

# Taking Time to De-Stress

## 4 Simple & Effective Steps

### Spot the Signs of Stress

You may notice **physical, emotional, and mental signs** that you're experiencing high levels of stress — understanding your own response will help you to **recognise and manage it**.

These signs may include fast heartbeats, trouble sleeping, eating too much or too little, finding decisions difficult, being irritable, overwhelmed or having headaches.



### Deep Breathing & Meditation

When we're stressed, we can forget to breathe meaningfully and deeply, which can help to lower our heart rate and help us feel calmer. **Top Tip** - breathe in for seven seconds, hold for five seconds, and breathe out for seven seconds - simple, but hugely effective! Studies have also found that **meditation and mindfulness can help reduce stress and improve your mood**, so it's worth giving it a try!



### Time Management & Nutrition

Juggling what feels like a million tasks a day can make us feel overwhelmed and stressed. Empty your brain and take time to prioritise your workload by **writing a to-do list**.

Lacking focus, energy and feelings of overwhelm/stress can also be attributed to our diets. Review what you're eating and be sure to consume plenty of vitamins, minerals, and fruit and veg.



### Reach Out and Talk About It

Sharing your thoughts and feelings with others can help to relieve the weight on your shoulders (they say a problem shared, is a problem halved). Talk to friends, family or professional organisations like **Mind** or **Anxiety UK** if you're struggling. **Paycare Policyholders** and **Bundle Members** have 24/7 access to our **Confidential Helpline**, which offers support on many topics such as financial worry, relationship issues, grief, anxiety and much more.

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\*To check if the Confidential Counselling and Helpline Service is included in your plan, and for further information about the service, please refer to your Benefit Table.

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