Sleep Management

A Workbook to help People Manage their Sleep
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Introduction

Welcome to the Course.

This booklet that we will be using has been developed to help us - to help you, feel less anxious and more in control of your sleep. By working together we hope to help you manage your sleep problems that are getting in the way of your ability to lead a happier life.

Many of you taking part in this group will have been referred by a health care professional who after talking with you has recognised that you would probably benefit from learning some skills and techniques that can help you improve your sleep.

The benefits of working on these problems in a group setting are huge. You will find that many of you have your own strategies that already work for you and may help others. Please remember when it comes to your own health –you are the expert! It may be that you will be able to support each other emotionally during and after the group has finished.
Session One

Course Rules

We have been running these courses for many years and although we are constantly making changes that ensure that we keep up with new evidence one thing never changes. We need course rules. They keep people safe and ensure that the course is run within a climate of respect. There are 4 main rules that we insist on.

- Anonymity
- Confidentiality
- Punctuality
- Respect

These and others will be discussed within the first session.

Developing a Shared Understanding about living with sleep problems

A long back as the 1960’s a psychologist named Lang worked out that there are 3 stages that a person experiencing distress goes through. Firstly they experience physical responses to stressful situations or worrying thoughts. People will notice – or can be helped to recognise the physical changes that often come before unhelpful thinking. Common physical responses they will reveal are a pounding heart and changes to breathing and sweating. People will then have a thinking response. This can be described as what the person who struggles to sleep well makes of the situation they are in. Very often the thought will be self critical or even catastrophic i.e. If I don’t sleep I will fail at work tomorrow or I’ll become ill. This usually leads to an unhelpful behaviour where a person does something unhelpful or more commonly avoids doing something as a result of the original fearful thought.

We think we can help you to work through your own shared understanding. If together we can do this we can help to create a way of working to address psychological needs as well as physical issues. This approach highlights that the two are closely linked.
Situation

James has become distressed because of his poor sleep – James aged 49 has been experiencing problems with sleep for a considerable time and he is becoming increasingly anxious about how this is impacting on his ability to work.

James notices that an hour or so before he gets ready to go to bed that he feels on edge and fidgety. He realises that he is worried about whether or not he will have a good night’s sleep. Then he notices that his heart is pounding and he feels tense. He tries to ignore the feelings but the more he tries to do this, the more uptight he becomes. His thoughts change – now he starts to think about how busy he will be at work tomorrow and wonders how he will cope if he does not sleep well. James decides that he must take a sleeping tablet otherwise he will not be able to sleep. A few minutes after doing this he notices that the tension that he feels has stopped and his heart is back to normal. His thoughts change again. He now becomes very down on himself because he does not want to rely on sleeping tablets to get a good night’s sleep. He realises that this behaviour is not helping the problem. The physical feelings change again – now he feels flat because he has let himself down.

In essence both James and you are living within a ‘circle of stuckness’. Have a look at the diagram below – do you sometimes find that the strength of your physical response to stress feels awful? These feelings are made worse by your worrying and (probably) critical thoughts and as a result you find that your behaviour does not help you to get a good night sleep. In fact in many cases it prevents you having a good night sleep.

The Circle of Stuckness

Understanding your Distress
1. Firstly think back to the last time you couldn’t sleep. The physical
changes that often come as a result of experiencing difficulty coping
with sleep might be - a pounding heart, changes in breathing and
sweating. Does this sound familiar? What did you notice?

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2. These physical changes may have provoked understandable, though
unhelpful, thinking. Very often the thinking will be self-critical or
even catastrophic i.e. *If I don’t sleep I will have a terrible day
tomorrow or I will become ill.* Does this ever happen to you?

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3. This thinking in turn encourages people to behave in a range of
ways, some helpful and some not. Think back to when you were
last distressed about your problems with your sleep. What did you
do and did it help?

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Keeping a Sleep Diary and Identifying your sleep window

Over the course of this 6 week course we will ask you to start to keep a sleep diary (See Appendices). The purpose of keeping a sleep diary is to help you identify your sleep window and help you monitor your sleep, and gain an understanding of what tools and techniques may help you improve the quality of your sleep.

Everyone has a sleep window as a result of our body’s circadian rhythms and the natural production of melatonin a chemical that aids the sleep process. The production of melatonin starts in the early evening, when the retinas in our eyes notice the change from daylight to dusk.

**TOP TIP** – Our brightly lit homes can interfere with our natural melatonin secretion, so you could think about dimming your lights in the evening prior to going to bed.

Our sleep window lasts for about 30 minutes and is a time when our bodies are prepared to sleep. If you find that you are able to fall asleep within 15 – 20 minutes of going to bed you are probably going to bed at the right time.

**TOP TIP** – It is really helpful to think about your sleep window as if it is an express train. Don’t worry if you miss your sleep window, because just like an express train there will be another one along in a hour or two.

Keeping a sleep diary as part of this course is a crucial step in helping you to overcome sleep problems. You should try to set a regular time each morning when you can remember how your sleep was to fill out your diary.

**TOP TIP** – Please do not try and keep your diary by filling it in at night this will just keep you awake.

Please fill in the sleep questionnaire on the next page. Bring this back for the next session. At the end it will be helpful to look back and see what has changed.
Sleep Questionnaire

Below are some questions concerning your sleep. Please answer all the questions. If your times for going to bed and so on vary greatly, give ranges (e.g. 10-11pm).

1. For how long do you sleep at night?

2. After settling down, how long does it take you to fall asleep?

3. How often do you wake up too early in the morning? (tick one box only)
   Never
   Seldom
   Sometimes
   Often
   All the time

4. Do you usually wake up during the night?
   Yes
   No

5. If yes: what usually wakes you? Answer in your own words:

6. How many times (on average) do you wake each night?
7. For how long are you awake on each of these occasions?

8. At what time do you usually go to bed?

9. At what time do you usually wake up (in the morning)?

10. At what time do you usually get up?

11. How refreshed do you usually feel when you wake up in the morning? (Tick one only)
    - Very Refreshed
    - Quite Refreshed
    - Un-refreshed
    - Tired
    - Shattered

12. In general, how much sleep do you think a person your age needs?

13. Have you ever had serious trouble with your sleep in the past?
    - Yes
    - No
14. Have you gained or lost weight in the last few months? (tick one only)

Yes, I have gained weight.
Yes, I have lost weight.
No, I’m about the same.

15. Before the present problem how would you have described yourself (tick one only)?

A very good sleeper.
A good sleeper.
An average sleeper.
A poor sleeper.
A very poor sleeper.

16. How would you describe yourself now? (tick one only)

A very good sleeper.
A good sleeper.
An average sleeper.
A poor sleeper.
A very poor sleeper.

17. Do you usually take a nap during the day?

Yes
No

18. When do you usually nap (and give length of each nap)?

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Session Two

Before we begin session two it is really important that we first have look together at the sleep diary and at the sleep questionnaire.

- What can we learn about our patterns during the day, before we sleep and at night?
- What can we learn about our beliefs about sleep?

At this stage of the course it is unlikely that your true sleep window has started to emerge. You must keep dairying.

The Paradoxical Sleep Affect

**Situation:** Not falling asleep in 20mins

**Physical Feelings**
- Tense
- Irritable
- Hot
- Fidgety
- Increased heart rate

**Thoughts**
- This isn’t working
- I won’t be able to perform tomorrow
- If I don’t get 9 hours I will......

**Behaviour**
- Cross with self
- Imagine worst case scenario’s
- Clock watching
The course facilitators will now explain how our worries about sleep are very often the cause of many of our problems with sleep, paradoxically our worrying keeps us awake. Much of this worrying is characterised by peoples capacity to over exaggerate our fears regarding the consequences of not sleeping.

Have a go at completing the table below. Fill in the boxes based on what really happened last time you had a bad nights sleep.

<table>
<thead>
<tr>
<th></th>
<th>Before</th>
<th>During</th>
<th>After Waking</th>
<th>After/After – 2pm the next day</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical Feelings about sleep</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Thoughts about sleep</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Behaviour because of sleep</strong></td>
<td></td>
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</tbody>
</table>

When you have worked through the process have a think about what this can tell us about our worries about sleep and about the reality of not sleeping. For most of us our worries are proved to be real but greatly exaggerated and at 2pm the day after a poor nights sleep most of us are coping well with whatever our day throws at us.
Sleep Hygiene Check List

- Do you expect 6-8 hours of sleep?
- Do you have regular domestic habits
- Could your bedroom be quieter/more comfortable?
- Do you drink caffeinated drinks? - when?
- Do you use alcohol as a sleep inducer?
- Do you have a pre-sleep routine?
- Do you nap habitually?
- Are you tired on retiring?
- Do you choose when to go to bed?
- Are you active during the day?

Having worked through the sleep hygiene check list what have you learnt about you’re your current sleep routine and beliefs? What can you now begin to change?

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Remember please continue to keep your sleep diary and start to make the changes we discussed as part of the course.
This sheet is to remind you of the advice given at today’s session

- Don’t expect too much from your sleep. As you get older it is quite normal for sleep to become shorter, lighter, and more broken. You may also find that your normal sleep routines are more easily disturbed. Rather than changing your sleep, you may need to adjust your expectations and your habits. For example, you may be going to bed too early. Do you really need as much sleep as you think?

- Avoid those things which can prevent or disrupt sleep (even if these things have never been a problem in the past). Learn to take more care of your sleep. For example, try drinking less tea or coffee (especially close to bedtime). If you have to get up in the night to go to the toilet, perhaps it is best to avoid late night drinking altogether.

- Is your bed comfortable enough, and is your bedroom quiet enough?

- It is extremely important to keep regular habits. In particular, avoid excessive daytime napping, or long lie-ins in the morning.

- Try to keep at least fairly active during the day, but allow time to ‘wind down’ in the evening.

- If you have a medical complaint that seems to interfere with your sleep (for example, a condition that causes pain or breathlessness at night), see your doctor and explain the problem.
Session Three – Relaxation and new rules for sleep

Before we begin session three it is really important that we first have a look together at the sleep diary and discuss progress with making those changes we discussed together last week.

In today’s session we discuss how both physical and mental relaxation is a normal and natural part of good sleep. As we drift into sleep we experience several changes both in our physical arousal and in our thinking pattern.

With sleep:
• Breathing slows down.
• Heart rate slows down.
• Muscles relax.
• Patterns of thinking change from problem solving which is usually in words, to thoughts in pictures and images.

These changes are a normal and natural part of good sleep, just as it is normal for our heart rate and breathing to speed up when we take exercise. When we prepare for sleep we begin the process of putting our minds and bodies to bed. Over the last two weeks you have begun to help this process by keeping exercise to the day and making space to wind down at night. You have begun to remove or reduce those things which can get in the way of good sleep, such as coffee, tea, daytime maps and sleep incompatible behaviours in your bedroom. Now you can build upon this and give the natural process a helping hand, by learning good, deep relaxation; you will also stop your mind from racing, you will keep out thoughts which might otherwise get in the way of sleep and you will help the natural shift in your thinking from words to pictures. This will help you to achieve a relaxed state and allow you to drift into sleep.

Practise

• Set aside 25 minutes, at a convenient time when you will not be disturbed, each day. Practice relaxation using your tape or from memory if preferred. The more you practice the deeper your relaxation will become and the more it will help you to achieve a good night’s sleep.

• Once in bed, settle down prepared to sleep and again go through the relaxation. At the end, try to hold in your mind the details of your pleasant image. Hold this as vividly as you can; see the colours and movements and hear the sound etc.
REMEMBER

• Be aware of excuses which prevent you from practising every day.
• Don’t fall asleep during practice or in the daytime.
• Don’t expect changes in your sleep just yet, it takes time. Just enjoy the relaxation.

7-11 Breathing

This exercise is designed to regulate your breathing if it becomes disturbed as a result of your stress levels rising quickly particularly in that period before going to bed. It also helps relax you by stimulating your parasympathetic nervous system so long as you ensure your “out” breaths are longer than your “in” breaths.

○ Assume a comfortable position if possible and close your eyes if you wish.

○ Count to seven in your head (over a period of about 4-5 seconds) and then count to eleven in your head (over a period of about 7-8 seconds). You do not need to be precise, this will just give you some idea of the length of your “in” and “out” breaths.

○ Take a slow breath in to the count of 7.

○ Hold for a few seconds.

○ Release your breath “out” in a controlled and slow manner to the count of 11.

○ Hold for a few seconds.

○ Repeat as necessary (usually it is necessary to do this at least 5-6 times in order to feel any real benefit. You may continue for as long as you feel comfortable.)
Relaxation

Relaxation helps to reduce anxiety and stress and as a result helps people to sleep better. It is a useful way to keep in good mental health. People are not always very good at taking time out for themselves, but usually feel better when they do.

There are a number of ways of relaxing and you need to choose a way that works for you. You can combine more than one way of relaxing.

On the following few pages you will find some relaxation information. It details breathing exercises, physical relaxation techniques and thought relaxation techniques.

It would be a very worthwhile task to read this information thoroughly and experiment with the different techniques. Not all of the techniques will be beneficial for every individual and some people may experience more benefit than others, however, most people will gain something.

Use the space below to document the techniques you find most useful, or any other information you feel is relevant to your ability to gain benefit from relaxation.

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Body scan

This exercise can be used as a precursor to stretching or tensing techniques, or used in its own right as a method of relaxation.

○ Assume a comfortable position and close your eyes.

○ Take a few long deep slow breaths.

○ Focus your mind on how your body feels and scan up from your feet to your head identifying any areas that are causing you discomfort.

If using this technique to aid stretching or tensing techniques begin these exercises now. If using the body scan to relax, please continue.

○ Taking each identified area of discomfort, starting with the lowest point first.

○ Take a long deep breath to the count of 7.

○ Focus on the area of discomfort.

○ Exhale to the count of 11 in a slow and controlled manner, imagining your discomfort flowing out of your body with the exhaled air.

○ Repeat for each area of discomfort as many times as necessary to feel an improvement, before moving on to the next.
Progressive muscular relaxation

You might find it useful to conduct a body scan before this exercise.

- Assume a comfortable position and close your eyes.
- Take several deep slow breaths and let go of your inhibitions.
- Focus your mind on each of the following body parts in turn and concentrate on tensing them as hard as you can before you release. The tighter you tense, the more beneficial the relaxation will be.

  > Feet
  > Ankles
  > Lower legs
  > Knees
  > Upper legs
  > Bottom
  > Lower back
  > Lower abdomen
  > Sides of torso
  > Tummy and back
  > Chest
  > Shoulders
  > Upper arms
  > Lower arms
  > Wrists and hands
  > Neck
  > Head and face

When you have completed this technique, enjoy the feeling of relaxation that you have achieved for a few moments before bringing yourself slowly back round.

Now listen to your relaxation CD or click onto the relaxation download www.Changingmindscentre.co.uk
Guided meditation

The purpose of this technique is to distract us from our negative thoughts and to transport us far away from them. To practice this meditation you will first need to devise your own ‘guide’, perhaps incorporating your favourite places, people, smells, sounds, sensations and emotions to create an ‘idyllic place’ for you to travel to.

○ Assume a comfortable position and take a few slow deep breaths.

○ Transport yourself to your ‘idyllic place’ (by either writing it down and reading it or recording it and listening to it).

○ Experience all the smells, sounds and other sensations that are in your ‘idyllic place’ and try to ‘lose’ yourself by completely forgetting your current surroundings and distractions.

○ You should aim to stay in this “place” for at least 5-10 minutes, although when you start practicing this technique it will be very hard to manage more than a few minutes or even seconds before your thoughts begin to wander. If this should happen merely try to guide your thoughts back your idyllic scene.

○ Once you are able to do this you will have a very real feeling that, for a few moments, you managed to escape from all your negative emotions.

Recording

You can record your level of relaxation in the diary on the next page.

○ Practise relaxation at least 4 times a week for at least 30 minutes.

○ Relaxation does not come easily to many of us and like any other skill needs to be practised.

○ Keep your diaries and look at them to monitor your progress

If you do not find a method of relaxation that is helpful after 2-3 weeks, then a different therapy may be needed. Your guide will help you.
## Relaxation Diary

### Relaxation diary

Using the following scale, measure the level of relaxation you felt before you started your session and at the end of your session.

<table>
<thead>
<tr>
<th>0</th>
<th>2</th>
<th>4</th>
<th>6</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>not at all</td>
<td>slightly</td>
<td>moderately</td>
<td>very</td>
<td>completely</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Level of relaxation before relaxation exercise</th>
<th>Level of relaxation after relaxation exercise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
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<td></td>
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<tr>
<td>Tuesday</td>
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<tr>
<td>Sunday</td>
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<td></td>
<td></td>
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</tbody>
</table>
Some more rules about sleep that you may wish to implement

Beds and bedrooms are very important ‘signals’ for sleep, and actually make a lot of people feel quite sleepy. For those with insomnia, however, these important signals may be lost.

Listed below are the rules we need to consider

• Try to go to bed at the same time each night and settle down to sleep as soon as possible.

• If you have not gone to sleep after about 25 -30 minutes, get up and leave the bedroom until you feel tired again.

• It is important that you do not use your bed for anything except sleep and sex. Avoid activities like reading, smoking, or listen to the radio or watching TV in bed. If you can’t sleep, get up.

• Get up at agreed time even if you feel tired or in need of more sleep.

• Try to keep active during the day and avoid napping.

• Go to bed at the agreed time. Before putting these rules into practise, you may find it helpful if you first prepare a room where you can sit during sleepless periods, and tell other people in your household about your sleep treatment.
Session 4 - Becoming more compassionate with yourself about sleep

Before we begin session four it is really important that we first have a look together at the sleep diary and the relaxation diary and discuss progress with making those changes we discussed together last week.

Very often many people who struggle to sleep become very critical and over-hard with themselves. This section of the course helps you to get more in touch with what we call your ‘Compassionate Friend’.

Step One – Spend some time doing a breathing exercise and perhaps the body scan – this is in order to feel calm.

Step Two – Now look at the list of the qualities that a compassionate friend would need to have in order to help you through difficult times. Read them out to yourself and as you do this see whether any faces or images of people you have watched on TV, seen in Films, read about or even just know of ‘pop’ into your consciousness.

- Kind
- Firm
- Compassionate
- Wise
- Understanding
- Generous
- Humorous
- Non-judgemental
- Patient
- Reliable

It may help you to have a look through some of the images of some ‘compassionate friends’ Of course it is likely that you will find your own ‘friend’ but if you are struggling then the images may help.
Step Three – Now close your eyes and try and ‘build’ your image of your compassionate friend. Think about how they look, what they are wearing, what their voice sounds like and even how they smell.

Step Four – Are you comfortable with who you have chosen? If so try checking with them about some of your worrying or self-critical thoughts.

- Are the answers you get wise?
- Compassionate
- Non blaming
- Kind
- Firm
- Understanding of you?

If so this is probably someone that you can access and use to help you make the right judgements and the best decisions for you.

Well done you have a compassionate friend!

How do I use my compassionate friend?

There will be times (particularly at night) when you feel uncertain about the way you are thinking about things, about the decisions you need to make. At other times you will find yourself being over hard on yourself or others.

At these times you may find it useful to close your eyes and use your visualisation skills to ‘bring up’ your compassionate friend and spend some time with them. Ask them questions or simply spend time with someone who truly has your interests at heart.

Have a go at using this approach to help become a bit more compassionate with yourself and others.
Session Five – Be more in control of the worries that keep you awake.

Before we begin session five it is really important that we first have a look together at the sleep diary and discuss progress with your use of your compassionate other.

**Put the Day to Rest**

In today’s session we discuss ways of putting the day to rest. It is helpful to pre-empt bedtime thoughts by rescheduling them to earlier in the day. Set aside time to pay attention to these thoughts, a good way is to write them down, perhaps in the form of an end of day note we can write details of the day past and the day to come, and we can try to tie up loose ends.

We can use special techniques to challenge and change particularly troublesome thoughts. These thoughts may be about anything at all, but very often they are about sleep itself. For example:

**Negative Thoughts**
- I am never going to sleep tonight.
- I won’t cope tomorrow.
- I will get sick if I don’t sleep.

**Realistic Thoughts**
- I always fall asleep eventually.
- I will be tired but I will cope.
- Insomnia does not cause illness.

Everyone else is asleep.

**Change negative thoughts to realistic thoughts by challenging your beliefs.**

Catch the thoughts you want to clock or challenge. Although these thoughts are unhelpful they are often involuntary, habitual, negative, exaggerated or even defeatist. You can change these into more realistic thoughts by asking yourself:

1. Is this thought or fact?
2. Am I jumping to conclusions?
3. What is the evidence to support this thought?
4. What is a more realistic alternative to this thought?

**Remember for every negative thought there is usually a more realistic alternative. Use this to help challenge thoughts during your 'pre-emptive thinking time' in the late afternoon or early evening.**
**Assigned Worry Time**

Many of us who struggle to sleep find ourselves worrying too much. We worry about our job performance, where our relationships are heading and about the choices we make in life. We may even dread tomorrow.

Here’s a personal discipline to develop. The next time you catch your mind racing about some fear or uncertainty make a note to think about it later. At first, you might want to carry a little notebook to jot down a three or four word reminder. Put the notebook in your pocket and go on with your day.

Then, you can allow yourself a reasonable amount of time perhaps 20 – 30 minutes to think about your worries until you feel satisfied. You may find it useful to schedule your worry time. In this way, you can get all your healthy worrying done in a helpful way.

How to do it:

1. Write down all your worries onto a blank sheet of paper, don’t think about them too much just list them.

2. Now look through your list and put a line through any worries that aren’t really yours (e.g. two friends who aren’t getting on and this is worrying you or your boss has a very difficult meeting that may not go well). These are not your worries.

3. Choose one of your remaining worries and do one thing about that single issue. It doesn’t matter if the step you take is a small one. You’ve done something rather than merely worrying.

4. When you have taken that important step you can then relax. Choose when your next assigned worry time will be. Like anything this takes practice. After a while you may find that you feel more in control of your life. Be sure to give yourself a pat on the back.

**Using the SSTA Method**

The SSTA method is a really effective method that can help you to take control of your thoughts but it works best when we are aware of our ‘states of tension’
**States of Tension (SOT)**

Spend some time looking at the table below and consider what state of tension we ideally need to be at if we are to help ourselves. A persons state of tension can be determined by their physicality combined with their speech.

<table>
<thead>
<tr>
<th>State of Tension</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>An individual at this level will present as being very lethargic and slowed down. Their levels of motivation would be low to the degree where they would struggle to converse.</td>
</tr>
<tr>
<td>2</td>
<td>At this level the individual may be able to hold a conversation but they would appear tired and lethargic.</td>
</tr>
<tr>
<td>3</td>
<td>At this level people can listen and learn but they continue to present as being slowed down.</td>
</tr>
<tr>
<td>4</td>
<td>At this level an individual will present as being calm but alert. Their speech will be cogent and they will listen well.</td>
</tr>
<tr>
<td>5</td>
<td>An individual at level 5 will present as being very interested and keen. They will appear as alert and very motivated. Their speech may be excited and keen.</td>
</tr>
<tr>
<td>6</td>
<td>A person at this level will struggle to sit calmly. They may be fidgety. They will appear keen to listen but may not be able to concentrate for long.</td>
</tr>
<tr>
<td>7</td>
<td>An individual at level 7 may not be able to sit still at all. They may appear tense and distracted. You may need to speak slowly and repeat yourself.</td>
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<tr>
<td>8</td>
<td>At level 8 an individual will be very agitated and will be unable to sit for long. They will speak very quickly and will struggle to retain information.</td>
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SSTA

When your thoughts are racing and are self-critical or catastrophic we need to be able to quickly gain control and think sensibly.

STOP – Very often our thoughts race in bed particularly when we are struggling with our sleep. We need to stop lying in the same bed. Move to another place of rest.

SLOW DOWN – You know how to do this and what works for you. It might be 7-11 breathing, it may be that you listen to your relaxation CD or you may choose to do a body scan. This is fine as long as you are only doing this to slow down and not to sleep.

THINK DIFFERENTLY – At this stage you may need to remind yourself that you have already dealt with a number of your worries by doing the assigned worry time. You may find it useful to engage with your compassionate other. What about being firm with yourself and putting your worrying thoughts in court.

1. Is this thought or fact?
2. Am I jumping to conclusions?
3. What is the evidence to support this thought?
4. What is a more realistic alternative to this thought?
5. Am I asking questions that have no answers? What happens when I change this to ask “what can I do about this problem/issue?”

ACT DIFFERENTLY – At this stage you need to act in the manner that your calm mind thinks best. Part of this stage is also about changing your demeanour. Do still look worried or down? If so act differently. Smile, change your posture. Congratulate yourself.

Put this into action over the next week. Practice is very important.
Session Six – More CBT and putting it altogether

Before we begin session six it is really important that we first have a look together at the sleep diary. What does it tell us about the improvements we have made together? We also need to discuss progress with your use of assigned worry time and the SSTA method. Now have a look at the table below. It can sometimes help if we recognise that our thinking is sometimes unhelpful.

<table>
<thead>
<tr>
<th><em>UNHELPFUL THINKING</em></th>
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<tbody>
<tr>
<td>Mind reading</td>
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<td>Fortune telling</td>
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<tr>
<td>Jumping to conclusions</td>
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<tr>
<td>Black and white thinking</td>
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<tr>
<td>Shoulds and musts</td>
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<td>Catastrophising</td>
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<td>Judgements</td>
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<td>Self criticism</td>
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</table>
Now that you have highlighted some of the types of thoughts that often affect sleep have a look at a strategy for challenging those unhelpful ways of thinking. Remember your compassionate friend can you imagine what he/she/it may say to you were you to be able to think more sensibly and compassionately?

Testing the reality of unhelpful thoughts – reaching a fair and realistic response

1. What is the evidence? Do I have any evidence to support it (facts, not assumptions)? Is there any evidence that may suggest it is not true? Would other people say the evidence supports the thought? If not, what other conclusions may they or you draw instead?

2. Is there an alternative way of looking at this?

3. Is there an alternative explanation.

4. What is a less extreme way of looking at the situation? How would my more compassionate and rational side view this?

5. How would someone else think about the situation? How would they react? Can you ask other people?

6. What would I say to someone else thinking and feeling like this? Imagine they were in front of you, what would you say, what would you suggest they do?

7. What thinking errors am I making?
Well done you have reached the end of the course!

Your treatment in now complete and in today’s session we considered your progress, and reviewed the advice you have been offered so far. Perhaps there were some treatments that you found particularly helpful. If so, we would encourage you to use that particular approach in future. At this stage it is important to emphasise, however, that all the advice you have been given can help to both treat and prevent episodes of poor sleep. The following points, therefore, are intended to help you manage your own sleep.

- Try to avoid, as best you can, those things which are likely to disturb your sleep.
- Remember that, if you do experience periods of poor sleep, there are many things that you can do to help yourself.
- Continue to practise the relaxation techniques you learned in the clinic.
- Continue to use the thinking techniques which help to control unhelpful thoughts.
- Keep your manual in a safe place, and refer to it if necessary.
- Finally, it is realistic to expect some poor nights in the future. This does not mean that your sleep is out of your control.

Remember, you are still in a position to help restore satisfactory sleep.

**No Need to Try to Sleep**

- Remember there is no need to try to sleep
- Sleep in natural and if we remove the things that keep us awake we will go off to sleep, even if we try to stay awake!
- GOOD sleepers never try to sleep; they just let it happen. You can join them with the techniques you have learned over the last few weeks.
- Don’t expect too much too quickly, it takes time.
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**Sleep Diary**

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1 Not well | 2 Moderate | 3 Very well | 4 | 5

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