



# SKILLS & STRATEGIES TOOLBOX

## Setting Healthy Boundaries

Healthy boundaries are key to well-being in all areas of life. Dedication and diligence are required to effectively align our boundaries so they are consistent with our values. Often there are so many incoming requests that it can be a challenge to do anything other than to react out of habit. Your habit may be to automatically say “Yes” even if it does not work for you. Or you may lash out in anger or frustration, pushing people away or withdrawing. Or you may be rigid and unbending. Regardless of how you tend to react, it is essential to take the time you need to clarify what you want and how you want to respond.

Consider a recent request. Write it down in the space provided.

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What is your immediate internal (and physical) response to this request?

Yes

No

I don't know

If your response is a clear “yes” or “no,” indicate your reason below. If your response is, “I don't know,” stop to consider whether your visceral reaction is to approach or withdraw. Why?

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Some other questions for consideration:

Is this request consistent with my goals?

Yes

No

Is this request consistent with someone else's goals?

Yes

No

Whose goal is it? \_\_\_\_\_

Is this request consistent with my values?

Yes

No

Benefits of saying “Yes”	Benefits of saying “No”
1)	1)
2)	2)
3)	3)
4)	4)

A quick version of this activity is to check-in with yourself throughout the day.

### Ask yourself: What do I want?

The answers to this simple question can provide valuable information and guidance for your decisions and actions.