



RESET & RETURN

A quick guide for stress, burnout prevention, purpose, and sustainable work

A pause is not a failure to cope. It is an early intervention that helps you notice strain, reconnect with what matters, and choose a better next step before adding more effort.

1 NOTICE WHEN YOU NEED A PAUSE

EARLY SIGNALS

- Tension, headaches, fatigue, stomach upset, shallow breathing
- Irritability, numbness, dread, resentment, or tearfulness
- Racing thoughts, indecision, cynicism, or more mistakes

FUNCTIONAL CHANGES

- Skipping food, movement, sleep, or medication
- Withdrawing, overworking, procrastinating, or snapping
- Work follows you home and recovery no longer restores you

2 USE THE THREE-MINUTE RESET

NOTICE - 30 sec - Name what is happening and rate strain 0-10.

SETTLE - 60 sec - Feet down; inhale gently for 4 and exhale for 6.

SORT - 45 sec - What is fact? What is urgent, optional, shareable, or able to wait?

SELECT - 45 sec - Choose water, food, movement, one task, help, a boundary, or five minutes of quiet.

"I do not need to solve everything. Right now, I will _____."

3 RECLAIM THE WHY AND USE FRUSTRATION CONSTRUCTIVELY

WHY LADDER

- What action am I taking?
- Who or what does it help?
- What value does it express: respect, service, stability, growth, integrity, or care?
- What one visible action honours that value today?

IT WOULD BE BETTER IF...

- State the friction using observable facts
- Describe the specific better outcome
- Name what you can influence
- Make one request or test one small experiment

4 BE BETTER SUSTAINABLY - AND REMEMBER THE LIFE AROUND WORK

BEHAVIOUR

Choose one: helpful, prepared, clear, respectful, teachable, or boundaried.

ENOUGH

Define what "enough" looks like today. Help with capacity - not guilt or rescue.

LIFE

Name one person, goal, home, choice, experience, or future plan that work helps support.

"Work is one way I support my life. It is not the whole measure of my life."

MY FIRST PAUSE SIGNAL

MY NEXT SMALL STEP OR BOUNDARY

EDUCATIONAL USE & SELECTED EVIDENCE-INFORMED SOURCES

1. World Health Organization. Doing What Matters in Times of Stress: An Illustrated Guide. 2020.
2. World Health Organization. Guidelines on Mental Health at Work. 2022.
3. World Health Organization. Psychological Self-Help Interventions. 2026.

IMPORTANT: General educational resource only. It does not provide diagnosis, individualized nursing care, psychotherapy, medical advice, or emergency care. Use is optional and does not create a nurse-client relationship. Seek qualified professional or emergency support when safety, health, sleep, or daily functioning is significantly affected.