# **QUICK REFERENCE GUIDE:**

# Assisting students in distress

#### **CAMPUS RESOURCES**

Campus Security and Personal Safety Coordinators

250-721-7599 | uvic.ca/security

Office of Student Life

250-472-5617 | uvic.ca/studentlife

**International Student Services** 

250-721-6361 | uvic.ca/international

Centre for Accessible Learning

250-472-4947 | <u>uvic.ca/cal</u>

Office of Indigenous Academic & Community Engagement

250-472-4913 | <u>uvic.ca/services/indigenous</u>

**Residence Services** 

250-721-8395 | <u>uvic.ca/residence</u>

Student Awards and Financial Aid

250-721-8121 | uvic.ca/safa

**UVic Student Wellness Centre** 

Counselling | Health: 250-721-8563

Multifaith: 250-721-8338

uvic.ca/student-wellness-centre

Sexualized Violence Resource Office

250-721-8021 | <u>uvic.ca/svp</u>

**Equity and Human Rights** 

250-721-8488 | <u>uvic.ca/eghr</u>

Office of the Ombudsperson

250-721-8357 uvicombudsperson.ca

Anti-Violence Project

250-721-8080 | antiviolenceproject.org

Peer Support Centre (UVSS)

uvss.ca/peer-support-centre



# Identify, respond, refer

#### Where do I start?

As a faculty or staff member you may be the first person to see the signs that a student is in distress or they may have come to you for help. You are a vital link to connect students with resources. Begin by recognizing signs that a student may be in distress.

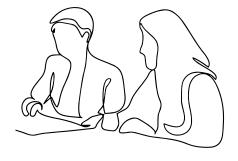
#### Possible signs of student distress

- significant changes in behaviour and performance (e.g. uncharacteristically poor academic performance, temperament changes, agitation, confusion, outbursts, changes in physical appearance)
- isolation or social withdrawal (e.g., previously involved student stops attending classes)
- signs of excessive substance use
- creation or distribution of concerning communications (e.g., social media, emails or assignments containing harassing or threatening language)
- expressed feelings of hopelessness or despair or behaviours that indicate a likelihood of harm to self or others (e.g. suicidal thoughts, verbal, written or creative work that includes plans to harm self and/or others)
- preoccupation with/or expressions of violence, or persons who have engaged in violent acts or with weapons

When dealing with a student potentially in distress, always take the time to carefully observe, reflect and identify whether you think there is reason for concern, and respond with calm. The most important information we can convey to a student is that we care and they matter.

#### Steps to take:

- 1. Speak with the student directly and in a comfortable, safe setting. Maintain clear professional boundaries.
- 2.Be specific about the behaviour you have observed, and don't be afraid to express concern. Use objective, nonjudgmental language.
- 3. Stay calm and listen carefully. Acknowledge how the student is feeling and let them know you want to help. Take their concerns seriously.
- 4. Make a referral—let them know about supports on and off campus and that seeking help is a sign of strength and courage.
- 5. If something still doesn't "feel right" consult with your Supervisor/Chair/ Dean, Student Wellness Centre, Campus Security or campus resources. It's better to ask than not.
- 6. Know your limits and take care of yourself. Don't feel it's your responsibility to solve the student's problem on your own. Ask for help.



# **Connecting students to resources**

Uncharacteristic or significant changes in student's behaviour

Student's behaviour indicates significant distress or that they may have experienced a traumatic event (e.g. sexualized or physical violence, accident, loss)

Student's behaviour is dangerous, threatening or violent (imminent risk to self or others)

GATHER
INFORMATION
AND SEEK ADVICE

TIMELY CONSULTATION AND REFERRAL REQUIRED

IMMEDIATELY REPORT





Consult with On-Campus Resources

Dean, Chair or Supervisor St

Campus Security 250-721-7599

Sexualized Violence

Resource Office

250-721-8021

Student Wellness Centre

Faculty/Staff Consultation line

250-721-7909

Office of Student Life

250-472-5605

Centre for Accessible Learning

250-472-4947

In cases of sexualized violence, please refer to the Sexualized Violence Ouick Reference Guide.

9-1-1 CAMPUS SECURITY 250-721-7599

# **After hours**

- Emergency Services 9-1-1
- Campus Security 250-721-7599
- **SupportConnect** 1-844-773-1427

- Vancouver Island Crisis Line 1-888-494-3888
- **HealthLinkBC** 8-1-1 (Non-Emergency)



# SUPPORT CONNECT

MENTAL HEALTH SUPPORT. ANYTIME. ANYWHERE.

UVic's SupportConnect is a 24/7 service to support students' mental, emotional, physical, and financial health—from referrals to face-to-face (where available), phone, video or online counselling.

After hours or anytime, faculty and staff can consult with SupportConnect about how to support students who may potentially be in distress.

1-844-773-1427 (toll free) | uvic.ca/supportconnect

# Support is available for faculty and staff

In addition to providing direct services to students, Student Wellness Centre professional staff are available during business hours to consult with faculty and staff regarding student wellbeing concerns.

Our Faculty/Staff Consultation line is 250-721-7909.

Learn more about the Student Wellness Centre at <u>uvic.ca/student-wellness-centre</u>.

As a faculty or staff member, helping a student in distress can affect your personal well-being. It may be important to debrief with supervisors or colleagues or to contact the Employee and Family Assistance Program (1-844-880-9142), which offers confidential counselling and other support services for faculty and staff.

#### **FOR ILLNESS OR INJURY**

Emergency Medical Situations: 9-1-1 Campus Security: 250-721-7599

#### IF YOU FEEL UNSAFE

Call 9-1-1 OR 250-721-7599 (Campus Security and Personal Safety)



# Getting extra help for all (undergraduate students, graduate students, Teaching Assistants)

University can be difficult and stressful in many ways. As a student and/or Teaching Assistant (TA) there is a diversity resources available to support you and to help you succeed at UVic. Below is a list of some resources that you may find useful.

Please note that this list is not exhaustive but is meant to provide you with a structure and quick reference for some common questions that might arise in your time as a TA.

| Problem, concern, or question | Available resources                           | Any other information              |
|-------------------------------|---|------------------------------------|
| International students        | Resource(s)                                   | Additional information             |
| What I have to do when I      | 1) Apply for Social Insurance                 | Contact the UVic OneCard           |
| enter to Canada?              | Number (SIN) in any Canada                    | Office at onecard@uvic.ca,         |
|                               | Service office or online (ensure on           | Monday-Friday 10AM-4PM             |
|                               | your visa it states that you can              | Pacific time                       |
|                               | work in Canada (at least on                   |                                    |
|                               | campus) otherwise you cannot                  | Connect with the                   |
|                               | request a SIN)                                | International Student              |
|                               | 2) Open a bank account                        | Services for any specific          |
|                               | 3) Register for MSP insurance                 | questions                          |
|                               | 4) Apply for BCID in any ICBC office          |                                    |
|                               | 5) Obtain your UVic OneCard from              |                                    |
|                               | Jamie Cassels Centre                          |                                    |
| How do you extend your study  | See <u>step-by-step instructions</u> , a list | There are free consultation        |
| permit?                       | of required documents, and other              | sessions with <u>International</u> |
| When should I apply?          | important information that will               | Student Services.                  |
|                               | help you complete your                        |                                    |
|                               | application.                                  |                                    |
|                               |   |                                    |
|                               | It is recommended that you apply 3            |                                    |
|                               | to 4 months before your current               |                                    |
|                               | study permit expires.                         |                                    |
| Where do I get information    | International Student Services has            | E-mail <u>issinfo@uvic.ca</u> for  |
| related to COVID-19?          | provided a list of COVID-19 tips and          | any questions you may have         |
|                               | <u>considerations</u> for international       | related to immigration             |
|                               | students.                                     | status, work authorization,        |
|                               |   | study permits, etc.                |



|                                |   | 1                                    |
|--------------------------------|---|--------------------------------------|
|                                | See the <u>International</u> section of |                                      |
|                                | the <u>UVic COVID-19 website</u> for    |                                      |
|                                | more information.                       |                                      |
| How do I contact International | International Advisors offer drop-in    | For support for International        |
| Student Advising?              | hours. For more information,            | students, see <u>International</u>   |
|                                | see International student advising.     | Student Services, or                 |
|                                |   | e-mail <u>issinfo@uvic.ca</u> .      |
| How can I connect with an      | Contact International Student           |                                      |
| English partner?               | Advising at issinfo@uvic.ca, or by      |                                      |
|                                | phone at <u>250-721-6361</u> .          |                                      |
| University Services            | Resource(s)                             | Additional information               |
| How do I drop or add a         | See Register for courses for video      |                                      |
| course?                        | instructions on how to add or drop      |                                      |
|                                | a course.                               |                                      |
| How do I make an               | UVic counselling is offering            | Visit <u>Youthspace.ca</u> for free, |
| appointment with a             | appointments. For more                  | confidential, anonymous              |
| counsellor?                    | information, see the <u>UVic</u>        | support via chat and text.           |
|                                | Counselling Services website.           |                                      |
|                                |   |                                      |
|                                | Additionally, the                       |                                      |
|                                | <u>Vancouver Island Crisis</u>          |                                      |
|                                | Society offers free, confidential,      |                                      |
|                                | anonymous support via their Crisis      |                                      |
|                                | Line: phone 1-888-494-                  |                                      |
|                                | 3888 available 24/7, or text 250-       |                                      |
|                                | 800-3806, available 6:00PM-             |                                      |
|                                | 10:00PM Pacific Time, 7 days a          |                                      |
|                                | week.                                   |                                      |
| How do I get financial help?   | See Student Awards and Financial        |                                      |
|                                | Aid for more information.               |                                      |
|                                |   |                                      |
| How do I request an Academic   | See Request for academic                |                                      |
| Concession?                    | concession for more information.        |                                      |
| Teaching Assistant (TA) role   | Resource(s)                             | Additional information               |
| support                        |   |                                      |
| I have a question about TA     | Most departments at UVic have an        |                                      |
| responsibilities.              | experienced TA in the department        |                                      |
|                                | to mentor new TAs ( <u>Teaching</u>     |                                      |
|                                | Assistant Consultants).                 |                                      |



|   | <u>Doing TA Work Online – self-paced</u>  |   |
|---|---|---|
|   | asynchronous course.  |   |
|   | TA supports available through the   |   |
|   | _   |   |
| Lwant to grow in my   | LTSI including a guide "Being a TA".  | Thorois an array of supports                            |
| I want to grow in my  | Register for different workshops offered at LTSI.   | There is an array of supports                           |
| professional development as a TA.   | offered at L131.  | available for TAs at UVic,<br>from webinars and courses |
| IA.   |   | on how to TA for online                                 |
|   |   | courses.  |
|   |   | courses.  |
|   |   | One-on-one consultations                                |
|   |   | with the TA Coordinator in                              |
|   |   | LTSI ( <u>Itsitac@uvic.ca</u> ).                        |
| How do I get help with  | Take a look at the <u>Teach</u>   | ,   |
| teaching online?  | Anywhere for resources and  |   |
|   | supports for instructors teaching   |   |
|   | online.   |   |
| Course and learning support   | Resource(s)   | Additional information                                  |
| I do not know where to start  | Check out <u>Learn Anywhere</u> which is  |   |
| with my question.   | a great portal for addressing   |   |
|   | student needs.  |   |
| How do I research information   | Take a look at the Research   |   |
| ao i rescaren illiorniacion   |   |   |
| for assignments with UVic   | Anywhere LibGuide.  |   |
| for assignments with UVic Libraries?  | Anywhere LibGuide.  |   |
| for assignments with UVic Libraries? What are the course add and  | Anywhere LibGuide.  Please see <u>Undergraduate</u>   | This should be checked each                             |
| for assignments with UVic Libraries?  | Anywhere LibGuide.  Please see <u>Undergraduate</u> registration dates & deadlines for  | This should be checked each term.                       |
| for assignments with UVic<br>Libraries?<br>What are the course add and<br>drop dates?   | Anywhere LibGuide.  Please see <u>Undergraduate</u> registration dates & deadlines for more information.  |   |
| for assignments with UVic Libraries? What are the course add and  | Anywhere LibGuide.  Please see <u>Undergraduate</u> registration dates & deadlines for more information. To connect with a Learning   |   |
| for assignments with UVic<br>Libraries?<br>What are the course add and<br>drop dates?   | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see   |   |
| for assignments with UVic Libraries? What are the course add and drop dates? How do I find a tutor?   | Anywhere LibGuide.  Please see <u>Undergraduate</u> registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the <u>Specialized Tutor program</u> .   | term.   |
| for assignments with UVic<br>Libraries?<br>What are the course add and<br>drop dates?   | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see   |   |
| for assignments with UVic Libraries? What are the course add and drop dates?  How do I find a tutor?  Technical support  Why is my NetLink ID not | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the Specialized Tutor program.  Resource(s)  For assistance with your NetLink   | term.   |
| for assignments with UVic Libraries? What are the course add and drop dates? How do I find a tutor?  Technical support                            | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the Specialized Tutor program.  Resource(s)  For assistance with your NetLink account, contact the Computer   | term.   |
| for assignments with UVic Libraries? What are the course add and drop dates?  How do I find a tutor?  Technical support  Why is my NetLink ID not | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the Specialized Tutor program.  Resource(s)  For assistance with your NetLink account, contact the Computer Help Desk by e-mail   | term.   |
| for assignments with UVic Libraries? What are the course add and drop dates?  How do I find a tutor?  Technical support  Why is my NetLink ID not | Anywhere LibGuide.  Please see <u>Undergraduate</u> registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the <u>Specialized Tutor program</u> .  Resource(s)  For assistance with your NetLink account, contact the Computer Help Desk by e-mail (helpdesk@uvic.ca) or phone 250- | term.   |
| for assignments with UVic Libraries? What are the course add and drop dates?  How do I find a tutor?  Technical support  Why is my NetLink ID not | Anywhere LibGuide.  Please see Undergraduate registration dates & deadlines for more information.  To connect with a Learning Assistance Program Tutor, see the Specialized Tutor program.  Resource(s)  For assistance with your NetLink account, contact the Computer Help Desk by e-mail   | term.   |



| How can I find my lost digital document?                                    | Do not try to open the file again, and do not shut down or log off your computer. You can review the strategies on the <a href="mailto:helppage">helppage</a> or email <a href="mailto:lctecdsk@uvic.ca">lctecdsk@uvic.ca</a> for assistance; they will walk you through the steps you can take to try and recover the file. |  |
|---|--|--|
| How do I get help working with software? Excel, Word, PowerPoint            | For help with data analysis in Excel, contact the Digital Scholarship Commons at dscommons@uvic.ca.  You can also review the University Systems resource guide on the different tools available.   | Contact the Library Technical Help Desk at <a href="mailto:lctecdsk@uvic.ca">lctecdsk@uvic.ca</a> .  |
| I cannot create a .doc or .docx file because I do not have Microsoft Word®. | All students have free access to <u>UVic Microsoft 365</u> through their  NetLink ID and password.   | Free access to student computers is available to all UVic students. All UVic computers have the Microsoft Office Educational Suite including Word and Excel. |
| I cannot upload my assignment to Brightspace.                               | Brightspace help (helpdesk@uvic.ca).   | For students, any technical problems with Brightspace should initially be directed to the Computer Help Desk.  |
| Academic support  | Resource(s)  | Additional information   |
| I need general academic support.  | Check out <u>UVic's Learn Anywhere</u> resource for specific services and resources available to all UVic students.  |  |
| I need help with my reading and writing.                                    | For writing, reading, and presentation tutoring and support, see the Centre for Academic Communication in the Learning Commons, McPherson Library.   | The CAC also offers UVic students free one-on-one help and workshops to help with writing and other communication skills.                                    |
| I am unsure about what constitutes plagiarism.                              | View UVic's policy on <u>Academic</u> <u>Integrity</u> . Review the <u>UVic libraries</u> <u>plagiarism</u> information page.  |  |



| I do not know which courses I should take.                   | Connect with your <u>Academic</u> <u>Advisor</u> for your department.  | Academic advisors provide support for students with questions or concerns about courses, program requirements, and academic career paths. |
|--|--|---|
| How can I speak with a Co-op advisor about my job placement? | Connect with Co-op staff at UVic Co-op Program and Career Services.  | Each department has its own staff and Co-op offers numerous general workshops and mock interview opportunities.                           |
| Where can I print or scan?                                   | You can now request library material online through the Re:Quest Service, available to anyone at UVic.  Another option is ZapCopy in the Student Union Building (SUB). |   |
| <b>Graduate Students</b>                                     | Resource(s)  | Additional information  |
| General information  | See above resources that are generally also available to graduate students.  |   |
| Where can I find information on finances/funding?            | Review the Faculty of Graduate Studies <u>Finances</u> for information specific to graduate students including bursaries, scholarships, and grants.                    |   |
| How do I get information about my thesis/dissertation?       | Review UVic's thesis and dissertation for more information.  | Your graduate secretary in your department will also be a great resource.   |
|  | For information about applying to  | For questions about your  |



| Personal support                 | Resource(s)                                      | Additional information                    |
|----------------------------------|--|---|
| I think I might have COVID-19,   | The BC government has                            | If you are concerned about                |
| what should I do?                | developed <u>a self-assessment</u>               | the intensity or duration of              |
|                                  | tool to help determine whether                   | your symptoms, please                     |
|                                  | you need further assessment or                   | contact your doctor or                    |
|                                  | testing for COVID-19. You can                    | call <u>HealthLinkBC</u> at <u>811</u> (a |
|                                  | complete this assessment for                     | free provincial health                    |
|                                  | yourself, or on behalf of someone                | information and advice                    |
|                                  | else, if they are unable to do so.               | phone line).                              |
| I need assistance overcoming a   | Visit the <u>Centre for Accessible</u>           | Advisors can work with you                |
| barrier to my education (e.g., a | <u>Learning</u> or call them at 250-472-         | and your instructor to create             |
| learning concern, a hearing      | 4947.  | an inclusive learning                     |
| loss, a chronic health           |  | environment to                            |
| condition).                      |  | accommodate your needs.                   |
| I am feeling overwhelmed.        | UVic Counselling Services                        | Free, confidential,                       |
| I need to talk to someone.       | in the Health and Wellness (HWB)                 | professional counselling for              |
|                                  | building; 250-721-8563                           | all registered UVic students.             |
| On-campus residential options    | Check out <u>UVic's Residence</u>                |   |
|                                  | Services to see if you are thinking              |   |
|                                  | about living on campus.                          |   |
|                                  | Find out if you are eligible for                 |   |
|                                  | family housing and their available               |   |
|                                  | apartments and townhouses                        |   |
|                                  | Review <u>rental rates</u> and the <u>Family</u> |   |
|                                  | Housing agreement.                               |   |
| I am feeling lost. I do not know | Visit the <u>UVic Student Mental</u>             | Information about the                     |
| what resources are available     | Health resources.                                | numerous resources and                    |
| to me to support my mental       |  | services to support all                   |
| well-being.                      |  | students.                                 |
|                                  |  | You are not alone!                        |
| I want to connect with people    | Check out the UVic Multifaith                    | A safe and welcoming space                |
| of my faith or religion.         | Services.  | to practice your faith or                 |
|                                  |  | religion.                                 |
| I want to connect with people    | Connect with others through the                  | A safe and welcoming place                |
| of my community.                 | <u>First Peoples House</u> .                     | that encourages community                 |
|                                  |  | building among Indigenous                 |
|                                  |  | students.                                 |



| How do I access health  | In an amarganay call 011  |                            |
|---|---|----------------------------|
|   | In an emergency, call 911. Call HealthLinkBC at 811 from  |                            |
| support?  |   |                            |
|   | within BC to speak with a Health  |                            |
|   | Service Navigator.  |                            |
|   |   |                            |
|   | <u>UVic Health Services</u> and the   |                            |
|   | Student Wellness Centre offers  |                            |
|   | numerous services almost entirely   |                            |
|   | by telehealth.  |                            |
|   |   |                            |
|   | See <u>Health and Dental</u> for  |                            |
|   | information about the plans   |                            |
|   | offered through the Graduate  |                            |
|   | Student Society.  |                            |
|   |   |                            |
|   | For more information about  |                            |
|   | medical insurance for UVic  |                            |
|   | students, see eligibility and medical   |                            |
|   | insurance.  |                            |
|   | i ilisurance.   |                            |
|   |   |                            |
| Safety and First Aid  | Resource(s)   | Additional information     |
| Safety and First Aid It is late and I do not feel safe  | Resource(s)   | Additional information     |
| It is late and I do not feel safe   | Resource(s) You can call Campus Security and  | Additional information     |
| It is late and I do not feel safe walking back to my room or  | Resource(s) You can call Campus Security and request their Safewalk Program   | Additional information     |
| It is late and I do not feel safe walking back to my room or my car by myself.  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  |                            |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual   | You may also wish to speak |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is   |                            |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone  | You may also wish to speak |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized violence?  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone at UVic.   | You may also wish to speak |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone  | You may also wish to speak |
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| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized violence?  | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone at UVic.  Call 911 for all emergencies.  Call UVic's Campus Security (250-   | You may also wish to speak |
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| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized violence?  I have an emergency.                          | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone at UVic.  Call 911 for all emergencies.  Call UVic's Campus Security (250-721-7599).  Call the Vancouver Island Crisis Line: 1-888-494-3888                              | You may also wish to speak |
| It is late and I do not feel safe walking back to my room or my car by myself.  How can I report harassment/assault/sexualized violence?  I have an emergency.  How do I report a human | Resource(s)  You can call Campus Security and request their Safewalk Program (250-721-7599).  The team in EQHR and the Sexual Violence Resource Office is committed to supporting everyone at UVic.  Call 911 for all emergencies.  Call UVic's Campus Security (250-721-7599).  Call the Vancouver Island Crisis Line: 1-888-494-3888  Contact the UVic Equity and | You may also wish to speak |
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# https://environment.uw.edu/intranet/covid-19-resources/covid-19-resources-for-graduate-students/

#### self-care and mental health

Ideally, we all engage in regular self-care in which we do the things that make us feel taken care of mentally, physically, and emotionally. But this doesn't always happen, and we may need to stop and take the time to remind ourselves we are important, too.

Sometimes our feelings become too much and we need to distract ourselves until we are better able to cope. We can also strategically change how we are feeling when things become too overwhelming.

#### WHAT IS SELF-CARE?

Self-care is important to maintaining a healthy relationship with yourself. It means doing things to take care of our minds, bodies, and souls by engaging in activities that promote well-being and reduce stress. Doing so enhances our ability to live fully, vibrantly, and effectively. The practice of self-care also reminds both you and others that your needs are valid and a priority.

#### **EXAMPLES OF SELF-CARE**

- Clean
- Cook or bake
- Cross something off your to-do list
- Exercise
- Get a massage
- Go for a walk
- Listen to music or a podcast
- Make art
- Meditation
- Mindfulness exercises
- Play a game
- Practice deep breathing
- Read
- Take a bath
- Take a (timed) nap
- Watch TV or a movie
- Yoga

#### distraction as a strategy

#### WHY SHOULD I DISTRACT MYSELF?

Activities are a great way for us to distract ourselves from our current emotions until we are better able to cope. When our level of distress is too high, we may not be able to effectively handle a situation and need ways to bring our emotional state down. Some suggestions may seem similar to self-care, but distraction activities serve a different purpose. One person's self-care activity is another's distraction technique [https://www.activeminds.org/about-mental-health/self-care/].

#### **EXAMPLES OF DISTRACTION ACTIVITIES**

- Call a friend (and don't talk about what's causing you distress)
- Create something
- Describe your surroundings using your five senses
- Do a puzzle
- Do something kind for someone else
- Focus on a single task
- Go out to eat
- Go to an event
- Hold ice
- Listen to music or a podcast
- Make a list of things (cars, dog breeds, music artists, etc.)
- Take a hot or cold shower
- Try something new
- Volunteer
- · Watch something funny
- Watch TV or a movie

#### TIPS FOR STAYING WELL

#### Acknowledge your feelings.

Whatever you are feeling right now, know that it's okay to feel that way. Allow yourself time to notice and express what you're feeling. This could be through journalling, talking with others, or channelling your emotions into something creative (e.g., drawing, painting, poetry, music). Mindfulness meditation exercises can help us stay grounded in the midst of an emotional storm. You can learn how to witness and let thoughts and feelings come and go in their own time, without getting overwhelmed by them.

#### Keep things in perspective.

In a situation that's uncertain, it's natural to have many 'what if?' questions in our minds. In the absence of information, our anxious mind will often fill in the blanks with worst case scenarios, which can leave us feeling overwhelmed, helpless, or vulnerable. Here are some questions you can ask yourself to shift your thinking from catastrophizing to a more helpful mindset:

What are the things within my control?

- Am I overestimating the likelihood of the worst-case scenario?
- What strategies have helped me cope with challenging situations in the past that will serve me well during this time?
- What is a small helpful or positive action that I can take now?

[https://services.unimelb.edu.au/counsel/resources/wellbeing/coronavirus-covid-19-managing-stress-and-anxiety].

#### **Prioritize**

Make a plan of action by listing your work and personal priorities and deciding what can be delegated or postponed, says Laura Boxley, PhD, of The Ohio State University.

#### Pivot, if necessary

For researchers, university shut-downs don't have to mean that work grinds to a halt. "Lots of labs are nimble," says Jeff Zacks, PhD, of Washington University in St. Louis. "If we can't collect data face to face, we can work on other things that are often pushed to the back burner, such as data analysis and writing."

#### Stick to a routine

"I still pack my lunch every day and put on work clothes even if I'm not going into the office," says Gebhardt. "Still doing those routines gives a sense of normalcy to the otherwise abnormal situation we're in."

#### Create a separate workspace

"Working from home can blur the boundaries between work and your personal life so that you feel you're working all the time," says Nathaly Shoua-Desmarais, PsyD, of Florida International University. "I could be on the computer 24/7 now." Create a separate workspace if possible, even if that means setting up a desk in a corner of your living room with your back to the larger space, she suggests. Keep your sleeping area as personal space, she adds.

#### Exercise

If you can get outside, take a walk or run. But there's plenty you can do inside. "People are posting workouts on social media and hosting exercise classes on Zoom or FaceTime," says Gebhardt. Ask your gym or yoga studio if they're offering virtual sessions or look for workouts on YouTube. Even dancing to your favorite music in your living room can help.

#### Stay connected

While psychologists often worry about excessive screen time, technology like Zoom, Skype and Google Hangouts is now helping people stay connected despite physical isolation. "It's such a breath of fresh air to be able to see people and laugh with them," says Gebhardt, who recently enjoyed a "family Zoom date" with relatives around the world. "I've been blown away by how social distancing can make a community come together."

#### Limit news consumption

Checking the news or social media constantly or having the news on in the background only causes unnecessary distress, says Shoua-Desmarais. Decide how much time you're going to devote to checking reliable sources and stick to that limit, even if you have to ask a friend to serve

as an accountability partner and check up on whether you followed through with your commitment. For Shoua-Desmarais, that means spending 5 minutes scanning the news in the morning and another 5 minutes before doing pre-bedtime relaxation exercises.

Do activities that you enjoy in your everyday life. Keep integrating things you like doing into your new daily routine.

#### Practice mindfulness and other relaxation techniques

"Mindfulness activities can be helpful for dealing with anxiety," says Richelle Concepcion, PsyD, MPH, of Tripler Medical Center in Hawaii. "Meditation, yoga, even mindful breathing are ways to slow things down." And there are plenty of free resources, including <u>autogenic training</u> on YouTube, the apps <u>Breathe2Relax</u> and <u>Tactical Breather</u>, or the <u>Mindfulness Coach</u> and other resources available on the VA's <u>App Store</u>. <u>Headspace</u> and the <u>Ten Percent Happier</u> app are offering free access to health-care providers during the pandemic.

#### Learn something new

Now is a good time to burnish your professional skills, says Bethany A. Teachman, PhD, of the University of Virginia. "This is a good opportunity to build your skill set virtually," she says, citing as one example an online statistics course. Use this time to earn some continuing education credit, suggests Concepcion. If you've had to go virtual, for instance, check out APA's Telepsychology Best Practices 101 webinar series, available for free. Or just engage in self-enrichment. Another free resource is Coursera's "The Science of Well-being," a course touted as "Yale's most popular class ever," created by psychologist Laurie Santos, PhD, of Yale. These online resources are a good way to distract yourself from the news and keep your self engaged in learning, says Concepcion.

#### Cut yourself some slack

"It's important to be kind to others — and to ourselves," says Teachman. Keep in mind that in abnormal times like these, you're not going to be as productive as you were before and that's OK, she says [https://www.apa.org/news/apa/2020/03/psychologists-self-care?utm\_source=facebook&utm\_medium=social&utm\_campaign=apa-pandemics&utm\_content=covid-self-care].

#### Check in with colleagues

Keep an eye on colleagues who may be struggling, and let them know you're struggling, too, as a way of normalizing their reactions.

Practice healthy habits and the kinds of self-care that most benefit you.

Prioritize getting a healthy amount of sleep, eating well, avoiding alcohol, and moving or exercising regularly.

Avoid crowds — but stay connected.

School closures can mean you might find yourself distanced from the people you would normally see on campus. If so, make the effort to stay connected through social media, email, texting, and video calls. Take advantage as well of new opportunities to see friends and loved ones close-by.

# Take breaks to ease your mind and distract yourself when you start to worry.

Play a game. Watch a movie. Take a yoga class. Try a meditation app. For more coping skills to consider.

# The recommended activities without social media/ computer/internet

Spend at least 15 minutes outside per day. Vitamin D & sunlight can really lift your mood! – Jessica, senior, Pace University

Create your own club. Talk to your friends and discover some common passions or activities that you haven't had time for in the past. My friends and I are having a virtual cooking club, walking club, and painting club! – Jen, senior, Bucknell University

Do a 5-10 minute short workout with siblings or family in the living room. Lots of free at-home workouts available here. – Audrey, senior, Middlebury College

Play board/card games or create art with your family, whether that's drawing, painting, embroidering, card-making, collaging. – Audrey

Make a time capsule with your family. Gather anything from your house that you think will help you remember this time. Put it in a box and hide it somewhere. It'll be interesting to take out in a couple years and see what you all had decided to place in the box. — Skylar, sophomore, New York University

If you have working parents and you're currently doubling up as both student and babysitter to your younger siblings, entertain them with some easy DIY science projects using materials you probably already have in your house. Here's one of my favorites: Make Your Own Lava Lamp. – Skylar

Other ideas include reading a book a week, writing letters, doing puzzles, and doing chalk art outside [https://www.jedfoundation.org/covid19-tips-and-resources/].

#### Finding Support

Reaching out to talk to others to share your experiences can help a great deal in times like these as talking through shared experiences can help validate our emotions. Remember to pay attention to how you are feeling during and after your conversations to see what effect these discussions have on you. Sometimes a different perspective can help. If you are looking for someone to talk to remember you always have resources available such as 24/7 talk or text with MySSP in many different languages from wherever you are and the Student Counselling Centre remains open for videoconferencing and telephone appointments. If you're ever feeling hopeless or overwhelmed you can also call the 24/7 Crisis Services Canada line at 1-833-456-4566.

#### Be kind of yourself and others

It's okay not to feel okay. Accepting this is a difficult time as well as being kind to ourselves and how we are reacting is important for maintaining positivity. It is easy to feel negative about ourselves, the situation or how others are reacting. Everyone's responses will be different, and the way we respond is how we are individually coping. Try not to be judgemental of the way you

or others cope. It's a hard time, but we're all in this together [http://www.uwindsor.ca/coronavirus/377/wellbeing-portal].

#### Feel free to feel your feelings

You and your colleagues are likely to feel immense pressure given the potential surge in care demands, risk of infection and equipment shortages, among other stressors. Experiencing stress and the feelings associated with it are by no means a sign of weakness or a reflection on your ability to do your job [https://www.ama-assn.org/delivering-care/public-health/managing-mental-health-during-covid-19].

#### Webinars and podcast:

Watch APA's webinar for students on coping in the era of coronavirus webinar on stress and coping from APA's Div.

Listen to a podcast on self-care for psychologists

#### Read more:

For more information, check out APA's <u>self-care resources</u> and its <u>Self-Care Resource Center</u>.. Try these tips for positive mental health and strategies for better <u>work/life balance</u>.

Ted article: "I'm incredibly anxious about coronavirus"