

## Wellness Checklist

ACTIVITY	GOAL DETAIL	RESULTS							TOTAL
		MONDAY	TUESDAY	WED	THURS	FRIDAY	SAT	SUN	
<b>Health</b>									
<b>Emotional, Mental and Spiritual Wellbeing</b>									

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<b>Learning and Growth/ Professional Goals</b>									
<b>Social</b>									
<b>Other</b>									

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## Wellness Checklist (example)

ACTIVITY	GOAL DETAIL	RESULTS							TOTAL
		MONDAY	TUESDAY	WED	THURS	FRIDAY	SAT	SUN	
<b>Health</b>									
Way of Eating	8 Servings Of Fruit And Veg	x	x		x		x		5
Work Life Balance	3-15 Min Breaks				x				1
Yoga	20 Minutes Daily Practice	x	x	x					3
Cardio	Run Or Bike 30 Min To One Hour Each Day	x			x				2
Massage	Once Every 2 Weeks					x			5
<b>Emotional and Mental Wellbeing</b>									
Meditation	15 Minutes In Early Morning								
Wellbeing Strategy	Gratitude Practice 10 Min Journaling In Evening								
<b>Learning and</b>									

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<b>Growth/ Professional Goals</b>									
Study	Content Strategy Duke Univ. Course 1 Hr/Day In Eve.								
Networking	E.g. One Contact Per Week As Planned								
Coaching	Receive Once Every 2 Weeks. Prep 30 Min Ahead								
<b>Social</b>									
Social Connection	E.g. Call/See/Email A Friend Each Day								
<b>Other</b>									
Tasks/Project Work	Email Three X A Day.								
Focus	Prioritize Work Using Pomodoro Each Monday And Weekday								

## Wellness Checklist Instructions: 7 Steps to Success

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1. Select one to three new goals and write them down on the chart.
2. Add specific goal details—when, what, with who, where to make your goal concrete.
3. You may also choose to write down ongoing maintenance goals for each of the four main areas.
4. Every morning mentally relax and remind yourself of your intention to achieve your goals. Visualize success.
5. Tick completed boxes as you go or at the end of each day.
6. Post the chart in a visible location.
7. Do an end of day and weekday review to see how you did with your goals. Notice what you did well. Consider how you can enhance your chances for success the next week.

Contact me for sample checklists and additional worksheets you can use to journal, address barriers, and create new habits. If you notice your progress is slower than you would like, contact me for virtual or in-person success coaching. Coaching provides you with encouraging one on one support to focus on your intentions about why this matters to you. We will also address any barriers and habit patterns that are getting in the way and clear the road to success.

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