

Health Coaching Workbook

Goal Setting Guide

Your roadmap to a healthier you

 Providence
Medicare Advantage Plans

 Providence
Health Assurance

 Providence
Health Plan





Introduction

Congratulations on taking the first step toward better health and well-being.

This workbook is your guide to learning the art of behavioral change and goal setting. The exercises included can be used for making changes in any area of your life, whether it's weight management, physical activity, stress management, healthy eating, smoking cessation, social connection, and other resources for overall health improvement.

Long-term success requires attention and patience. We recommend that you work through the exercises in this book at your own pace and with the help of a Providence health coach or other health professional.



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Setting up a foundation

1.1. Building motivation

Behavioral change takes more than willpower. It requires learning how to navigate your environment, problem solving, practicing mindfulness, and setting **S.M.A.R.T. goals: Specific, Measurable, Attainable, Relevant and Time-bound**. This simple approach helps translate ambiguous goals into an actionable plan.

Prepare to become your own lifestyle coach! Use the spaces in this workbook to write answers, take notes, or journal.

I want to make the following changes to my lifestyle and health:

Find your why: Identify the reasons why you want to make lifestyle changes. Understanding your motivations can help you stay committed to the process.

What motivates me to act now?

- | | |
|---|--|
| <input type="checkbox"/> Feeling more energetic and vital | <input type="checkbox"/> Managing a health condition |
| <input type="checkbox"/> Having more control in my life | <input type="checkbox"/> Having less pain |
| <input type="checkbox"/> Being present for children and grandchildren | <input type="checkbox"/> More joy in my life |
| <input type="checkbox"/> Feeling more confident | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Improving my focus and productivity | |

1.2. Stages of change*

Change is not a linear process – there will be bumps in the road. You might stay on track with your goals for weeks or months then suddenly have a setback or a relapse into old behaviors. It's also normal to move through each stage more than once.

Identifying where you are in the change process may provide insight into how to set appropriate goals to get back on track. To do this, think about some of your lifestyle behaviors and where they fall into these stages of change below. **Can you think of any behaviors that are currently in the action stage? How about preparation? Contemplation?**

Stage of change	Language associated with change	Ways to motivate change
Pre-contemplation	"I won't" or "I can't."	Gather information related to this behavior.
Contemplation	"I might in the next six months."	Identify the pros and cons of making a change. Consider talking to a health professional to gain support.
Preparation	"I will in the next month."	Develop a detailed plan, set goals, and establish rewards and accountability.
Action	"I'm doing it."	Establish weekly goals, review, and evaluate progress. Identify barriers, problem solve, and find creative solutions.
Maintenance	"I'm still doing it."	Continue to set new goals and challenge yourself. Give yourself credit for how far you have come and remember your motivation. Learn ways to prevent old behaviors by being a role model to someone else.
Relapse	"I was doing it."	Identify the triggers leading up to the relapse. Set aside blame and allow yourself to learn from this situation.

*Prochaska and DiClemente Transtheoretical Model

1.2. Stages of change (continued)

If you struggle to find a long-term motivation to change, consider using the exercise below. Recording the potential benefits of a change helps establish a stronger foundation for it to happen. If you experience a short lapse in behavior, return to your list for inspiration.

Pros of changing	Cons of changing

Carefully consider your answer: on a scale of 0-10 (10 being very important), how important is it for me to make changes now?

NOT IMPORTANT 1 2 3 4 5 6 7 8 9 10 VERY IMPORTANT

What are my current obstacles to making changes now?

What will it take to overcome these obstacles?

Carefully consider your answer: on a scale of 0-10 (10 being very confident), how confident am I that changes are possible now?

NOT CONFIDENT 1 2 3 4 5 6 7 8 9 10 VERY CONFIDENT

1.3. Reflection: What went well last time and what can be improved?

Maybe you've made behavioral changes in the past. Take stock of what you have accomplished and be proud of your successes. It's also a good time to ponder low points.

What worked for me in the past?

What did I learn from my previous experience?

What do I need to do differently to be more successful?

What should I keep doing?

What personal strengths can I draw from to help me along the path to being healthier?

2. Creating a wellness vision

Before setting goals, look at the big picture of your health and overall well-being to establish a clear, compelling vision of what you want to achieve. Once you've identified your desired vision, you can set goals appropriate to guide you there.

2.1. Establishing a wellness vision

1. What brings me meaning and purpose in my life?

2. What would I like my health, fitness, relationships, and wellness to look like a year from now? Write down a clear statement in a present tense. For example: *When I am more in charge of my health, I am able to patiently care for my children.*



3. Is there anything that stands in the way of me reaching my vision?

4. Carefully consider your answer: on a scale of 1-10 (10 being, "I've achieved my wellness vision"), where do I fall today?

NOT ACHIEVED 1 2 3 4 5 6 7 8 9 10 ACHIEVED

Day-to-day visualization

There is a connection between the mind and the body with ongoing communication between both. Your imagination is powerful and, if properly trained, can transform your thoughts into action. Mental workouts activate and stimulate many of these same neural networks that connect the body with the brain. We can apply visualization to our day-to-day experiences in order to improve motivation, stay more positive, and build resilience.

The essential elements of effective visualization

- ✔ Start by setting aside five minutes first thing in the morning or before bedtime for visualization.
- ✔ Visualization techniques should be done with focus. Involve as many senses as possible: smell, touch, taste, and sound along with imagery to actually "feel it."
- ✔ Be an active participant in the scene, not a spectator. While visualizing yourself running, your heart, muscles of the legs, and breathing pattern should feel as if you have been running.
- ✔ The process should be positive. For example, envision what success would look like.

2.2. S.M.A.R.T. goal setting: Establishing three-month goals

Once you've established your vision and blueprint of where you'd like to go, it's time to set some goals. It's important to have goals that are just long enough for meaningful results and short enough to create a sense of urgency and focus. You're more likely to meet your goals if you write them down and verbalize them to someone else.

- ✔ Goals should be quantifiable and measurable – i.e. "I will walk 30 minutes per day; 5 days a week."
- ✔ Combine both outcome and behavioral goals – an outcome goal is to lose 3 inches off your waist; a behavioral goal is to exercise 45 minutes per day, 5 days per week, and eat 8-10 servings of fruit and vegetables each day.

Fast track your health with S.M.A.R.T. goal setting

What are my health and wellness goals?





STEP 1: Make your goal detailed and SPECIFIC.

Try to answer who, what, where, how, and when.

How will I reach this goal? List at least 3 action steps and be specific.

STEP 2: Make your goal MEASURABLE.

Tracking a meaningful goal helps you monitor and acknowledge your progress.

I will measure/track my goals by using the following methods (i.e., minutes exercised logged or amount of weight loss):

STEP 3: Make your goal ATTAINABLE.

Find the sweet spot, a goal that is both challenging and realistic, something within reach that will take you out of your comfort zone.

What resources do I need to achieve this goal?

2.3. S.M.A.R.T. goal setting: Establishing three-month goals (continued)

How will I make time for this goal?

What do I need to learn before I move forward?

Did you know? You're more likely to meet your goals if you write them down and verbalize them to somebody else.

Who can I talk to for support?



STEP 4: Make your goal RELEVANT.

A goal typically addresses a necessity or priority in your life. Set goals appropriate to you and your specific situation.

Why is this goal important to me?

STEP 5: Make your goal TIME-BOUND.

Establish how much time you need to achieve your goal and set periodic benchmarks. Be realistic with your date to maintain performance and create a sense of urgency by making a short deadline.

I will reach my goal by (date) _____

My halfway measurement goal will be _____

on (date) _____

Additional dates and milestones I'll aim for:

To achieve your desired outcome, create a routine that allows you to review your goals on a weekly basis. By regularly evaluating your progress, you can more easily address roadblocks and make small amendments as necessary. **Write down when you will review your goals on a routine basis.**

Day of week: _____ **Time of day:** _____

At the end of this workbook, you can create a plan for your wellness vision in more detail. Refer to the index for a template.



2.3. Weekly action plan sample

Reviewing progress

Establish a time each week to create an action plan, and review your progress regularly to ensure your goals remain relevant and meaningful. It's also critical that you acknowledge progress – no matter how small or challenging to attain. Some weeks will be more challenging than others. Set aside any self-blame. If there's a week when you don't meet goals, ask yourself what you learned from the situation. What might help you be more successful next time?

Use the example of a S.M.A.R.T. Weekly Action Plan below to create your own.

This week, my goal(s) is:	
Some challenges I face:	
My strategies:	
My confidence level is (10 being most confident): Check your answer.	
NOT CONFIDENT <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 VERY CONFIDENT	
My successes this week:	
I learned:	

3. Building a network of social support

A strong social support network can be as critical to your success as the goal itself. Your family, friends and co-workers are an important part of your life and it's never too soon to cultivate these essential relationships.

Taking the time to build a social support network is a wise investment. Numerous studies have shown that a network of supportive relationships contributes to physical and psychological well-being.

A sense of belonging.

Spending time with people helps ward off loneliness. Whether it's other parents, dog lovers, fishing buddies or siblings, just knowing you're not alone can help you cope with stress.

A sense of self-worth.

Having people who call you a friend reinforces the idea that you're a good person to be around.

A feeling of security.

Your social and virtual support network gives you access to information, advice, guidance, and other types of assistance. It's comforting to know that you have people you can turn to in a time of need.

Ways to cultivate your social network

- ✔ Pick a cause that's important to you and get involved. You're sure to meet others who share similar interests and values.
- ✔ Join a gym or the local community center, or start a fitness group at work. You'll make friends and get some exercise in the process.
- ✔ Volunteer and dedicate your time to a cause that resonates with you and connects you with others.
- ✔ Join a support group or attend a church, synagogue or other spiritual gathering.
- ✔ Take time to thank your friends and family, and express how important they are to you. Be the first to raise your hand when they need support.
- ✔ Social media can help connect you to others with similar interests (i.e. weight loss, mental health, etc.) Apps like Strava can help build your social network through physical activity.
- ✔ Avoid spending too much time with people who are negative or critical of you or the world around them, or are involved in unhealthy behaviors such as alcohol or substance abuse.



Going public with your goals allows friends and family to know what you're trying to accomplish and how you plan to get there. Choose a few people in your personal social network and ask if they would periodically follow up on your goals. Explain why this change is so important to you and share a copy of your goals with them. It's a lot harder to let your friends down than it is to slack off when you're the only one who knows or cares about your goals.



A good support person or group:

- ✓ Holds you accountable to your goals
- ✓ Listens to you and is nonjudgmental
- ✓ Helps you solve problems and brainstorm new strategies
- ✓ Models healthy behaviors
- ✓ Provides positive feedback and celebrates your successes

3. Building a network of social support (continued)

What do I look for in a support person or group?

What type of support is helpful?



4. Accountability strategies

Accountability is critical to behavior change success. Even with the right information and the right intentions, you won't succeed if you let yourself off the hook when it's time to do the work.

There are two very effective ways to increase your accountability.

- 1. Challenge your excuses head on.** No matter how difficult your circumstances may be, the only way to succeed is to take personal responsibility for making things work out the way you want. Own your decisions and don't use excuses to let yourself off the hook.
- 2. Make a written contract with yourself.** A contract is a visible reminder of the commitment you've made to yourself as well as an effective tool to combat those pesky excuses. If taken seriously, you'll find it more difficult to break the contract than to overlook an ambiguous resolution to try harder. If you haven't already signed the contract form included in this workbook, do it now.

Challenging your common excuses

Observe your inner self – what goes on in your mind, especially when you don't want to do something that you know you should do? What do you say to yourself at that moment? Some excuses are much easier to identify than others.

For example, throwing in the towel just because you made one poor food choice is unnecessary. Other excuses are less obvious. For example, many people feel they don't have enough hours in their day to fit in some form of exercise or prepare a healthy meal. In most cases, it's a matter of improving time management.

Identify appropriate countermeasures

One solution is to begin thinking about yourself in a different light – one that puts you in charge. For each excuse or rationalization, think of an effective countermeasure. For example, if you find that your schedule is often so busy that you skip your workouts, spend a few minutes each morning planning what realistically must be done, what can be postponed, what might save time, and who might be able to help you get things done.

What is the most common excuse I use that gets in the way of my health and wellbeing goals?

What is a countermeasure I will practice?



4.1. Recalibrating self-talk

Everyone has trouble at times with negative self-talk. We're often our worst critic. The little voice inside may be telling you that you're not working hard enough or that you're not worth it and you should give up on your goals. It's not always a rational voice. Simply being aware of your inner dialogue weakens negative self-talk. Try to replace the negative belief with a countermeasure.

For example: Instead of saying, "I'm never going to lose weight, I just don't have enough willpower," say "I can lose weight if I stay focused, keep a food journal and manage my stress in a more effective way."

It's also important to respect yourself and others; you're more likely to feel better about yourself personally. Be kind and honest to others, as well as yourself. Building self-confidence can take time, so be persistent.

How does my negative self-talk get in the way of my goals?

How can I respond differently?

"Never let the fear of striking out get in your way."

-Babe Ruth

5. Nutrition

5.1. Nutrition guidelines and tips

We make many eating choices throughout the day, but it's our patterns over time that affect our overall health. Focusing on healthy eating allows us to feel good, sustain our energy, and, in turn, enjoy time with loved ones and pursue activities we're passionate about.

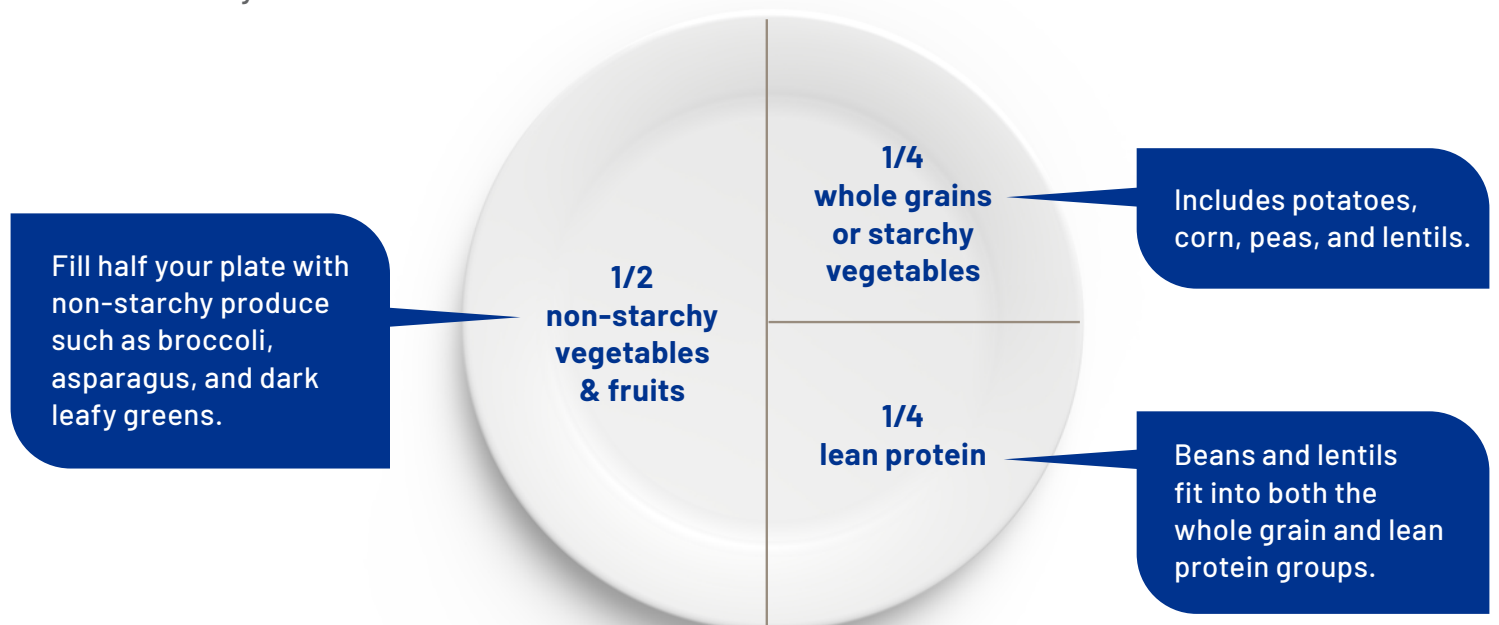
Here are some principles to guide you. For more comprehensive information, refer to the resources at the end of this workbook.

- ✔ Prioritize fruits and vegetables in every meal.
- ✔ Fill $\frac{1}{2}$ your plate with non-starchy vegetables like broccoli, leafy greens, and cucumbers.
- ✔ Reserve $\frac{1}{4}$ of your plate for whole grains, corn, or sweet potatoes.
- ✔ Allocate the remaining $\frac{1}{4}$ of your plate for lean proteins, such as beans, fish, or lean poultry.

By incorporating these guidelines into your daily routine, you can gradually build better habits and overall well-being.

Mostly plants on your plate

Making fruits and vegetables the focal point of every meal will help you meet your recommended amount each day.





- Eating a variety of colorful whole foods is essential for good health. These foods provide antioxidants that protect our bodies. Whole foods are also rich in fiber, which can help prevent many chronic illnesses.
- Women should aim for 21-25 grams of fiber each day, while men should aim for 30-38 grams. Foods like beans, lentils, green peas, raspberries, apples, bananas, broccoli, cauliflower, oats, and brown rice are excellent sources of fiber.
- Limit added sugar. Women should have less than 24 grams (6 teaspoons) per day, and men should have less than 36 grams (9 teaspoons).
- Reducing processed foods can help lower sodium intake, as they contribute to more than 80% of our sodium consumption.
- Focus on healthy fats from natural sources like olives, avocados, nuts, and their oils.
- Include omega-3 fats in your diet, as they help reduce inflammation. Good sources of omega-3s include salmon, herring, sardines, ground flaxseed, walnuts, grass-fed meat and dairy, and pasture-raised chicken and eggs.

Tips for Weight Loss:

- ✔ Instead of trying short-term diets that cut out food groups, focus on healthy habits you can maintain over time.
- ✔ To lose weight, create a calorie deficit of 500-1000 calories per day, leading to 1-2 pounds of weight loss per week.
- ✔ Keep a food journal to track portions and stay on track with your goals.
- ✔ Weigh yourself at least once a week, using the same scale and at about the same time of day, to monitor your progress.



5.2. Meal planning

Create a healthy meal planning strategy

1. Review your calendar

- Make note of planned activities and meals that will be eaten away from home.
- Create a planning calendar by marking each day as a column and each meal as a row. Fill in any meals that do not need to be planned due to scheduled events.

2. Get input and inspiration

- Ask those in your household for ideas to ensure you accommodate different taste preferences and food allergies.
- Look at cookbooks, magazines, apps, and blogs for new recipes.
- Check out our menu of options for easy breakfasts, packable lunches, and themed dinners.

3. Establish meals for the week

- As you plan your meals, aim to fill half your plate with fruits and non-starchy vegetables.
- Try to incorporate a mix of fresh and local.

4. Take inventory

- Check your pantry and refrigerator to see which ingredients you already have on-hand.

5. Create your grocery list

- Organize your list by the type of food or layout of your grocery store.
- Stay on budget – check your grocery store’s weekly flyer to see which items are on sale.
- Save your meal plan and grocery list, so you can repurpose meals that are new favorites.

6. Go grocery shopping

- Shop the produce section and the perimeter of the store and try to minimize time in the aisles with processed foods.
- Resist environmental and emotional cues by sticking to your list.
- Save time by using grocery pick-up or delivery.

7. Meal prep

- Depending on time and schedules, it may make sense to prep and cook some foods in advance.

8. Cook together

- From chopping to stirring, assign tasks to everyone in your family.

9. Eat together

- Practice mindful eating – slow down and savor your food.
- Engage in meaningful conversations at the dinner table.
- Get input on the meal. Consider questions like: What did you like about it? What ingredients could make it better? Would you make it again?

10. Store leftovers

- Refrigerate leftovers and enjoy them the next day. Or freeze for a future week!
- Use leftover ingredients in a future meal – try a stir fry or sheet pan meal.

Here are some menus that can be customized per dietary restrictions for Breakfast, Lunch, Snack, and Dinner:

Breakfast 5 Ways

Hot cereal with fruit

Start with whole grains, add fruit and then top with nuts or seeds.

Try these ideas:

- Oats, strawberries, blueberries, almonds
- Wheat berries, apples, raisins, walnuts
- Quinoa, mango, banana, hemp seeds
- Want something cold? Try overnight oats

Toast and nut butter

Try these ideas:

- Whole-wheat toast, almond butter, banana
- Whole-grain English muffin, cashew butter, blueberries
- Whole-wheat toast, peanut butter, apple
- Want something savory? Try toast with avocado

Yogurt and granola

Try these ideas:

- Yogurt, raspberries, blueberries, oat granola
- Yogurt, peaches, bananas, ancient grain granola
- Yogurt, strawberries, kiwi, grain-free granola

Smoothie

Start with low-fat milk or a milk alternative and then add fruit and leafy greens.

Try these ideas:

- Low-fat milk, pineapple, mango, spinach
- Almond milk, orange, banana, kale
- Oat milk, blueberries, raspberries, spinach

Egg white scramble

Start with egg whites, then add veggies and low-fat cheese. To make this vegan, use tofu in place of eggs.

Try these ideas:

- Egg whites, zucchini, kale, mozzarella
- Egg whites, onions, peppers, cheddar
- Egg whites, mushrooms, spinach, feta
- Want to try something new? Try baking in muffin cups

Lunch 5 Ways

Garden Salad

Start with leafy greens, add veggies and protein, and then drizzle with dressing or vinaigrette.

Try these ideas:

- Spinach, kale, avocado, tomato, cucumber, chicken, green goddess dressing
- Spinach, arugula, corn, peppers, tomato, black beans, southwest dressing
- Mixed greens, avocado, carrot, radish, salmon, sesame-tamari dressing

Grain Bowl

Start with whole grains, add veggies and protein, and then drizzle with sauce.

Try these ideas:

- Farro, spinach, tomato, basil, mozzarella, chicken, balsamic
- Quinoa, carrot, beet, tomato, broccoli, red onion, tofu, pesto
- Brown rice, mushrooms, kale, cucumbers, tofu, miso-sesame

Sandwich or wrap

Start with bread or a wrap made with whole-grains or nut flour, add a spread and protein, and then top with veggies.

Try these ideas:

- Whole-wheat bread, low-fat mayo, turkey, mixed greens, tomatoes, carrots
- Ancient-grain tortilla, avocado, black beans, onions, peppers, cheese
- Whole-grain pita, hummus, chicken, romaine, cucumbers, tomatoes

Soup

Start with a low-sodium broth and then add protein, veggies, and whole grains.

Try these ideas:

- Veggie broth, black beans, corn, zucchini, tomatoes, brown rice
- Chicken broth, chicken, onions, carrots, celery, farro
- Veggie broth, white beans, tomatoes, squash, kale, quinoa

Bento box

Start with a main dish packed with protein and whole grains and then add fruit and veggies.

Try these ideas:

- Chicken teriyaki with broccoli, brown rice, cucumber, radish, and blueberries
- Salmon salad, whole-grain crackers, celery, carrots, grapes
- Black beans with sweet potatoes, quinoa, kale, whole-grain tortillas or wraps



Snacks 5 Ways

Salty

Craving something salty?

Try these ideas:

- Baked tortilla chips and fresh salsa
- Almonds, cashews, pumpkins seeds, and unsweetened blueberries
- Edamame, sea salt, and lemon zest

Sweet

Looking for something to curb your sweet tooth?

Try these ideas:

- Banana, hemp seeds, and honey
- Apple and almond butter
- Berries and dark chocolate

Savory

Want something savory?

Try these ideas:

- Roasted chickpeas, avocado oil, and sea salt
- Plain, non-fat herb yogurt dip and pretzels
- Whole-grain toast, avocado, and pumpkin seeds

Crunchy

Craving something crispy or crunchy?

Try these ideas:

- Popcorn, olive oil, and herbs
- Carrots, pita chips, and hummus
- Baked beet chips and mashed avocado

Satisfying

Want something that will fill you up?

Try these ideas:

- Strawberries, banana, spinach, and almond milk smoothie
- Hard-boiled egg and everything bagel spice mix
- Low-fat cheese and whole-grain crackers

Dinner 5 Ways

Tacos

Start with a whole-grain base, add protein and veggies, and then wrap it up.

Try these ideas:

- Brown rice, ground turkey, onions, peppers, romaine wrap
- Quinoa, black beans, sweet potatoes, corn, whole-grain tortilla
- Brown rice, white fish, cabbage, avocado, almond flour wrap

Pasta

Start with noodles, add protein and veggies, and then stir fry sauce.

Try these ideas:

- Whole-wheat spaghetti, lentils, broccoli, tomato sauce
- Chickpea pasta, chicken, zucchini, kale pesto
- Zucchini noodles, shrimp, tomato, spinach, extra virgin olive oil

Stir-fry

Start with whole-grain, add protein and veggies, and then mix in sauce.

Try these ideas:

- Brown rice, tofu, broccoli, cabbage, peanut sauce
- Farro, chicken, carrots, peas, sesame-tamari sauce
- Quinoa, tempeh, pepper, onions, garlic-chili sauce

Burgers

Start with the protein, add veggies, and then wrap it up.

Try these ideas:

- Black bean burger, tomato, onion, butter lettuce, whole-grain bun
- Salmon burger, avocado, radish, romaine wrap
- Turkey burger, spinach, avocado, tomato, almond flour wrap

Plant-powered

Start with plant protein, add veggies and whole-grains, and then mix in sauce.

Try these ideas:

- Chickpeas, sweet potatoes, kale, quinoa, curry
- Lentils, eggplant, tomatoes, brown rice, harissa
- White beans, sun-dried tomatoes, arugula, whole-grain noodles, pea pesto

Meal planning journal

Using some of these ideas, map out a 7-day meal plan. Remember, if your lifestyle incorporates eating out occasionally, you can include that on the meal plan.

	Breakfast	Lunch	Snack	Dinner
Sunday				
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				

5.3. Cues to eating

Eating and drinking can be triggered by something other than hunger and thirst. These triggers are called *cues* and they can impact how much activity we do and how much food we eat.

Some cues are positive and drive healthy behaviors while other cues can lead to more eating and less activity. When we repeatedly respond to a cue in the same way, we form a habit.

We're often unaware of our cues and identifying them is useful in making long-term behavioral change.

Some common cues:

- ✓ Hunger
- ✓ Emotions
- ✓ Walking by the break room at work and seeing candy/sweets
- ✓ Attending parties or social events
- ✓ Time of day
- ✓ Sight or smell of food
- ✓ Social events
- ✓ Availability and access

What cues are difficult for you to resist?

What are my new responses?

Handling problem cues

- ✓ Plan ahead. Eat a healthy snack before going out to eat.
- ✓ Avoid the break room at work. Change the path to and from your desk if necessary.
- ✓ Don't keep unhealthy snacks at home or within reach.
- ✓ Discuss goals with friends and family and request to take a walk instead of eating out.
- ✓ If you associate watching television with eating, try taking a walk or do something more active instead.
- ✓ If you're offered unhealthy food in a social setting, choose a healthier option.

5.4. Daily Food Journal

Studies show that keeping track of what you eat is one of the most powerful tools to help you shed unwanted pounds and keep them off for good. Use this food journal to keep your diet in check. Once you've practiced with this journal, you may want to find an online program or app to support you going forward.

Date:

Meal	What I ate	How much	How I felt, where I ate, or other factors that influenced my food choices
Breakfast			
Snack			
Lunch			
Snack			
Dinner			
Beverages			

6. Physical activity

6.1. Physical activity guidelines

Current activity guidelines suggest getting at least 150 minutes per week of moderate-intensity aerobic activity or 75 minutes per week of vigorous aerobic activity, or a combination of both, preferably spread throughout the week. Activity of longer duration or of greater intensity offers additional health benefits. People of all ages benefit from daily physical activity.

Moderate activity:

- Walking briskly (2.5 miles per hour or faster)
- Recreational swimming
- Bicycling slower than 10 miles per hour on level terrain
- Tennis (doubles)
- Active forms of yoga (for example, vinyasa or power yoga)
- Ballroom or line dancing
- General yard work and home repair work
- Exercise classes like water aerobics

Vigorous intensity:

- Swimming laps
- Tennis (singles)
- Jogging/running
- Bicycling faster than 10 miles per hour
- Jumping rope
- Heavy yard work (digging or shoveling, with heart rate increases)
- Hiking uphill
- High-intensity interval training (HIIT)

Muscle-strengthening activities help to build or preserve bone mass and muscle strength. Strength training for all major muscle groups should be performed at least 2 days per week. One set of 8 to 12 repetitions of each exercise is effective, and 2 or 3 sets may be more effective.

Stretching exercises increase flexibility and reduce the risk for injuries and help your joints move better. Warm up the muscles before stretching and avoid pain. If it hurts, likely you have pushed too far.

Did you know? Your body burns three times more energy walking or doing light activities than it does at rest.



6.2. Cues to physical activity

Some of the physical activity cues that can deter your efforts include:

- Eating a heavy meal
- Not getting enough rest
- Feeling overly stressed
- Drinking alcohol
- Pain
- Being around others that do not value activity
- Prolonged sitting or lying down
- Environmental factors: weather, lack of gym access and sidewalks
- Feeling self-conscious in public settings

What are some of my negative physical activity cues?

6.2. Cues to physical activity (continued)

Positive physical activity cues include:

- ✔ Increasing overall physical activity and finding activities you enjoy doing
- ✔ Setting S.M.A.R.T. goals throughout the day
- ✔ Setting dates with a friend to exercise or go to the gym
- ✔ Keeping your gym mat, shoes or bike visible
- ✔ Creating reminders on your phone, or use a smartwatch to help you keep you moving around throughout the day
- ✔ Walking for 10 minutes after every meal

What strategies could I add to my routine?

What challenges do I face trying to implement a physical activity routine?

6.3. Physical activity log

One of the biggest barriers to regular physical activity is time. Finding time to be active can be difficult and easy to neglect. This physical activity log example is designed to help you get a better understanding of your own activity, including frequency, duration, and preferences.

Date	Activities	Duration	Notes
12/01	Stretching	15 minutes	Did Yoga

7. Stress management and resilience

7.1. Managing stress

Keep your stress in check

Stress is a normal part of life, and everyone experiences it in different ways and in different phases of life. Stress can be the motivating pressure to hit a work deadline, or it can be the signal that makes you flee from danger. Although some stress is normal, having too much or sustained for too long can send your body into overdrive and your physical and mental health can suffer. That's why it's vital to keep it in check.

What happens when you're stressed?

Your body goes into a fight-or-flight response. Your heart beats faster, your breath quickens, your muscles tighten, and your energy is at a high level. These feelings can affect your digestive system, immune system, heart health, and your mental health.

Although you can't always avoid your stressors, how you cope with them can make a big difference for your well-being.

Did you know? Most Americans report feeling stressed daily. Long-term stress can increase the risk of heart disease, digestive issues, sleep disturbances, weight gain and skin problems.



7.2. Stress triggers and healthy responses

Stress and anxiety can take a toll on your well-being and contribute to setbacks. You can't always control events, but you can learn new ways to cope with them. Be aware of past situations that have caused you stress.

Stress can come from:

- ✔ Physical environment (weather, traffic)
- ✔ Social environment (friends, family, colleagues)
- ✔ Physiological state (illness, fatigue)
- ✔ Your thoughts (anxiety, depression)

What are my sources of stress?

What can trigger this stress?



7.2. Stress triggers and healthy responses (continued)

What is my emotional or behavioral response to this stress?

Is this response working?

If your typical reaction isn't helping with stressful situations, maybe it's time to develop new strategies to manage your stress. What could be a new response to the stress trigger, or source of the stress? (Keep a journal, practice yoga or speak with a counselor?)

After you've tried this for a few weeks, think about what worked well and what didn't, and then revise your strategy. It might be a process of trial and error before you find the solution that works for you.

Six things you can do to manage stress:

1. Make healthy habits a top priority

Focusing on healthy lifestyle behaviors can help manage feelings of stress and anxiousness. Eat regularly (healthy food you enjoy is best), stay hydrated, pass on the alcohol, exercise regularly, and keep your sleep schedule the same. Try to avoid skipping breakfast or staying up too late.

2. Connect with family and friends

Go for a neighborhood walk, meet up for coffee, or arrange a video chat with someone you trust. It's natural to self-isolate when we aren't feeling our best but withdrawing from family and friends isn't going to help your mental health long-term.

3. Take time to relax and recharge

Practice yoga, listen to calming music, try mindfulness meditation or deep breathing, or just do a quick body scan to identify areas of tension and relax those muscles. Try an app, like Calm or Headspace, for guidance on these techniques.

4. Build a daily routine

A detailed schedule can help you feel less overwhelmed. Create a routine that allows enough time for getting daily tasks done and for self-care or relaxation. Try not to overwork yourself, as this can lead to burnout.

5. Focus on what you can control

When feeling overwhelmed with information or tasks, focus on the present moment and small things you can control. Think about a single, small part of your life that you have control over, that you can engage with easily, and that provides you with a boost to your well-being.

6. Express your feelings, including the negative ones

Write in a journal, cry it out, chat with a trusted friend or find a coach or therapist to talk with. It's normal (and human) to have feelings of anger, anxiety, fear and stress, but try not to dwell on your negative thoughts.

What strategies do I want to try to better manage stress?

7.3. Practicing mindfulness

Mindfulness is paying full attention to the present moment. It's noticing your thoughts, feelings and sensations without judging them. When we begin paying attention to the activity of our own mind, it's common to notice that we often judge our experience. We categorize what we like and don't like, what makes us feel good or bad.

Do you notice neutral experiences? When you do find your mind judging, don't stop it, just observe. Mindfulness is a focus on "being" rather than "doing." It can be used to reduce stress and anxiety, manage pain, improve sleep, and boost the immune system. When we're not mindful, we can develop automatic reactions to stress that can be harmful. We may perceive everything as a threat. Stress hormones are released, blood pressure and heart rate increases, and we're less likely to access the reasoning mind. We may get very angry at others, and get into a mindset of catastrophic thinking.

Formal practices of mindfulness include:

- ✔ Deep breathing
- ✔ Yoga
- ✔ Tai chi
- ✔ Meditation

Mindfulness is not:

- Multitasking
- Thinking about the past
- Creating and rehearsing future scenarios
- Worrying about what might happen
- Eating in front of the television

When am I being mindful?

When am I not mindful?



Informal practices of mindfulness:

- Allow yourself five minutes in the morning to be quiet, meditate, and relax.
- Eat slowly and pay attention to the flavors, textures, smells, and presentation of your meal.
- Focus on one task at a time, such as chores.
- Listen with intent, try not to multitask when listening to friends or family.
- Notice habitual ways of thinking, such as worrying about the future and self-blame.

What are some ways I'd like to integrate mindfulness in my life?

Tips on practicing mindfulness

- ✔ Allow thoughts to come in and accept them as they are.
- ✔ Thoughts and feelings come and go like clouds in the sky, they will pass.
- ✔ Tell yourself that your thoughts are just thoughts.
- ✔ When an uncomfortable feeling comes up, pause and simply notice before acting on it.

8. Sleep and well-being

Understand how sleep impacts your well-being and learn tips for better sleep

The basics behind sleep

Sleep is a naturally recurring state of mind and body. There are 4 stages of sleep that we cycle through several times during a typical night.

- **Stage 1 and 2** are considered light sleep in the sleep cycle.
- **Stage 3** is the deepest sleep of the sleep cycle. Most people spend up to 20% of their night in deep sleep. In deep sleep, your body repairs tissues, bones, and strengthens your immune system.
- **Stage 4** of sleep is Rapid Eye Movement (REM) sleep. Experts believe most dreaming happens in this phase.

Adults need 7 or more hours of sleep to promote optimal health.

Benefits of getting a good night's sleep:

- Boosts your immune system
- Prevents weight gain
- Strengthens your heart
- Improves mood, learning, and memory
- Increases productivity

Consequences of sleep deficiency:

- Poor physical health and decreased immunity
- Increased risk for chronic conditions
- Poor balance and motor skills
- Reduced alertness and attention span
- Cognitive impairment
- Emotional irrationality

Tips for a better night's rest

- ✓ Be consistent by going to bed and waking up at the same time each day
- ✓ Control your exposure to light and avoid bright screens 1-2 hours before bedtime
- ✓ Engage in regular physical activity
- ✓ Be smart about what and when you eat such as limiting caffeine and alcohol before bed
- ✓ Create a restful environment
- ✓ Learn ways to get back to sleep such as reading a book or writing down your thoughts
- ✓ Use relaxation techniques like deep breathing exercises or meditation

If sleeping is a challenge for you, what are a few strategies you might try to improve sleep?



9. Rewarding your progress

Changing habits is difficult and even small steps in the right direction should be celebrated. Rewards can help us stay focused on our goals and increase motivation. Rewards don't have to cost money but they should always be healthy in nature. Using food or alcohol as a reward can add unnecessary calories to your diet and the benefits are temporary. You may feel less motivated afterward.

Examples of nonfood related rewards

- ✔ Message
- ✔ Reading a new book
- ✔ Taking a walk or hike
- ✔ Taking a hot bath
- ✔ Playing a game

What are ways I can reward myself for my efforts?

10. Your contract for success

Give this to your doctor, health coach, or support person and come back to your contract when you feel especially challenged.

I hereby pledge to institute the strategies outlined in this contract to increase the likelihood of meeting my goal(s).

My wellness vision:



My long-term goals:

What strengths will I use to reach my goals?

My three-month goals:

What are my current barriers?

My motivators/values:

What steps will I take to overcome my barriers?

My confidence level that I will reach my goal is (10 being very confident):

NOT CONFIDENT 1 2 3 4 5 6 7 8 9 10 CONFIDENT

11. Notes and questions

Use this space to write any questions you may have for your health coach.

12. Member testimonials

"I enrolled in Health Coaching because I was curious but was a bit timid to fully engage at first. After a few sessions with the health coach, I was a believer! Having a professional that keeps you accountable, on track, and supported was key to my losing about 30 lbs. and many inches. I am wearing jeans that I haven't worn in 30 years, have more energy and feel better than I have in years! Thank you!"

- *Laura*

"My health coach helps me set goals, teaches me strategies to help make them happen, and ensures that I'm set up for success. I appreciate her validation and kindness, as we tackle my goals together."

- *Amber*

"It would be impossible to overstate how profoundly working with my coach has changed my life. After literally a lifetime of erratic, extreme "diet plans", I now feel confident in my ability to navigate body image, exercise, and nutrition behaviors with confidence, balance, and ease. This wasn't just learning new facts. My coach went deep and far with me to help me see and address so many root cause issues. My life is distinctly and enormously better because of my work with her."

- *Amy*

"I am so glad I joined this program. It helped me lose 40 lbs., but more importantly it changes the way I think about my health and the way I set goals. My lifestyle has completely changed from this time last year and there is no way I'm going back. My health coach was amazing, and I truly value the time I had with him and the impact he had on my life."

- *Elizabeth*

"I appreciated the support provided as a touchstone to keeping me focused on my goals as well as affirming positive ways to address challenges that would come up. It was an asset in providing self-care support, helping me to set time aside to pay attention and take care of health in midst of the pandemic, a very engaged work life and caregiver responsibilities. Thank you!"

- *Celia*



“Health coaching changed my life. I became a runner and look forward to exercising every time. Putting myself first was a hard transition but it was really worth it.”

- Jessica

“My coach was amazing. She was empathetic, kind, understanding, funny, and helpful. With her help I’ve developed strategies and tools to help me turn moving my body into a happy and long-term habit. I’ve lost about 30 pounds and have found a lot more equanimity in my life. I’m so grateful.”

- Anonymous

“Having a health coach has been surprisingly helpful. She is supportive, positive, and helps me come to my own conclusions about how to make healthier choices. She helps me set smart goals, and keeps me accountable and much more likely to follow through on the actions we plan out.”

- Tone

“I have reached my goal weight and I am confident that I will maintain my weight with the life skills I learned through the coaching that I received. I am very grateful for the program.”

- Ruth

“What I appreciated was the extra accountability of this program. I dramatically increased my workouts and saw a corresponding drop in my weight. I absolutely looked forward to sharing my progress reports with my coach.”

- Jimmy



Congratulations!

You've completed your Goal Setting Guide.

The steps you've taken to achieve your goal give you a blueprint for continued success. It's time to acknowledge your progress. Every step toward your goal is an accomplishment.

Staying motivated is essential to maintaining your goal as you move forward. Remember to:

- ✓ Reflect on how you faced possible barriers
- ✓ Think about how you evaluate your progress
- ✓ Renew your commitment to take action
- ✓ Reward yourself along the way

Ready to set new goals? Try out new ideas? Get extra support? Your Providence health coach is here to help. Call us at **888-819-8999** or **503-574-6000 (TTY: 711)** or visit at **ProvidenceHealthPlan.com/Member-Perks/Health-Coaching**



13. Resources

Providence Health Plan

[ProvidenceHealthPlan.com/Member-Perks/Health-Coaching/Resources-and-Tools](https://www.providencehealthplan.com/Member-Perks/Health-Coaching/Resources-and-Tools)

MyPlate

[MyPlate.gov](https://www.MyPlate.gov)

Providence Basecamp

[WelcomeToBasecamp.org](https://www.WelcomeToBasecamp.org)

CDC

[CDC.gov/PhysicalActivity](https://www.CDC.gov/PhysicalActivity)

Providence Blog

[Blog.Providence.org/Nutrition](https://www.Blog.Providence.org/Nutrition)

Physicians Committee for Responsible Medicine

[PCRM.org](https://www.PCRM.org)

American Heart Association

[Heart.org/EN/Healthy-Living/Healthy-Eating](https://www.Heart.org/EN/Healthy-Living/Healthy-Eating)

The NutritionSource, Harvard University

[HSPH.Harvard.edu/NutritionSource](https://www.HSPH.Harvard.edu/NutritionSource)

MyFitnessPal

[MyFitnessPal.com](https://www.MyFitnessPal.com)

Mealime (Meal planning)

[Mealime.com](https://www.Mealime.com)

Strava app

[Strava.com](https://www.Strava.com)

MapMyWalk

[MapMyWalk.com](https://www.MapMyWalk.com)

InsightTimer

[InsightTimer.com](https://www.InsightTimer.com)

Calm

[Calm.com](https://www.Calm.com)



Health For All

We believe everyone should have access to quality healthcare. Healthcare is a human right. And we're dedicated to the health and care of every member of the community because everyone's well-being matters.

Portland Metro area: **503-574-6300**

All other areas: **877-245-4077**

ProvidenceHealthPlan.com/HealthCoach