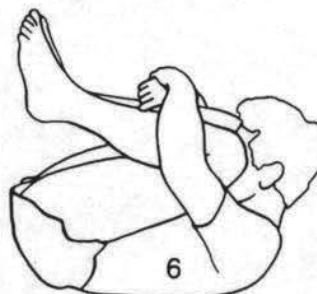
11. Be sure to tell your instructor of any serious personal health problems, like neck, back, or knee injuries, heart disease, high blood pressure, recent surgery, etc.
12. Always pause for a few moments between the poses, and rest mindfully for a few minutes at the close of a practice session. This gives your body time to receive and integrate the effects of the movements.



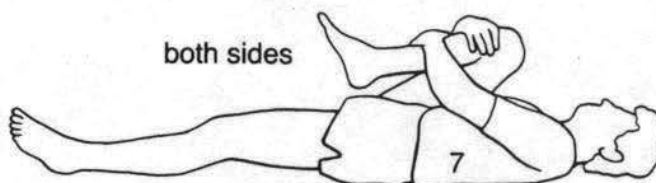
low back pressed against floor



low back arched;
pelvis stays on floor



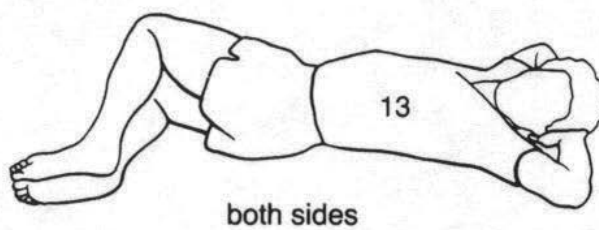
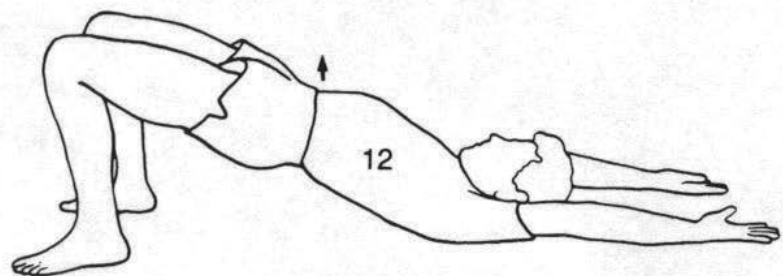
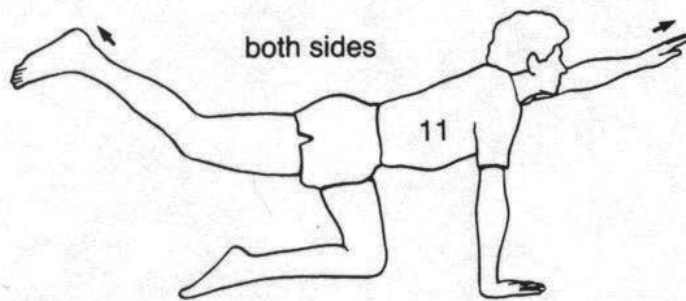
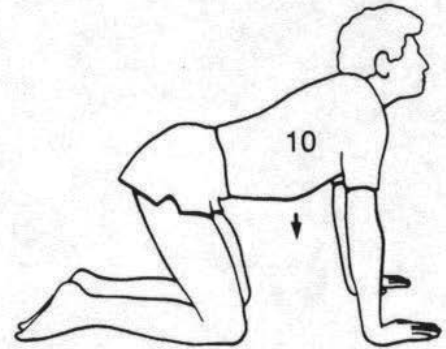
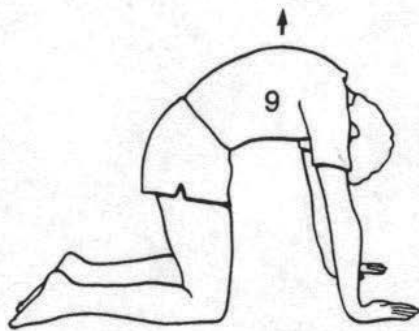
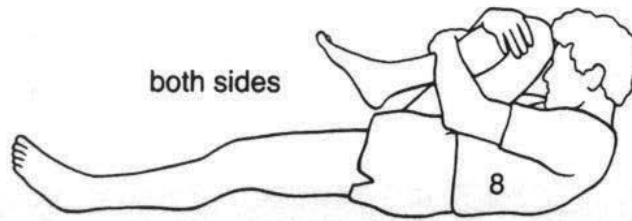
both sides





SEQUENCE OF YOGA POSTURES LYING DOWN

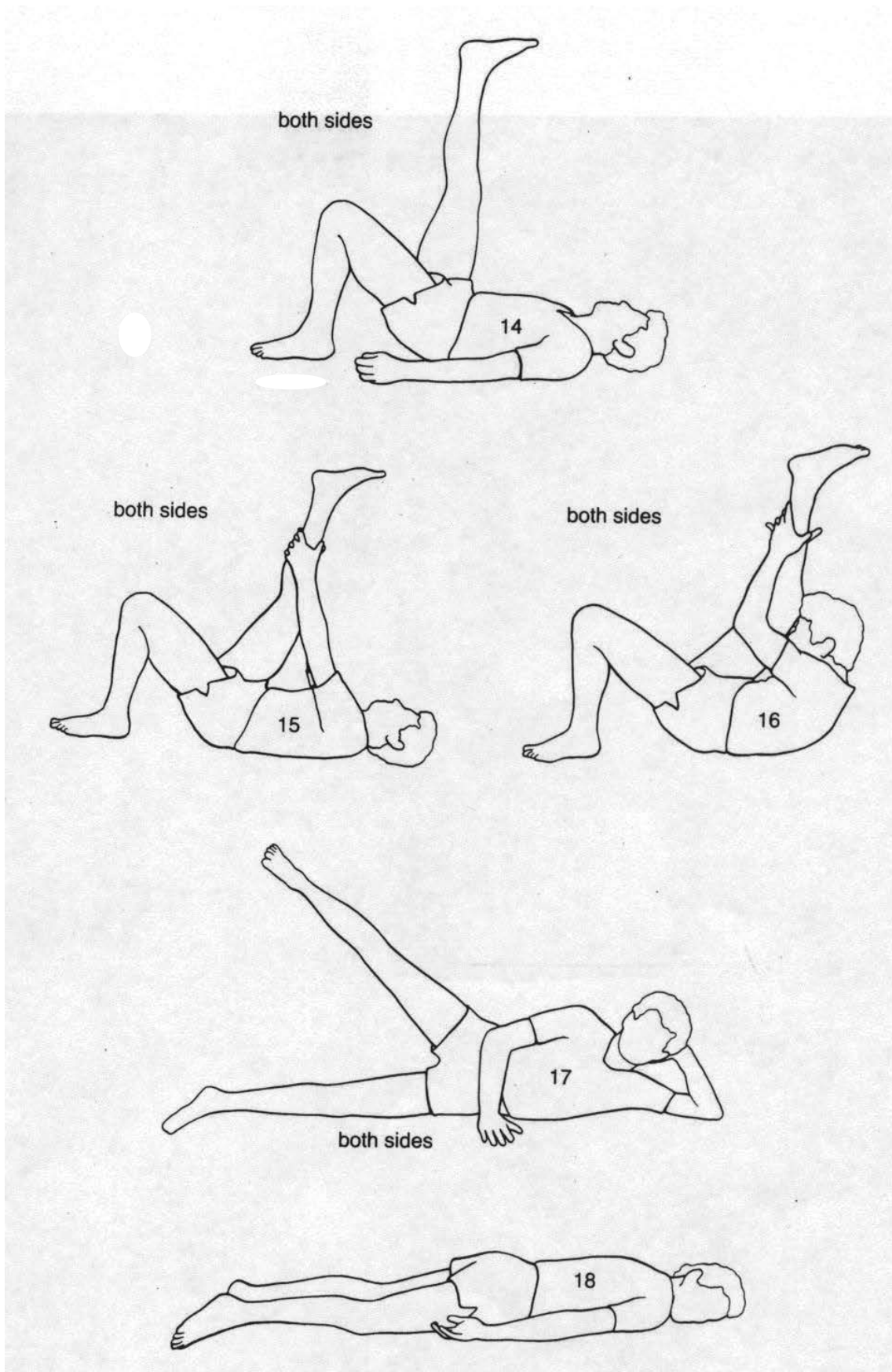
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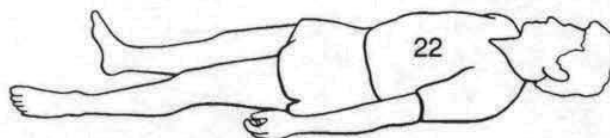
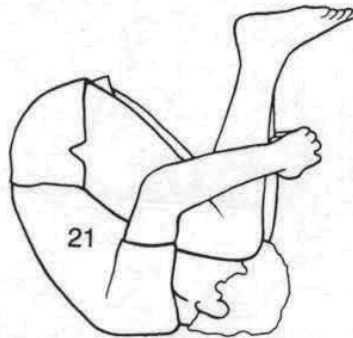
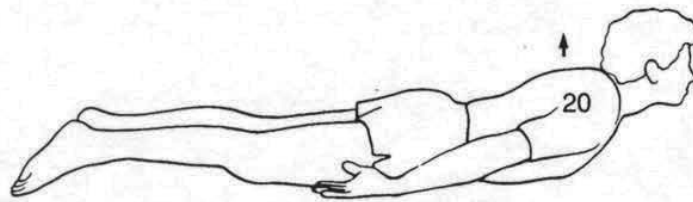
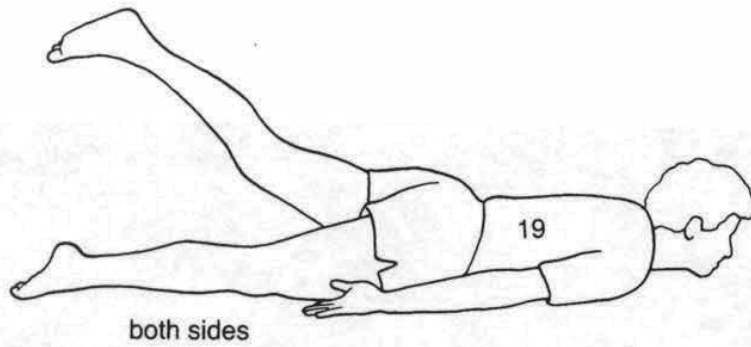
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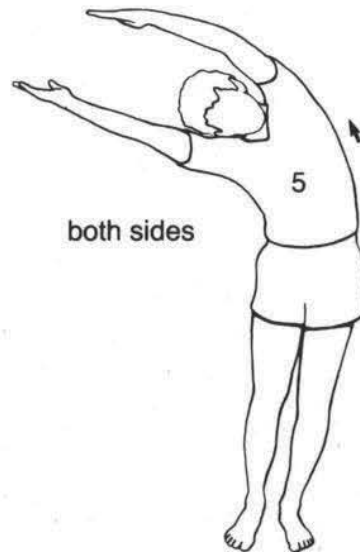
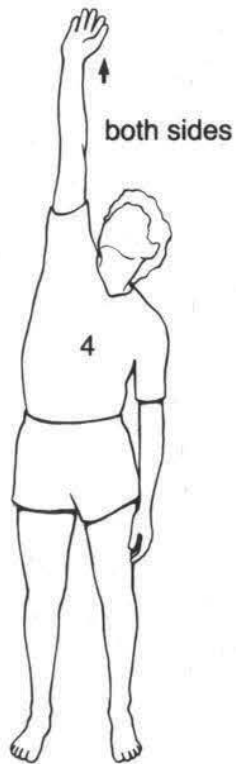
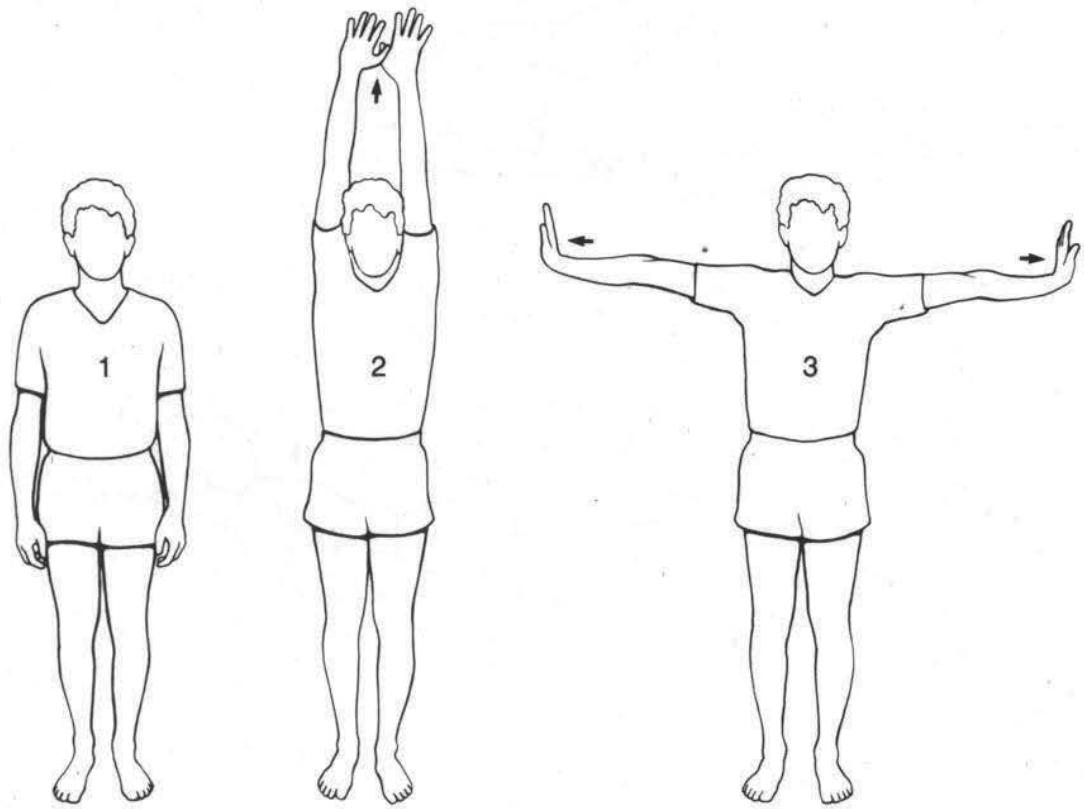
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SEQUENCE OF YOGA POSTURES STANDING

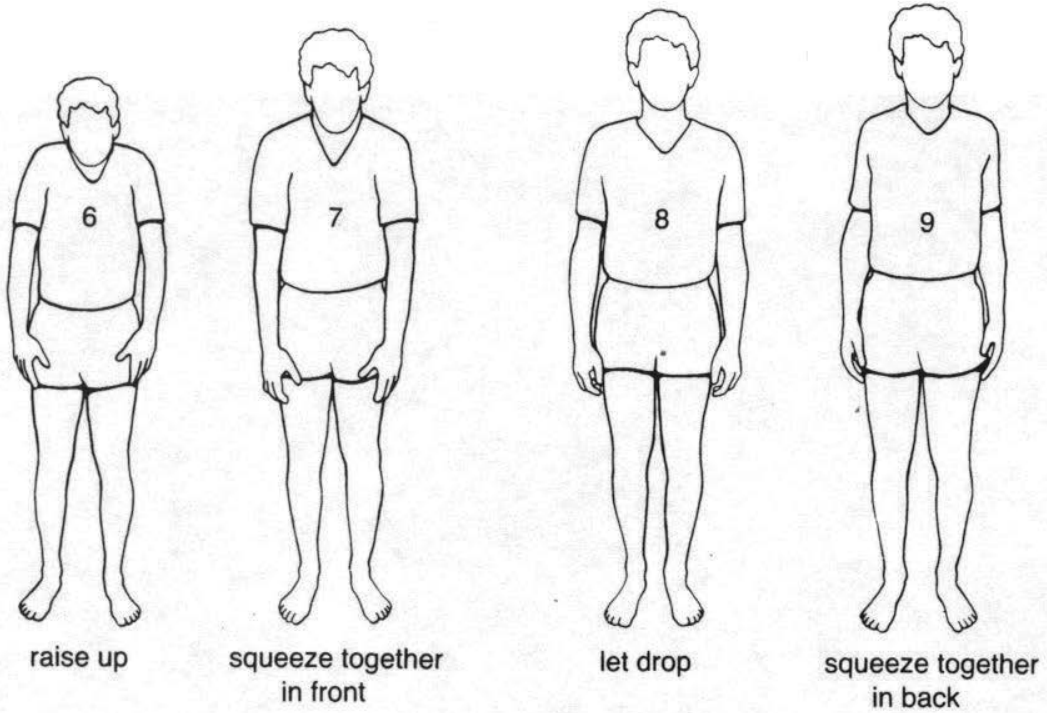




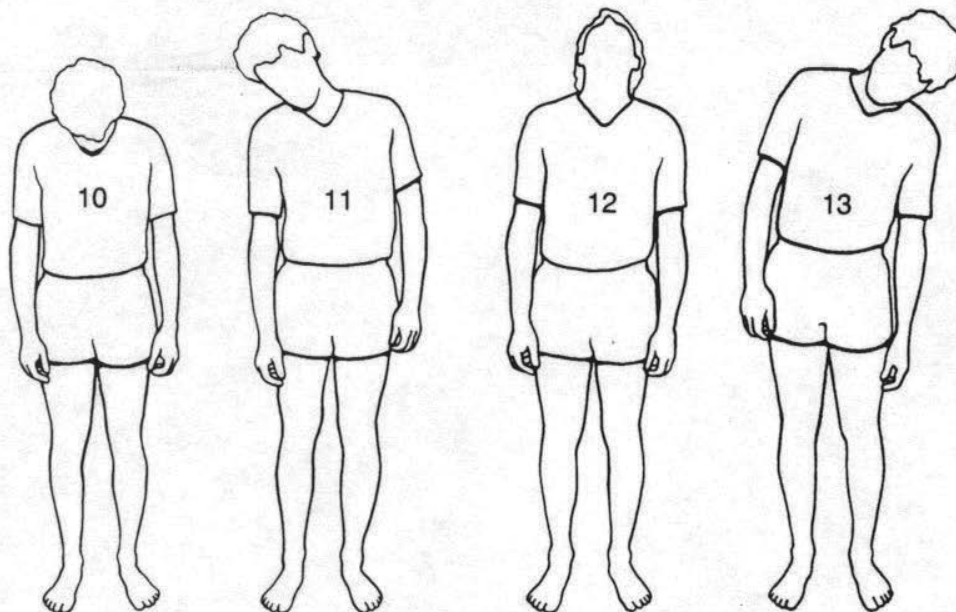
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shoulder rolls: do in forward, then backward directions



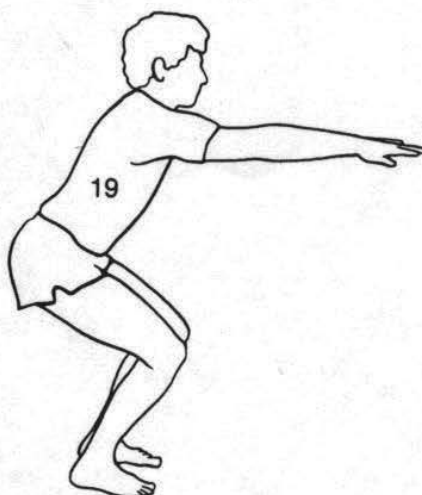
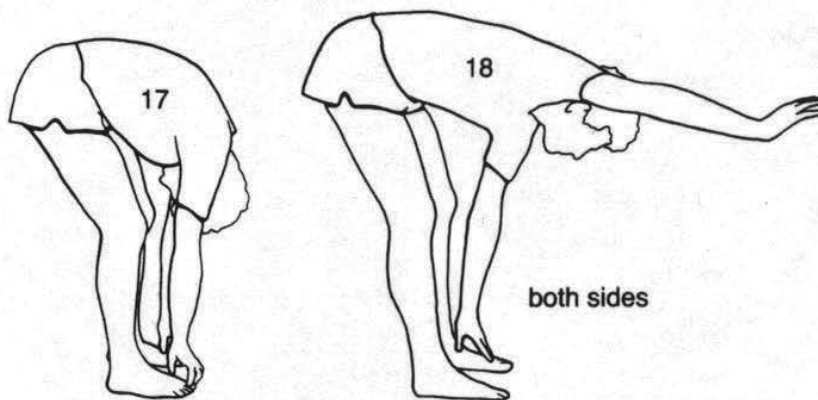
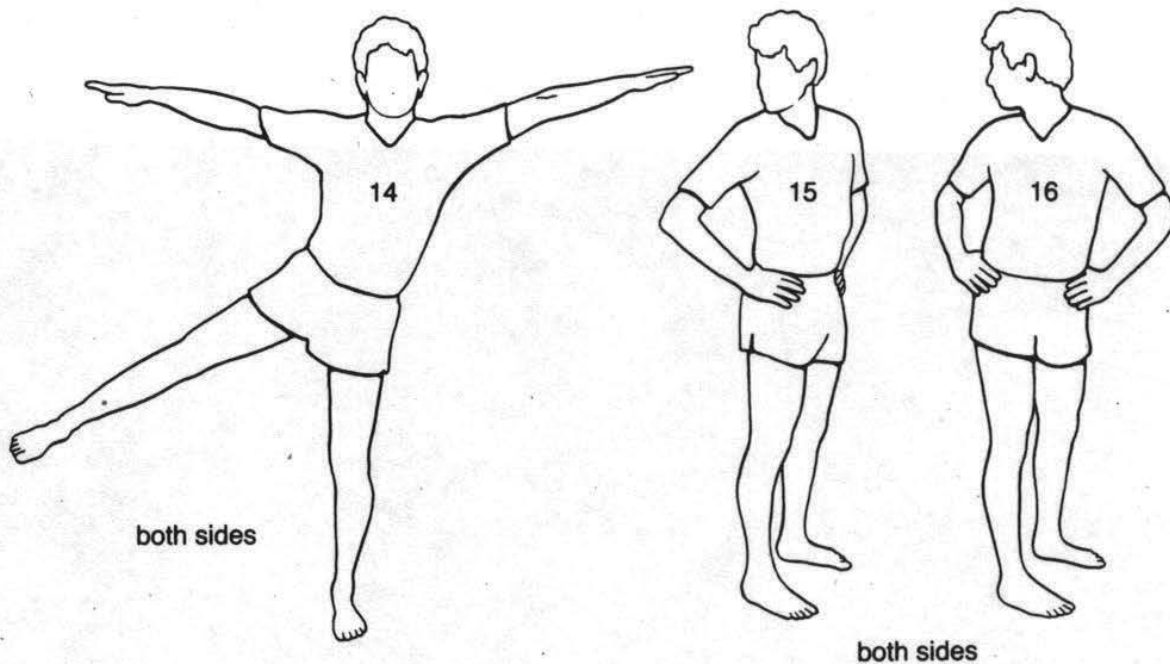
neck rolls: do in one direction, then the other





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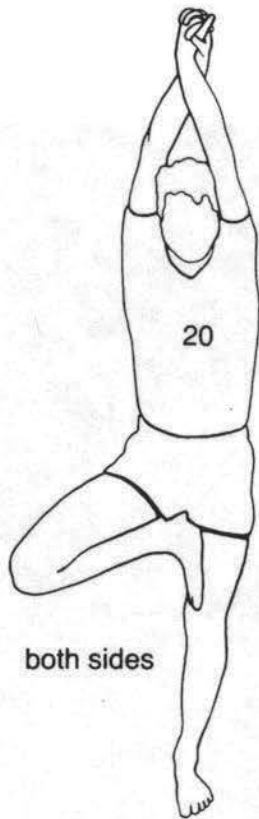
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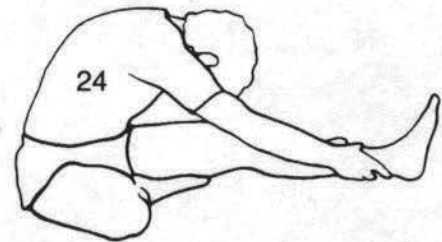
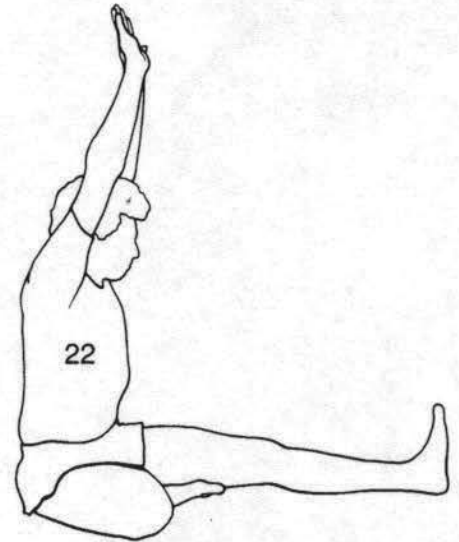


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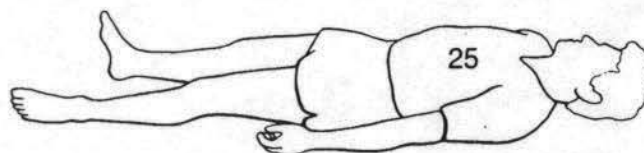
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both sides



repeat 22 to 24 on other side





INTRODUCTION TO TAI CHI

The Origins of Tai Chi

Tai Chi is a “soft” or “internal” martial art, which originated in China hundreds of years ago. Stories of its actual origin combine fact and legend.

It is said that about 220 AD, a Chinese doctor named Hua-Tuo developed a series of exercises for mental and physical discipline based on imitations of the movements of five animals: the tiger, the deer, the bear, the ape, and the bird. Later, in the 14th or 15th centuries, a Taoist monk, Chang San-feng, took these animal movements and incorporated the principles of yin-yang and internal energy to create a set of postures out of which Tai Chi evolved.

For centuries, Tai Chi was taught secretly through family lines and was not available to the general public. Through the years, several different styles and variations of Tai Chi emerged. They all incorporate the same principles of promoting the flow of internal energy, and balancing yin and yang.

After World War II, many Tai Chi teachers moved to Taiwan and Hong Kong, and some later came to the United States to teach. The most popular style in the United States has been the Yang Style. Tai Chi Chih is a gentle modified form of Tai Chi with 20 basic movements. The movements in Tai Chi Chih are so gentle, almost anyone can do them.





Benefits of Tai Chi

Although Tai Chi is considered a martial art and does have self-defense applications, most people today practice it for its health benefits. By harmonizing the mind, body and breath, Tai Chi improves the circulation of the body's internal energy or *chi*, and balances *yin* and *yang*.

According to Chinese medical theory, if the *yin* and *yang* of the body are balanced, and the *chi* and blood are strong and flow smoothly, the body will be healthy. Many things can interfere with that balance (e.g. diet, illness, emotions, and external conditions). Tai Chi or Tai Chi Chih practice can help re-establish harmony and health by stimulating the *chi* and blood to flow smoothly and by calming the nervous system.

Tai Chi helps to improve concentration, enhance mind-body coordination, improve balance, and reduce stress. With regular practice, by calming the mind and relaxing the body, it can help to create a more stable state of inner tranquility and peace. Tai Chi has also been reported to improve health in many chronic conditions such as high blood pressure, asthma, and arthritis — reducing pain and increasing flexibility.

A Short Glossary

Following are brief definitions of common terms related to Tai Chi:

- Chi:** This term refers to the intrinsic energy of the body. The practice of Tai Chi will activate and circulate this energy throughout the body.
- Tan Tien:** An area located about three inches below the navel and considered the center of vitality of the body, the "sea of energy." It is here that the *Chi* is stored and nourished, and it is from here that the *Chi* moves to permeate the entire body. In Tai Chi, we try to facilitate that process by "sinking the *Chi* down to the Tan Tien."
- Sung:** A word meaning relaxation, but it means much more than our usual understanding of being relaxed. In *Sung* the joints are open and the whole body is flexible, agile and fluid, yet stable and well grounded.
- Yin:** The receptive/gentle (female) principle in Chinese philosophy. Earth, moon, water, wind and lake are "yin."
- Yang:** The creative/active (male) principle in Chinese philosophy. Heaven, sun, fire, thunder, mountain are "yang."



INTRODUCTION TO CHI KUNG (QI GONG)

Chi Kung is a sequence of movements that originated in China long before written history. It was widely practiced during the Chou Dynasty, 1122 – 255 B.C. Its function was to promote the flow of Chi or “vital life energy” throughout the body. According to myth and legend, the practice of Chi Kung aided the primitive Chinese people in preventing illness, enduring extreme hardship, and speeding recovery from injury or illness. Chi Kung is practiced today as a healing art to promote health, healing, balance, energy, awareness, and relaxation.

Chi (or Qi) literally means: breath, health, air and weather. Chi also means constitution or life-giving force. You can't see chi, but in Chinese theory it is usually understood as the vital energy of the body.

Kung (or Gong) means to nurture, cultivate or engage in. Kung means to practice, train, enhance and refine; it also implies commitment and devotion. In Chinese literature, Kung means merit, achievement, and good results. While Chi represents the “internal” energy of the body, Kung is the external practice of the art that you can see with the movements of the hands, body, and feet. Following are basic principles of Chi Kung practice:

- Start from stillness — the intention is to still the mind while promoting the flow of Chi throughout the body.
- Try to maintain an alert, focused, but calm state. Chi Kung is mindfulness in motion: movement within stillness; stillness within movement.
- Movements are performed slowly, in a relaxed manner. Focus on softness, continuity, and awareness of the breath.
- As much as possible maintain an attitude of “non-striving:” Not striving to achieve a certain movement or range of motion; rather to be present in the movement without strain, pain or tension.
- Practice chi kung and movements equally on both sides of the body.
- According to Chinese philosophy, balancing Yin and Yang, rest and motion, strength and softness, is the way of nature and health.
- Cultivate an attitude of acceptance of the present moment. Thich Nhat Hahn, a modern day Vietnamese teacher, suggests we practice “internal smiling” to help develop internal calm and acceptance of what is.

- Preparation for Daily Practice: Try to identify a consistent time and quiet environment where you will not be disturbed. Begin in Basic Posture with centering and awareness of breath.





GENTLE STRETCHING GUIDELINES*

Gentle daily stretching promotes relaxation, improves flexibility, and enhances your overall sense of well-being.

The following are a series of exercises adapted from Tai Chi to “warm up” and relax major joints and surrounding muscles. All of the movements should be performed slowly with attention to your breath. Stretch only to the point of gentle resistance, not pain. Listen to your body.

Guidelines for Safe Stretching:

1. Begin and end exercise sessions in basic posture with several deep breaths.
2. Start very slowly and gently. Move twice as slow as you think you should.
3. Stretch to the point of gentle resistance, not pain. The object of stretching is to warm your body and relax it. This is not a competition with yourself or anyone else.
4. Learn to discriminate between pain and the slight discomfort of a “good” stretch or a new, unfamiliar movement. If you have real pain, either during or after an exercise, modify the movement or number of repetitions so it doesn’t cause you discomfort.
5. Never be afraid or embarrassed to stop doing an exercise if you feel uncomfortable. (Only you know your body.)
6. Be sure to exercise both sides of your body equally. If you have pain or limited range of motion on one side, do what you can.
7. Keep breathing during the stretches.
8. Avoid exercise entirely right after acute injury.
9. Stretching should be done daily. In addition, strengthening and aerobic exercise, at least three times a week, can help improve your general health and energy.
10. Consult your physician or physical therapist if you have questions regarding strengthening or aerobic activity and how to proceed.

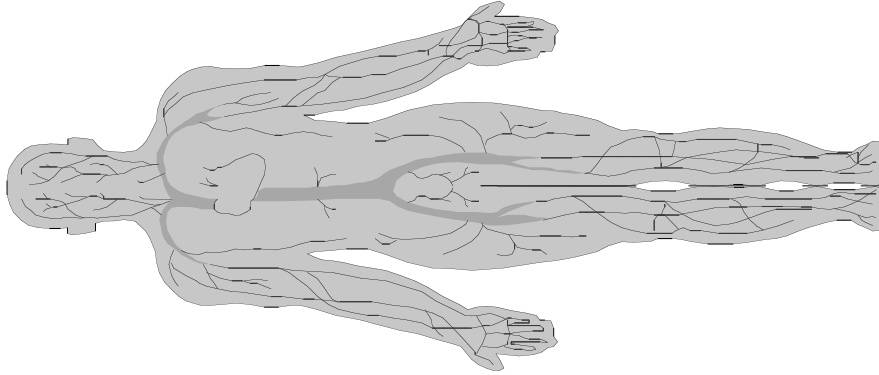


THE FIGHT-OR-FLIGHT RESPONSE

Stress Response

(Sympathetic Nervous System)

- ↑ Heart Rate
- ↑ Pulse
- ↓ Blood Vessel Size
- ↑ Blood Pressure
- ↑ Shallow/Chest Breathing
- ↓ Digestive Action
- ↑ Muscle Contraction/Tension
- ↓ Skin Temperature



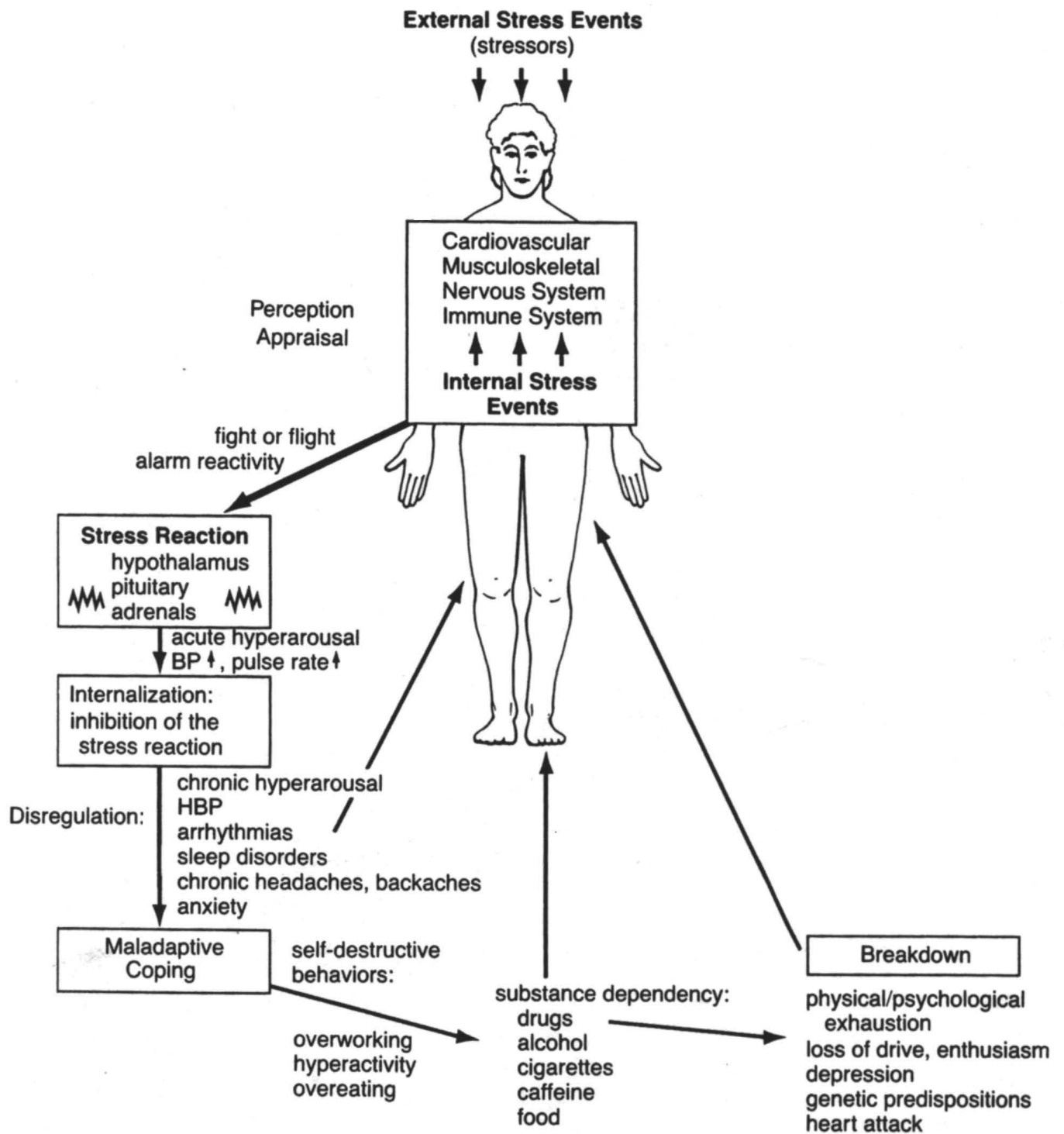
Relaxation Response

(Parasympathetic Nervous System)

- ↓ Heart Rate
- ↓ Pulse
- ↑ Blood Vessel Size
- ↓ Blood Pressure
- ↑ Deep/Abdominal Breathing
- ↑ Digestive Action
- ↓ Muscle Contraction/Tension
- ↑ Skin Temperature

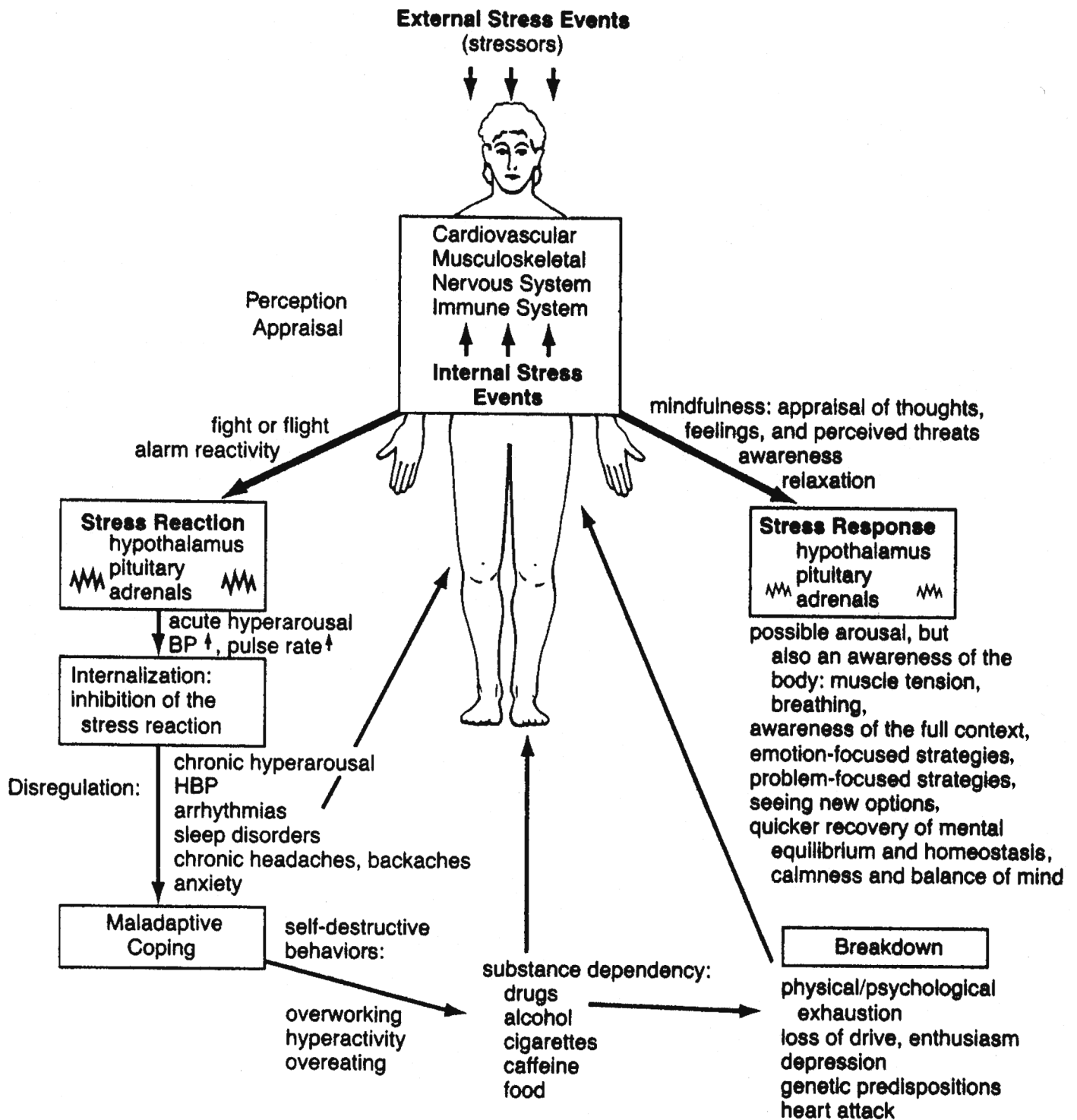


THE STRESS-REACTION CYCLE





COPING WITH STRESS: RESPONDING VS. REACTING





WHAT ARE THINKING DISTORTIONS?

Very quick, automatic patterns of thinking that you have about yourself, others, or life in general.

What are they like?

- Negative
 - Judgmental
 - Exaggerated
 - Inflexible or rigid
 - Usually very convincing
-

What do they do?

- Distort reality.
 - Contribute to feelings of anxiety, stress, depression, anger, helplessness, distrust, hopelessness, or fear.
-

What is needed to change thinking distortions?

- Develop skills for becoming aware of automatic thought patterns that fuel distress.
 - Learn to release yourself from mindless, ruminative thinking.
-

How can mindfulness practice help?

- Shift your attention to observation — just observation.
 - Observe your breath for 6 breaths.
 - Observe your mood or feeling.
 - Observe your thoughts.
 - Notice if you can choose between fueling your distress with more habitual thinking or bringing a sense of kindness and compassion to what you are observing, and engaging in another activity as needed.
-

Other terms for Thinking Distortions:

- *Irrational Thoughts* — Albert Ellis, PhD
 - *Automatic or Dysfunctional Thoughts* — Aaron Beck, MD
 - *Cognitive Distortions* — David Burns, MD
 - *Pessimistic Self-Talk* — David Sobel, MD
-



THINKING DISTORTIONS

This is a list of some of the more common kinds of unhelpful thinking patterns. Remember that everyone uses these some of the time. Many of them are similar to each other. It's more important to be able to "spot" them in your thinking than to distinguish them from one another.

- 1. Overgeneralization** You believe that because you've had one bad experience, the bad experience will always repeat itself in similar situations. Words like never, always, all, every, none, nobody, everyone are tip-offs.
Example: "Nobody has anxiety like me." "These skills will never work for me." "I'll always be this awkward and anxious." "I'm afraid to leave the house so I'll probably never be able to attend my daughter's wedding."
- 2. Either/Or Thinking** (Also known as Polarized Thinking). Believing situations are either wonderful or terrible. You are either perfect or worthless.
Example: "Either I'm anxiety-free or I'm unable to function." "If I can't get totally over my anxiety, then I've wasted this class."
- 3. Rejecting the Positive** You focus on the negative and find reasons to devalue positive experiences or compliments.
Example: "Yeah, I got through it, but look how anxious I was." "I've made progress despite my anxiety, but what's the big deal? Anyone could have done that."
- 4. Focusing on the Negative** Selectively paying attention to the negative in a situation and disregarding the positive.
Example: "I can't concentrate as well when I'm anxious." "My voice and hands shake when I speak." "I'm still anxious some times." "Even though I made it through the flight, I still had a lot of fear so I'm obviously not getting better."
- 5. Thinking Feelings are Facts** You believe that what you feel about life, situations, and people must be true.
Example: "I feel so inferior. I must not be as good as others." "I feel hopeless. My anxiety will never get better." "I feel in danger so I must really be in danger."
- 6. Expecting Perfection** Making inflexible demands of yourself or others about how you "should" / "must" / "ought to" act. There is no allowance for variations in situations or changing conditions.
Example: "I can't trust myself. I need to check and recheck my work in case I make a mistake." "I shouldn't feel anxious about this or to this degree." "I ought to be able to do this without anxiety."
- 7. Name-calling** Labeling yourself or others with a negative name or stereotype.
Example: "I'm a loser." "I'm like a frightened child." "I must be going crazy." "Only babies are afraid of spiders – therefore I am a baby."
- 8. Feeling Controlled** Believing that you can't influence the most important things in your life. This belief can lead to blaming situations or others for your unhappiness.
Example: "My anxiety just gets triggered and I have no control over it." "What happened to me caused my anxiety and now there's nothing I can do to make it better."



THINKING DISTORTIONS

CONTINUED

9. **Feeling All-responsible** Believing you have control and responsibility for everything and everybody. You must fill every need and comfort every hurt; if you don't, you feel guilty. This thinking results in blaming yourself.
Example: "If only I did the right thing, I would never, ever feel anxious or worried about anything." "When I have more anxiety than is needed, it's completely my fault and my choice. No other factor plays a role."
10. **Hoping for Heaven's Reward** Expecting that personal sacrifice and self-denial will "pay off" in appreciation or returned favors. When this doesn't work, you feel resentful, hurt, or disappointed.
Example: "I confronted a fearful situation and I'm not anxiety-free. That's not fair." "My family doesn't appreciate how much progress I've made."
11. **Comparing Worth** Thinking you are not good enough unless you are "as good as" someone else in all areas.
Example: "My spouse doesn't get anxious like this. What's wrong with me?"
"Why can't I just be like _____?" "Everybody else is less anxious than me."
12. **Always Expecting Disaster** You notice or hear about a problem or situation and anticipate the worst possible outcome.
Example: "Anxiety is terrible, intolerable. I can't live if I have to cope with anxiety!" "If I get anxious, it will be a disaster!" "Something horrible will happen at any time and the only way to be prepared is to always expect the worst."
13. **Predicting the Future** You make a negative prediction about how something will turn out or how someone will act.
Example: "I'll always be this anxious no matter what I do." "I'll never get better." "I won't be able to do this." "This class won't help." "Others will reject me." "I'll fail miserably." "If I drive down or even think about the street where I had my accident, I'll probably have a nervous breakdown."
14. **Believing You Can Read Minds** Thinking you know what someone else is thinking or feeling without checking it out.
Example: You decide not to ask a friend for help because s/he will say no anyway. You see a friend at the supermarket and she doesn't say hello, so you decide she doesn't like you. "They all know I'm anxious." "They're thinking something's wrong with me." "They think I'm weak or crazy or weird."



This section is based on the ideas of several writers. Albert Ellis, PhD, originated a list of Irrational Thoughts including catastrophizing and shoulds. Aaron Beck, MD, originated the concept of automatic thoughts, the term "distortions," the idea of core beliefs, and the practice of recording thoughts, distortions, and moods. David Burns, MD, wrote *Feeling Good*, a useful application of Beck's theories. Other authors have expanded on these concepts. The class reference list identifies books that provide more information on these ideas.



IDENTIFYING THINKING DISTORTIONS

Which common Thinking Distortions can you identify in the statements below?

Common Thinking Distortions

- | | |
|-------------------------------------|----------------------------------|
| 1. Overgeneralization | 8. Feeling Controlled |
| 2. Either/Or Thinking | 9. Feeling All-responsible |
| 3. Rejecting the Positive | 10. Hoping for Heaven's Reward |
| 4. Focusing on the Negative | 11. Comparing Worth |
| 5. Thinking Feelings are Facts | 12. Expecting Disaster |
| 6. Expecting Perfection ("Shoulds") | 13. Predicting the Future |
| 7. Name-calling | 14. Believing You Can Read Minds |

- a: My back hurts so bad this morning; I'll never get anything done. I don't know why I even try.
- b: I've been looking forward to my sister Angela visiting all week, and now she called and cancelled. My family is just too busy to care about me.
- c: It's been so lonely since Mary left. I'll never feel happy again.
- d: I've worked overtime all week to get this report in on time, and this is the thanks I get!!
- e: I'm sorry you didn't enjoy dinner. I should have remembered you don't like noisy places.
- f: My son's teacher called again today. If I were a better parent he wouldn't be having all of these problems.
- g: It looks like our weekend plans are ruined. After all my planning for the family reunion picnic, the rain will mess up everything.
- h: John is so disappointed that he didn't get selected for the soccer team. I should have practiced with him and encouraged him more...



FEELING WORDS



Words of *Happiness*: I feel...

Excited	Cheerful	Content	Restored
Touched	Joyful	Relieved	Optimistic
Pleased	Complete	Comfortable	Satisfied
Lucky	Lighthearted	Delighted	Hopeful



Words of *Unhappiness*: I feel ...

Sad	Lost	Tearful	Tired
Disappointed	Abandoned	Bitter	Bored
Pessimistic	Crushed	Hopeless	Worn-out
Regretful	Rejected	Miserable	Helpless
Hurt	Burdened	Lonely	Exhausted
Wounded	Guilty	Depressed	Negative



Words of *Anger*: I feel ...

Provoked	Annoyed	Vengeful	Aggressive
Exasperated	Impatient	Irritable	Enraged
Insulted	Frustrated	Mad	Disgusted



Words of *Anxiety*: I feel ...

Cautious	Worried	Afraid	Caught
Hesitant	Embarrassed	Distrustful	Threatened
Self-conscious	Suspicious	Rushed	Anxious



Other *assorted feelings*: I feel...

Confident	Curious	Envious	Obstinate
Interested	Apologetic	Determined	Rejected
Mischievous	Puzzled	Ignored	Misled
Skeptical	Disconnected	Disheartened	Humiliated





EMPATHETIC LISTENING

Empathy is a respectful understanding of what others are experiencing. The Chinese philosopher Chuang Tzu said that true empathy requires listening with the whole being:

“The hearing that is only in the ears is one thing. The hearing of the understanding is another. But the hearing of the spirit is not limited to any one faculty, to the ear, or to the mind it demands the emptiness of all the faculties. And when the faculties are empty, then the whole being listens. There is then a direct grasp of what is right there before you that can never be heard with the ear or understood with the mind.”

In relating to others, empathy occurs only when we have successfully shed all preconceived ideas and judgments about them. The Austrian born Israeli philosopher Martin Buber describes this quality of presence which life demands of us: “In spite of all similarities, every living situation has, like a newborn child, a new face, that has never been before and will never come again. It demands of you a reaction, which cannot be prepared beforehand. It demands nothing of what is past. It demands presence, responsibility; it demands you.”

The presence that empathy requires is not easy to maintain. “The capacity to give one’s attention to a sufferer is a very rare and difficult thing; it is almost a miracle,” asserts French writer Simone Weil... Instead of empathy, we tend instead to have a strong urge to give advice or reassurance and to explain our own position or feeling. Empathy, on the other hand, requires focusing full attention on the other person’s message. We give to others the time and space they need to express themselves fully and to feel understood. There is a Buddhist saying that aptly describes this ability: “Don’t just do something, stand there.”

From *Nonviolent Communication* by Marshall Rosenberg, copyright © 2000 by Marshall Rosenberg. Used by permission of PuddleDancer Press.





AWARENESS OF A DIFFICULT OR STRESSFUL COMMUNICATION CALENDAR

Instructions: For one week, be aware of one difficult or stressful communication each day while it is happening. Record the details of your experience on the calendar below.

<p>Has this issue been resolved yet? How might it be?</p>			
<p>How did you feel during and after this time?</p>			
<p>What did the other person(s) want? What did (s)he actually get?</p>			
<p>What did you really want from the person or situation? What did you actually get?</p>			
<p>How did the difficulty come about?</p>			
<p>Describe the communication. With whom? What was the subject?</p>			
<p>MONDAY</p>		<p>TUESDAY</p>	<p>WEDNESDAY</p>



AWARENESS OF A DIFFICULT OR STRESSFUL COMMUNICATION CALENDAR

CONTINUED

<p>Has this issue been resolved yet? How might it be?</p>				
<p>How did you feel during and after this time?</p>				
<p>What did the other person(s) want? What did (s)he actually get?</p>				
<p>What did you really want from the person or situation? What did you actually get?</p>				
<p>How did the difficulty come about?</p>				
<p>Describe the communication. With whom? What was the subject?</p>				
	<p>THURDAY</p>	<p>FRIDAY</p>	<p>SATURDAY</p>	<p>SUNDAY</p>



COMMUNICATION STYLES

	BELIEF	STRATEGY	FREQUENT FEELINGS
PASSIVE	<p>You matter.</p> <p>I don't.</p>	<p>I must give in if there's any conflict between my needs and yours.</p>	<p>I often feel helpless, resentful, unappreciated, worthless.</p>
ASSERTIVE	<p>My needs/opinions matter and so do yours.</p>	<p>I speak for my needs.</p> <p>I will listen to yours.</p> <p>We can negotiate something that works for both of us.</p>	<p>I often feel self respect, confident, caring, helpful.</p>
AGGRESSIVE	<p>I matter.</p> <p>You don't.</p>	<p>I attack to win at all costs.</p> <p>I will meet my needs/ express my opinions without regard to you.</p>	<p>I often feel angry, impatient, rushed.</p>



“I” STATEMENTS

Key Points

- 1 Plan ahead when you want to bring up an issue, by thinking out your own ideas and setting a time to talk with the other person.
 - 2 Start with an attitude of respect shown in your tone of voice and body language.
 - 3 Describe the issue in factual, neutral, unexaggerated language, using only the **present** or **most recent** example.
 - 4 Focus on your **feelings** rather than blaming, judging or interpreting the other person. This fosters communication because the other person won't need to defend her/himself.
 - 5 Tell how what you think about the situation (your opinion or interpretation) leads to how you feel.
 - 6 Describe how the situation affects you (the consequence).
 - 7 Suggest a specific solution stated in a positive way.
 - 8 Pitfalls: Reporting anger when you actually having more vulnerable feelings
Expressing an opinion instead of a feeling
Forgetting to be specific and positive
 - 9 Discuss and come up with alternative solutions as needed.
-

Sample “I” Statements

- **When ...** (describe situation, “just the facts”)
- **I feel ...** (emotion named in one word)
- **Because ...** (express your opinion or perspective that links the situation with your feeling OR describe the effect/consequence the situation causes for you)

- I {
 - need ...
 - want ...
 - wish ...
 - would like ...(state your specific, positive solution)

Example: **When** you get home from work two hours later than you said,
I feel anxious and worried,
because I think you've been in an accident.
I would like you to call me when you know you'll be late.



TEAMWORK EXERCISE: WORKING WITH “I” STATEMENTS

CONTINUED

Scenario (Holiday Plans): Partner A agreed to an invitation to her/his parents' home without checking with Partner B. Partner B is upset.

Working together with your small group, write an “I” statement for Partner B. Use the format suggested in class.

1

When _____

I feel _____

Because _____

And I want/would like _____

2

When _____

I feel _____

Because _____

And I want/would like _____



FOOD & MOODS



Moods can affect your eating habits. When under stress, many people — intentionally or unintentionally react by:

- Overeating
- Smoking more cigarettes
- Skipping Meals
- Drinking more alcohol
- Drinking too much caffeine
- Eating quickly, “on the run”
- Resorting to “junk” and “empty-calorie” foods



To add to the problem, this occurs at a time when your body needs to call on additional, not depleted, resources. The following are suggestions to help balance your diet and moods:

1. Don't skip meals. Even a small amount of nourishing food for breakfast can give you a better start on your day.
2. Take a moment before eating to relax and breathe deeply.
3. Eat slowly and chew well; not while you are standing, on the run, or in the car.
4. Enjoy a variety of foods. Include vegetables and fruits, whole grains, nuts, seeds, beans, and dairy products in your diet.
5. Eat a number of small meals throughout the day. Eat in response to hunger, rather than when you are depressed, bored, tired, anxious, angry, or to distract yourself from pain.
6. Relax a while after eating; then do some light exercise like walking to help digest and circulate the nutrients.
7. These foods can contribute to feelings of depression and stress. Use them in moderation.
 - a. **Sugar:** especially refined sugar, corn syrup, soft drinks, cookies, cake pies and chocolate. Simple sugars are absorbed directly into the blood and cause the glucose level to rise rapidly, then fall rapidly a short time later.
 - b. **Caffeine:** including coffee, black tea, chocolate, and some soft drinks. Caffeine is a stimulant that increases muscle tension and blood pressure. Large amounts can mimic the fight or flight response causing symptoms such as anxiety, restlessness, irritability, sleep disruptions, heart palpitations, and digestive problems.





FOOD & MOODS

CONTINUED



- c. **Nicotine:** acts both as a stimulant and tranquilizer, but both effects are short-lived, leaving the user more depressed and/or anxious than before smoking.
- d. **Alcohol:** high in calories and without nutritional value. Actually a depressant, it may contribute to depressed mood and sleep difficulties. If used within 2 hours of bedtime it can disrupt sleep by decreasing deep sleep and dream stages. (Moderate use is viewed as one to two drinks per week and no more than one per day.)



- 8. When you can't eat a variety of foods daily, you may benefit from taking vitamin and mineral supplements. B and C vitamins are thought to be especially helpful during times of stress.
- 9. Read ingredient labels for additions such as salt, sugar and artificial flavorings, stabilizers and preservatives. In general, the more processed and chemically treated the food, the less nutritional value it holds. Use fresh, seasonal foods instead.



- Become aware of the many other ways you “nourish” yourself. Develop habits of choosing what you take in:

TV, listening to music, or reading: Does the media you expose yourself to enhance or deplete your mood and feelings about yourself, others and the world?

Social contacts: Are you involved in relationships which nurture and support you? Although we all need to cope with difficult people or situations at times, do you find yourself giving more of your attention and energy to the “negative” people in your life?

Your environment: Are you taking time for solitude? —time away from the daily influx of noise, traffic, appointments and errands — time to take in the sounds, smells and beauty of the natural world.



- Start with small, gradual changes. Give your body, mind and lifestyle time to adjust. Small steps increase the likelihood of success. Success builds on success. Small, realistic goals may help you to eliminate the cycle of guilt or self-blame and its associated stress when your latest “New Year’s Resolution” is unsuccessful. If you make choices that are not consistent with your goals, simply return to healthier choices as soon as possible.



FUTURE READINGS

1. Beck, Charlotte. *Everyday Zen*. 1989
2. Chah, Ajahn. *Food for the Heart: Collected Teachings for Ajahn Chah*. 2002
3. Casarjian, Robin. *Forgiveness: A Bold Choice for a Peaceful Heart*. 1992
4. Chodron, Pema. *Start Where You Are*. 1994
5. Chodron, Pema. *When Things Fall Apart*. 1997
6. The Dalai Lama. *The Art of Happiness: A Handbook for Living*. 1998
7. Gunaratana Mahathera, Ven. Henepola. *Mindfulness in Plain English*. 1991
8. Goldstein, Joseph. *The Practice of Freedom*. 1993
9. Goldstein, Joseph and Kornfield, Jack.
Seeking the Heart of Wisdom: The Path of Insight Meditation. 1976
10. Hanh, Thich Nat. *The Miracle of Mindfulness*. 1987
11. Hanh, Thich Nat.
Peace Is in Every Step: The Path of Mindfulness in Everyday Life. 1987
12. Hanh, Thich Nat. *The Sun, My Heart*. 1988
13. Kabat-Zinn, Jon.
Wherever You Go, There You Are: Mindfulness in Everyday Life. 1993
14. Kabat-Zinn, Jon. *Everyday Blessing: The Inner Work of Mindful Parenting*. 1998
15. Kornfield, Jack.
A Path with Heart: A Guide through the Perils and Promises of Spiritual Life. 1993
16. Kornfield, Jack. *After the ecstasy, the laundry*. 2001.
17. Levine, Stephen. *A Gradual Awakening*. 1979
18. Roshi, Suzuki. *Zen Mind, Beginner's Mind*. 1970
19. Salzberg, Sharon. *Faith: Trusting your Deepest Experience*. 2002
20. Santorelli, Saki. *Heal Thyself*. 2000



RECOMMENDED RESOURCES FOR MINDFULNESS TRAINING

Community Resources

Check your local telephone directory under Yoga and with your local health clubs and community college.

Kaiser Permanente Resources

Many facilities offer yoga classes. Check with your local Health Education Department or log on to **members.kp.org**.

MEDITATION GROUPS

Spirit Rock Meditation Center

Insight Meditation Center West

5000 Sir Francis Drake Blvd.

Woodacre, CA 94973

<http://www.spiritrock.org/community>

415-488-0164 (ext 302 to be placed on mailing list)

Spirit Rock offers Monday night meditation classes, talks and discussion. One day weekend retreats and residential retreats are also available. The newsletter lists additional meditation groups in the surrounding area.

MEDITATION NEWSLETTERS

Mindfulness Bell

The Community for Mindful Living

PO Box 7355

Berkeley, CA 94707

<http://www.mindfulnessbell.org>

to order online or mailed newsletter:

<http://www.mindfulnessbell.org/subscribe.php>

Science for the Greater Good: The Science of a Meaningful Life

<http://www.greatergood.berkeley.edu>

Mindful (Magazine)

<http://www.mindful.org/mindful-magazine.com>

The Inquiring Mind

PO Box 9999

North Berkeley Station

Berkeley, CA 94709

<http://www.inquiringmind.com>

Spirit Rock Newsletter

Spirit Rock Meditation Center

Insight Meditation Center West

PO Box 909

Woodacre, CA 94973

415-488-0164 (ext 302 to be placed on mailing list)

<http://www.spiritrock.org>



RECOMMENDED RESOURCES FOR MINDFULNESS TRAINING

CONTINUED

MEDITATION TAPES AND BOOKS

Kaiser Permanente

Health Education Center

Check the Health Education Center
at your local facility.

Parallax Press

PO Box 7355

Berkeley, CA 94707

510-525-0101

1-800-863-5290

www.parallax.org

Buddhanet

Many good books on the website:

http://www.buddhanet.net/ebooks_m.htm

Mindfulness for Beginners

Jon Kabat-Zinn

Mindfulness in Plain English

Ven. Bhante Henepola Gunaratana

<http://www.urbandharma.org/udharma4/mpe9.html>

The Miracle of Mindfulness

Thich Nat Hanh

<https://archive.org/details/themiracleofmindfulness/anintroductiontothepracticeofmeditation>

Mindsight, Daniel Siegal

True Refuge, Tara Brach

Awakening Joy, James Baraz

Dharma Seed Tape Library, Dharmaseed.org

Free talks and meditations by Leading Vipassana Teachers.



RECOMMENDED RESOURCES FOR MINDFULNESS TRAINING

CONTINUED

OTHER SUGGESTED RESOURCES

(call for program information)

Shambhala Training Meditation Centers

415-796-2507 (San Francisco)

510-841-3242 (Berkeley)

San Francisco Zen Center

300 Page St.

415-863-3136

Spirit Rock Meditation Center

Woodacre, Marin County

415-488-0164

Green Gulch Zen Center

Sausalito, Marin County

415-383-3134

Sonoma Mountain Zen Center

Sonoma Mountain Road

707-545-8105



AWARENESS OF PLEASANT EVENTS CALENDAR

Instructions: For one week, be aware of one pleasant event or occurrence each day *while it is happening*. At a later time, on a calendar such as the one provided here, record in detail what it was and your experience of it.

<p>What thoughts are in your mind now as you write this down?</p>			
<p>What moods, feelings, and thoughts accompanied this event at the time?</p>			
<p>How did your body feel, in detail, during this experience? Describe the sensations you felt.</p>			
<p>Were you aware of the pleasant feelings while the event was happening?</p>			
<p>What was the experience?</p>			
	<p>MONDAY</p>	<p>TUESDAY</p>	<p>WEDNESDAY</p>



AWARENESS OF PLEASANT EVENTS CALENDAR

CONTINUED

What thoughts are in your mind now as you write this down?				
What moods, feelings, and thoughts accompanied this event at the time?				
How did your body feel, in detail, during this experience? Describe the sensations you felt.				
Were you aware of the pleasant feelings while the event was happening?				
What was the experience?				
	THURSDAY	FRIDAY	SATURDAY	SUNDAY



AWARENESS OF UNPLEASANT EVENTS CALENDAR

Instructions: For one week, be aware of one unpleasant event or occurrence each day *while it is happening*. At a later time, on a calendar such as the one provided here, record in detail what it was and your experience of it.

<p>What thoughts are in your mind now as you write this down?</p>			
<p>What moods, feelings, and thoughts accompanied this event at the time?</p>			
<p>How did your body feel, in detail, during this experience? Describe the sensations you felt.</p>			
<p>Were you aware of the pleasant feelings while the event was happening?</p>			
<p>What was the experience?</p>			
	<p>MONDAY</p>	<p>TUESDAY</p>	<p>WEDNESDAY</p>



AWARENESS OF UNPLEASANT EVENTS CALENDAR

CONTINUED

What thoughts are in your mind now as you write this down?				
What moods, feelings, and thoughts accompanied this event at the time?				
How did your body feel, in detail, during this experience? Describe the sensations you felt.				
Were you aware of the pleasant feelings while the event was happening?				
What was the experience?				
	THURSDAY	FRIDAY	SATURDAY	SUNDAY



*Kaiser Permanente does not endorse the medications or products mentioned.
Any trade names listed are for easy identification only.*

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