

Stress

A self help guide



	Page
What is stress?	3
How can this guide help me?	3
What are the signs of stress?	3-4
Can life events cause stress?	4
Is there a type of person who is more likely to experience stress?	5
How can I help myself to cope with stress?	5-6
Can I learn to be more relaxed?	6
Deep muscle relaxation	6-7
Mindful Breathing	7-8
Further help	8
Useful organisations	8-9
Useful books	9-10
References	10
Rate this guide	10

What is stress?

Here are the thoughts of some people who are experiencing stress.

“I just don't get a task finished any more before I move on to the next thing. I keep forgetting where I'm up to, I have 20 things on the go at once and I'm not getting anywhere with any of them...”

“I keep meaning to get a little time for myself but I never manage to. Someone always asks me to help out and I never have the heart to say no, but I end up feeling really tired and irritable ...”

“It just seems to be one crisis after the next in my life. I've got a constant headache and stomach problems, I keep expecting something else to go wrong, I'm at the end of my tether ...”

Stress is the word that many people use when they are describing how the demands of their life seem to be becoming too great for them to cope with. This ability to cope varies from person to person and what one person finds stressful may not be a problem for another. Whilst many of us suffer with stress at times in our day to day lives, long-term stress is known to be bad for our health and many of us would like to find ways to gain some control over it.

How can this guide help me?

This booklet will tell you more about stress, it will help you to see whether stress is a problem for you. It makes simple suggestions about how to overcome stress and what other help may be available.

What are the signs of stress?

The signs of stress vary from person to person but here are some of the most common ones. **Do you recognise any of them in yourself?**

Physical signs (please tick if appropriate)

- Headaches
- Muscle tension or pain
- Stomach problems
- Sweating
- Feeling dizzy
- Bowel or bladder problems
- Breathlessness or palpitations
- Dry mouth
- Tingling in body
- Sexual problems
- Tired all the time

Emotions

- Feeling irritable
- Feeling anxious or tense
- Feeling low
- Feeling lack of interest
- Feeling bad about yourself

Effects on what you do

- Temper outbursts
- Drinking or smoking too much
- Changes in eating habits
- Withdrawing from usual activities
- Becoming unreasonable
- Being forgetful or clumsy
- Rushing around
- Not sleeping

If you have some of these signs it may be you are experiencing stress. These are some of the short-term signs but long-term health risks from stress can be serious. For example, heart disease, high blood pressure, severe depression, stroke, migraine, severe anxiety, asthma, low resistance to infection, bowel problems, stomach problems especially ulcers, fatigue and sleep problems.

Can life events cause stress?

Some things that happen in your life can be stressful, particularly life changes. If you have had one or more of the following life events occurring over the last year, you will probably be more likely to be stressed and should take care to avoid further stressors, and try to take 'extra care' of yourself.

(Please tick if appropriate)

- Death of partner
- Divorce or relationship breakdown
- Jail term
- Death of close family member
- Getting married
- Loss of employment
- Health problems
- Pregnancy/childbirth
- New employment
- High financial commitments
- Serious debts
- Major changes at work
- Partner stops or begins work
- Death of close friend
- Change in living conditions
- Disagreement with friends
- Problems at work (e.g. lack of job security, several jobs, no satisfaction at work)
- Change in leisure activities
- Change in church/spiritual habits
- Minor legal problems
- Problems with neighbours/noise
- Family gatherings for holidays/Christmas

Is there a type of person who is more likely to experience stress?

Studies have shown that some people are more likely to experience stress than others. These people are known as 'type A' personalities. They tend to be more competitive and impatient and have tight time schedules compared to 'type B' personalities, who are more relaxed and 'laid back' in their style. If you would like to know which type you are, ticking the following boxes may help you to decide:

Type A	Type B
<input type="checkbox"/> Must get things finished	<input type="checkbox"/> Don't mind leaving things unfinished for a while
<input type="checkbox"/> Never late for appointments	<input type="checkbox"/> Calm and unhurried about appointments
<input type="checkbox"/> Competitive	<input type="checkbox"/> Not competitive
<input type="checkbox"/> Can't listen to conversations, interrupt, finish sentences for others	<input type="checkbox"/> Can listen and let the other person finish speaking
<input type="checkbox"/> Always in a hurry	<input type="checkbox"/> Never in a hurry even when busy
<input type="checkbox"/> Don't like to wait	<input type="checkbox"/> Can wait calmly
<input type="checkbox"/> Very busy, at full speed	<input type="checkbox"/> Easy going
<input type="checkbox"/> Trying to do more than one thing at a time	<input type="checkbox"/> Take one thing at a time
<input type="checkbox"/> Want everything perfect	<input type="checkbox"/> Don't mind things not quite perfect
<input type="checkbox"/> Do everything fast	<input type="checkbox"/> Slow and deliberate speech
<input type="checkbox"/> Hold feelings in	<input type="checkbox"/> Do things slowly
<input type="checkbox"/> Not satisfied with work/life	<input type="checkbox"/> Express feelings
<input type="checkbox"/> Few social activities/interests	<input type="checkbox"/> Quite satisfied with work/life
<input type="checkbox"/> If working will often take work home	<input type="checkbox"/> Many social activities/interests
	<input type="checkbox"/> If working, don't take work home

If most of your ticks are on the **A** side, then you will be more prone to stress, if both **As** and **Bs** then you are a little prone to stress, if mainly **Bs** then you are less likely to suffer from stress. Those people who are more prone to stress may have to try harder to use some of the stress management approaches suggested here in order to tackle their natural tendency to a stressful lifestyle.

How can I help myself to cope with stress?

Studies have shown that the first step in tackling stress is to become aware that it is a problem for you. The next stage is to make a plan to take control of the causes and effects of stress. Here are some practical ways to take control of stress.

Holiday – try to plan at least one each year with a change in activities and surroundings.

Open up – if your relationship is part of the problem. Communication is very important.

Work – is that the problem? What are your options? Could you retrain? What aspects are stressful? Could you delegate? Could you get more support?

Try to concentrate on the present. Don't dwell on the past or future worries.

Own up to yourself that you are feeling stressed – half the battle is admitting it!

Be realistic about what you can achieve. Don't take too much on.

Eat a balanced diet. Eat slowly and sit down, allowing at least half an hour for each meal.

Action plans – try to write down the problems in your life that may be causing stress, and as many possible solutions as you can. Make a plan to deal with each problem.

Time management – plan your time, doing one thing at a time and building in breaks. Don't make too many changes at once in your life.

Set priorities – if you could only do one thing, what would it be?

Talk things over with a friend or family member or someone else you can trust and share your feelings with.

Relaxation or leisure time each day is important. Try new ways to relax such as aromatherapy, reflexology or yoga. Relaxation exercises are described more fully below.

Exercise regularly – at least 30 minutes of moderate intensity exercise on five or more occasions per week is excellent for stress control. Walking is good – appreciate the countryside.

Say no and don't feel guilty.

Seek professional help if you have tried these things and still your stress is a problem.

Can I learn to be more relaxed?

Relaxation is a skill like any other which needs to be learned and takes time. The following exercise teaches deep muscle relaxation, and many people find it very helpful in reducing overall levels of tension.

Deep muscle relaxation

It is helpful to read the instructions first and eventually to learn them by heart. Start by selecting a quiet, warm, comfortable place where you won't be disturbed. To begin with, choose a time of day when you feel most relaxed, then lie down and get comfortable. Close your eyes and concentrate on your breathing for a few minutes, breathing slowly and calmly – in-two-three and out-two-three. Say the word "calm" or "relax" to yourself as you breathe out. The relaxation exercise takes you through different muscle groups, teaching you firstly to tense, then relax. You should breathe in when tensing and breathe out when you relax.

Start with your hands. Clench one fist tightly, and think about the tension this produces in the muscles of your hand and forearm.

Study the tension for a few seconds then relax your hand. Notice the difference between the tension and the relaxation. You might feel a slight tingling, this is the relaxation beginning to develop.

Do the same with the other hand.

Each time, you relax a group of muscles think how they feel when they are relaxed. Don't try to relax but just let go of the tension. Allow your muscles to relax as much as you can. Think about the difference in the way they feel when they are relaxed and when they're tense. Now do the same for the other muscles of your body. Each time tense them for a few seconds and then relax. Study the way they feel and then let go of the tension in them.

It is useful to stick to the same order, as you work through the muscle groups:

Hands – clench fists, then relax.

Arms – bend your elbows and tense your arms. Feel the tension especially in your upper arms. Remember, do this for a few seconds and then relax.

Neck – press your head back and roll it from side to side slowly. Feel how the tension moves. Then bring your head forward into a comfortable position.

Face – there are several muscles here, but it is enough to think about your forehead and jaw. First lower your eyebrows in a frown. Relax your forehead. You can also raise your eyebrows, and then relax. Now, clench your jaw, notice the difference when you relax.

Shoulders – shrug your shoulders up – then relax them.

Chest – take a deep breath, hold it in for a few seconds, notice the tension, then relax. Let your breathing return to normal.

Stomach – tense your stomach muscles as tightly as you can and relax.

Buttocks – squeeze your buttocks together and relax.

Legs – straighten your legs and bend your feet towards your face then relax.

You may find it helpful to get a friend to read the instructions to you. Don't try too hard, just let it happen.

To make best use of relaxation you need to:

- Practice daily.
- Start to use relaxation in everyday situations.
- Learn to relax without having to tense your muscles first.
- Use parts of relaxation to help in difficult situations, e.g. breathing slowly.
- Develop a more relaxed lifestyle.
- Practice in public situations (on bus, in queue etc).
- Relaxation cds are available at most bookshops and libraries.

Mindful breathing

This is a different approach to managing stress. The goal of mindful breathing is calm, non-judging awareness, allowing thoughts and feelings to come and go without getting caught up in them. The aim is to concentrate only on the present moment, not the past and not the future. Much of our stress is linked to thoughts and feelings about the past and the future.

Follow these instructions:

Sit comfortably, with your eyes closed or lowered and your back straight.

- Bring your attention to your breathing.
- Imagine that you have a balloon in your stomach. Every time you breathe in, the balloon inflates. Each time you breathe out, the balloon deflates. Notice the sensations as the balloon inflates and deflates. Your chest and stomach rising with the in-breath, and falling with the out-breath.
- Thoughts will come into your mind, and that's okay, because that's just what the mind does. Just notice those thoughts, then bring your attention back to your breathing.

- You can notice sounds, physical feelings, and emotions, and again, just bring your attention back to your breathing.
- Don't follow those thoughts or feelings, don't judge yourself for having them, or analyse them in any way. It's okay for the thoughts to be there. Just notice those thoughts, and let them drift on by; bring your attention back to your breathing.
- Whenever you notice that your attention has drifted off and is becoming caught up in thoughts or feelings, simply note that attention has drifted, and then gently bring the attention back to your breathing.

Thoughts will enter your awareness, and your attention will follow them. No matter how many times this happens, just keep bringing your attention back to your breathing. The more you can practice this exercise the more it will help you to manage stress.

What further help is available?

Sometimes a good source of help is to talk to family or close friends, but there are also other ways you may get help.

Your family doctor is probably the best person to discuss your difficulties with in the first instance. This is particularly important if your problem is not going away or is getting worse. You could also talk to your Health Visitor or Practice Nurse if you are in touch with either.

You may be offered counselling or if your problem seems to become more severe you may be referred to a mental health worker.

Useful organisations

- **British Association for Counselling and Psychotherapy**
Tel: 01455 883 316
www.bacp.co.uk
BACP House, 15 St John's Business Park, Lutterworth, Leicestershire, LE17 4HB
Offers an information service providing contacts for counselling in England and Wales.
- **International Stress Management Association (ISMA)**
Tel: 01179 697 284
www.isma.org.uk
PO BOX 491, Bradley, Stoke, Bristol, BS34 9AH
Provides information about recognising and reducing stress.
- **Mental Health Matters**
Tel: 0191 516 3500
www.mentalhealthmatters.com
Avalon House, St Catherines Court, Sunderland Enterprise Park, Sunderland, SR5 3XJ
A national organisation which provides support and information on employment, housing, community support and psychological services.
- **Mind Infoline**
Tel: 0300 123 3393
www.mind.org.uk
15-19 Broadway, Stratford, London, E15 4BQ
Provides information on a range of topics including types of mental distress, where to get help, drug and alternative treatments and advocacy. Also provides details of help and support for people in their own area.
Helpline available Mon - Fri, 9am - 6pm.

- **National Debt Line**
Tel: 0808 808 4000
www.nationaldebtline.co.uk
Tricorn House, 51-53 Hagley Road, Edgbaston, Birmingham, B16 8TP
Help for anyone in debt or concerned they may fall into debt.
- **NHS Choices – Your health, your choices**
www.nhs.uk
Information about conditions, treatments, local services and healthy lives.
- **No Panic**
Helpline: 0800 138 8889
www.nopanic.org.uk
Unit 3, Prospect House, Halesfield 22, Telford, Shropshire, TF7 4QX
Support for sufferers of panic attacks, phobias, obsessive compulsive disorder, general anxiety disorder and tranquilliser withdrawal.
- **PALS – Patient Advice and Liaison Service**
www.pals.nhs.uk
Provides information and advice about local NHS services and support organisations and helps sort out problems with NHS services.
- **Relate**
Tel: 0300 100 1234
www.relate.org.uk
Premier House, Carolina Court, Lakeside, Doncaster, DN4 5RA
Help with marital or relationship problems.
- **Rethink**
Helpline: 0300 500 0927
www.rethink.org
89 Albert Embankment, London, SE1 7TP
Provides information and a helpline for anyone affected by mental health problems.
- **Samaritans**
Tel: 0845 790 9090
www.samaritans.org
Email: jo@samaritans.org
Freepost: RSRB-KKBY-CYJK, Chris, PO Box 9090, Stirling, FK8 2SA
Confidential support for anyone in a crisis.

Useful books

- **Feeling good: the new mood therapy**
David Burns
HarperCollins 2000
A drug-free guide to curing anxiety, guilt, pessimism, procrastination, low self-esteem, and other depressive disorders using scientifically tested methods to improve mood and stave off the blues.
- **Stress management: a comprehensive guide to your wellness**
Edward A. Charlesworth
Souvenir 1997
This guide helps you identify the specific areas of stress in your life - familial, work-related, social, emotional - and offers proven techniques for dealing with every one of them.

- **Mind over mood**

Christine Padesky and Dennis Greenberger
Guilford 1995

Draws on the authors' extensive experience as clinicians and teachers of cognitive therapy to help clients successfully understand and improve their moods and alter their behaviour.

- **Self help for your nerves**

Clare Weekes
HarperCollins 2000

Guide for everything you need to know to keep relaxed through every day life. Offers comprehensive insight and advice into coping with nervous stress.

- **Anxiety and depression: a practical guide to recovery**

Robert Priest
Ebury Press 1996

Robert Priest has written this book especially to provide help for those feeling anxious and depressed. In particular, he covers the practical self-help methods to reduce stress and offers an explanation of the causes and effects of anxiety and depression.

References

- Friedman, M.; Rosenman, R. (1959). "Association of specific overt behaviour pattern with blood and cardiovascular findings". *Journal of the American Medical Association* (169): 1286–1296.
- Eysenck, H.J. (1990). Type A Behavior and Coronary Heart Disease: The Third Stage. *Journal of Social Behavior and Personality*, 5, 25-44.
- Friedman, M. (1996). Type A Behavior: Its Diagnosis and Treatment. New York, Plenum Press (Kluwer Academic Press), pp. 31
- Rahe RH, Arthur RJ (1978). "Life change and illness studies: past history and future directions". *J Human Stress* 4 (1): 3–15
- Rahe RH, Biersner RJ, Ryman DH, Arthur RJ (1972). "Psychosocial predictors of illness behavior and failure in stressful training". *J Health Soc Behav* 13 (4): 393–7.
- www.mind.org.uk/help/medical.../mind_guide_to_managing_stress
- Beyond Mindfulness in Plain English: An Introductory guide to Deeper States of Meditation, Bhante Henepola Gunaratana, 2010, Wisdom Publications.
- Chiesa, A. & Serretti, A. (2009). Mindfulness-based stress reduction for stress management in healthy people: A review and meta-analysis. *Journal of Alternative and Complementary Medicine*, 15(5), 593.

Rate this guide

Share your thoughts with other people and let them know what you think of this guide at www.ntw.nhs.uk/pic/selfhelp

Support your NHS

Join our NHS Foundation Trust

Northumberland, Tyne and Wear NHS Foundation Trust provides a range of mental health, learning disability and specialist services for a large part of the North East of England and beyond. You may not think these services have very much to do with you, but mental health problems affect 1 in 4 people and there are a growing number of people with both learning and other disabilities.

As a member of our Foundation Trust you can be as active as you like, from just receiving regular information about the trust to getting involved in issues that you care about. It's free to join. Please complete and return the Membership Application Form.



Support your NHS

Join our NHS Foundation Trust

Get Involved – Sign up to become a Northumberland, Tyne and Wear NHS Foundation Trust member and choose a self-help guide for **free** from the list overleaf.

 ntw.nhs.uk/getinvolved

 0191 223 2468

 FREEPOST NTW MEMBERSHIP

Membership is completely free and as a member you can:

- ⇒ Give your views on the Trust's plans and any issues that interest you
- ⇒ Vote in the Governor Elections or stand as a Governor yourself
- ⇒ Receive regular information about the Trust

Membership Application Form

Public ***Service User** ***Carer** (please ✓ only one)

***Service User/Carer** *I currently use or have cared for someone who has used, the following service in the last four years: (please ✓ service used below)*

- Adult Neuro Disability Older People's
 Children and Young People's
 Learning Disability

Mr Mrs Miss Ms Other:

First name: Surname:

Address:.....

Postcode: Date of birth:

How would you like us to contact you? (please ✓/complete)

Post Email

Tel Mobile

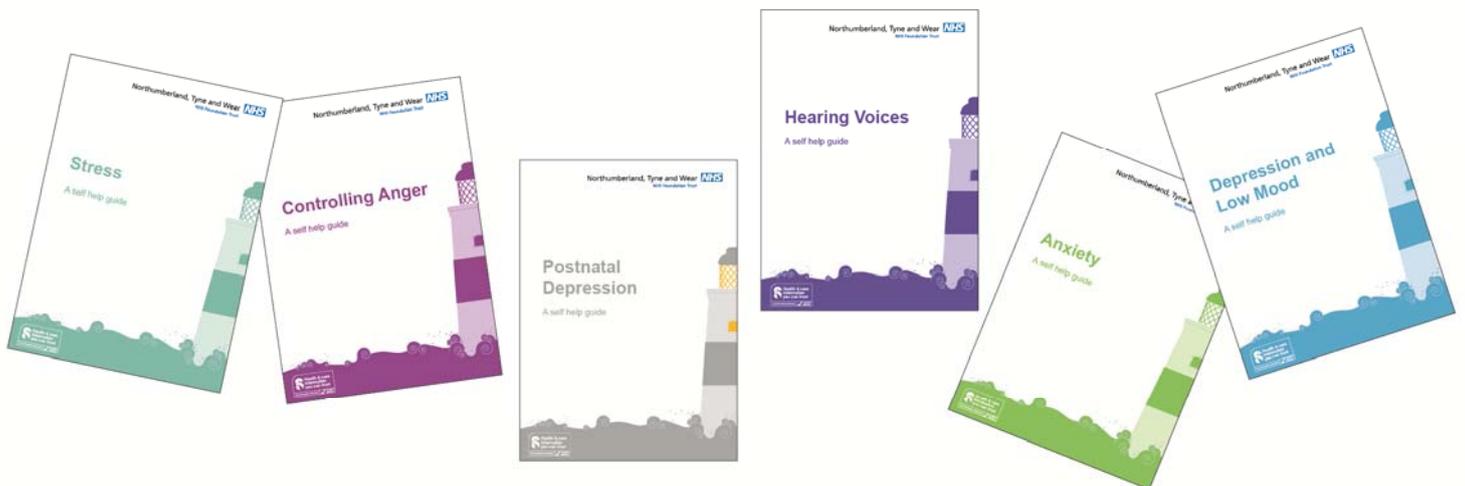
Signed: Date:

Free self help guide
(choose from the list overleaf)

Please send me a free copy of

Mental Health Self Help Guides

- Abuse
- Alcohol and You
- Anxiety
- Bereavement
- Controlling Anger
- Depression
- Depression and Low Mood
- Domestic Violence
- Eating Disorders
- Food for Thought
- Health Anxiety
- Hearing Voices
- Obsessions and Compulsions
- Panic
- Post Traumatic Stress
- Postnatal Depression
- Self Harm
- Shyness and Social Anxiety
- Sleeping Problems
- Stress
- Plus 3 guides for prisoners
 - Anxiety
 - Depression and Low Mood
 - Post Traumatic Stress



www.ntw.nhs.uk/pic/selfhelp



Follow us
@ntwnhs



Written by Dr Lesley Maunder and Lorna Cameron, Consultant Clinical Psychologists, The Newcastle upon Tyne Hospitals NHS Foundation Trust.

Many thanks to local voluntary sector groups, service users and healthcare staff who have contributed to the review of this guide.

Further information about the content, reference sources or production of this leaflet can be obtained from the Patient Information Centre.

This information can be made available in a range of formats on request (eg Braille, audio, larger print, easy read, BSL or other languages). Please contact the Patient Information Centre
Tel: 0191 223 2545

Published by Northumberland, Tyne and Wear NHS Foundation Trust

2015 Copyright PIC/103/0313 March 2013 V2

Review date 2016