

STUDENT REFLECTION WORKBOOK

Toolkit for the prevention of burnout syndrome in
College and University students



CONSORTIUM NATIONAL
DE FORMATION EN SANTÉ

Volet Université d'Ottawa

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The *Consortium national de formation en santé (CNFS)* is a consortium of post-secondary educational institutions offering French-language programs in various health disciplines. CNFS's mission is to ensure the implementation of an expanded post-secondary network of French-language training and research that improves access to health and social services for Francophone minority communities (FMCs).

The University of Ottawa is one of 16 CNFS partner institutions. At the University of Ottawa, CNFS is helping to provide greater access to programs of study in the healthcare field to Francophones from minority communities. This contribution

translates into increased capacity in a dozen disciplines offered by the Faculties of Health Sciences, Social Sciences and Medicine.

These programs also help increase the presence and contribution of French-speaking healthcare professionals to fully meet the health needs of their communities and make a significant contribution to their well-being and growth.

Editorial

The CNFS – University of Ottawa Chapter team designed this workbook as a complement to the training developed as part of the *Toolkit for the prevention of burnout syndrome in college and university students project*.

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BACKGROUND

A survey published in 2016 conducted in more than 41 academic institutions in Canada, amounting to approximately 44,000 college and university students, shows that one-third of them suffer from a mental health problem that can have a negative impact, not only on their well-being, but also on their academic success (Global and Mail Education, 2021).

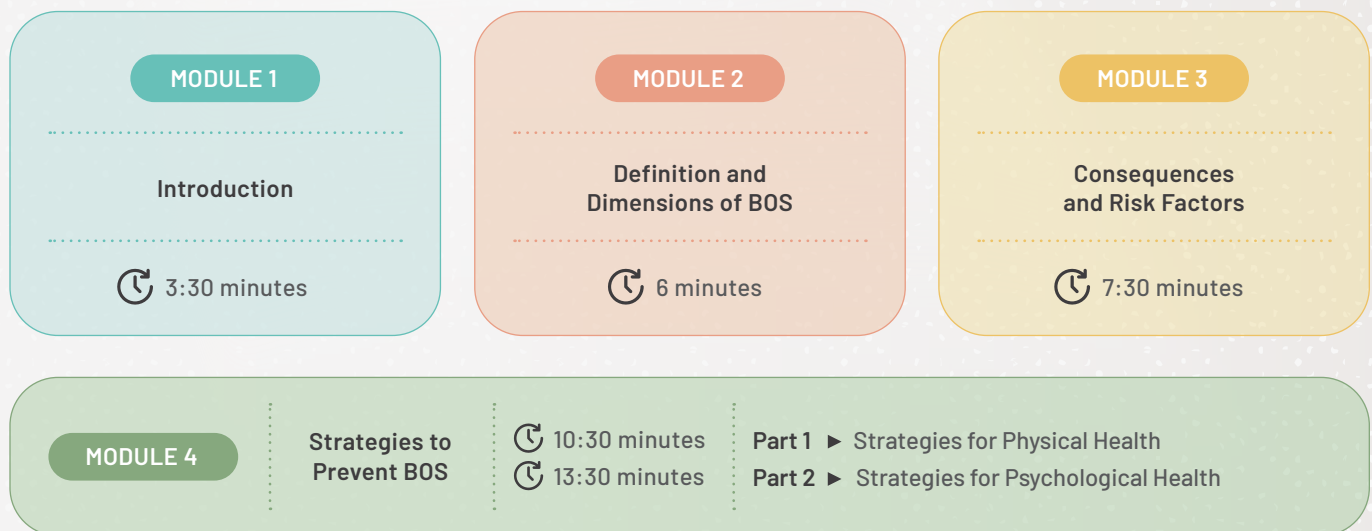
The *Toolkit for the prevention of burnout syndrome in College and University students* was designed to better equip you to prevent the onset of professional or student burnout syndrome (BOS).

This kit will enable you to:

- ▶ Differentiate between the three dimensions of BOS
- ▶ Identify individual risk factors present in your academic environment, clinical rotations and future workplace
- ▶ Identify the consequences of BOS on the individual and on healthcare
- ▶ Implement strategies that reduce the risk of developing BOS

This Kit Includes


- ▶ **A 50-minute training session**, divided into four modules, presented in video format, interspersed with 20 to 25 minutes of reflection time.



- ▶ **A student workbook (this document)** for recording answers to the questions found in the training modules. This enables participants to document their reflective process throughout the course.
- ▶ **A companion booklet** for professors that provides additional information to enrich classroom discussions with students. Questions, content and teaching methods are suggested.

HOW IT WORKS

OPTION 1


 **50-minute self-directed learning.** It is possible to take breaks throughout the training. The complete viewing can be spread over several days.

To maximize your reflections on the subject and maximize benefit from this training, we recommend that you follow the suggested steps and reserve approximately 90 minutes in your schedule (50 minutes of viewing and 20 to 25 minutes of reflection).

The following steps are then suggested:

- ▶ Answer the reflection questions in your notebook by following the instructions.
- ▶ Take the time to think things through; this will make the training even more beneficial!
- ▶ If the training is part of a course, you can send your PDF workbook to your professor, if required.
- ▶ Keep your answers and reread them in the coming weeks to motivate yourself to apply the different strategies proposed.

OPTION 2

 **150-minute in-class training** with reflection facilitated by the instructor in real time.

When training is carried out in real time, the instructor may do the following:

- ▶ Reserve class time in your schedule as part of a course.
- ▶ Follow the instructions in the *Professor's Guide*.
- ▶ Ask you to answer the pre- and post- module reflection questions in your workbook.
- ▶ Dive deeper into module topics covered during the training and suggest additional questions related to these through class discussion or in small groups.
- ▶ Determine whether your workbook must be handed in and whether it will be graded.

Note: The length of each reflection is offered as a guide only. We invite you to respond at your own pace.

REFLECTION QUESTIONS

- ▶ Before viewing Module 1 - Introduction
- ▶ Reflection 1 🕒 3 minutes

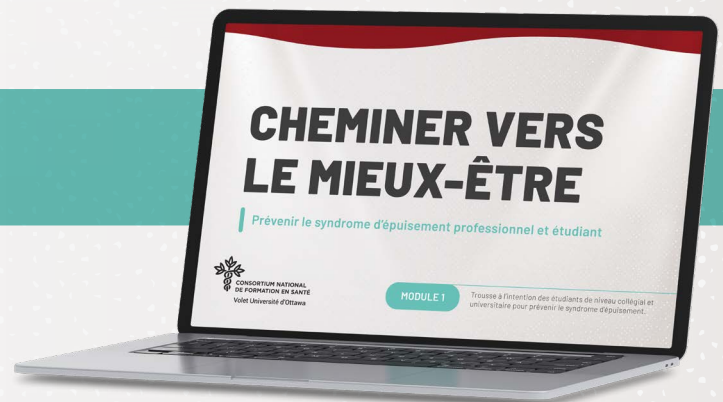
📝 Please state an **EXPECTATION**, i.e. a goal or result you wish to achieve by the end of this training course.

Following this training, I would like to:


📝 And now, please formulate an **INTENTION**, i.e. the way in which you would like to undertake the process (Bloom, 2022, 21:30) and thus experience this training (e.g. allow me to take time for myself, welcome what is to come with kindness, be non-judgmental during the training, etc.).

▶ Start viewing **MODULE 1**

📝 If necessary, make notes in the box below during the viewing




REFLECTION QUESTIONS


- ▶ **Before viewing Module 2 - Definition and Dimensions**
- ▶ **Reflection 2**  **2 minutes**


 Please write down your **DEFINITION** of burnout syndrome (BOS).

▶ **Start MODULE 2**


 If necessary, make notes in the box below during the viewing.




- ▶ **After viewing Module 2**
- ▶ **Reflection 3**  **2 minutes**

 Following the viewing of Module 2, you may want to refine the definition of BOS you wrote earlier. What elements could you add or modify to make it more accurate?


REFLECTION QUESTIONS

- ▶ Before viewing Module 3 - Consequences and Risk Factors
- ▶ Reflection 4  2 minutes


 Please name some of the consequences of BOS that may occur:


- ▶ in the individual (student or professional) affected by it

- ▶ in the workplace

- ▶ Reflection 5  2 minutes

Now think about five risk factors that increase your likelihood of suffering from BOS.

 Hint: risk factors can be linked to the individual, to studies, to the environment, etc.

 Write your answers below.

1. _____

2. _____

3. _____


4. _____

5. _____


REFLECTION QUESTIONS

▶ Start MODULE 3




 If necessary, make notes in the box below during the viewing.

- ▶ After viewing module 3
- ▶ Reflection 6  1 minute

 Look back at the five risk factors you identified earlier. Are they still a priority? If not, add those that stood out to you.


REFLECTION QUESTIONS

- ▶ Before viewing **Module 4 - Part 1: Strategies for Physical Health**
- ▶ Reflection 7 ⌚ 3 minutes


 What strategies do you adopt to improve your physical well-being?

▶ Start viewing **MODULE 4 - Part 1**



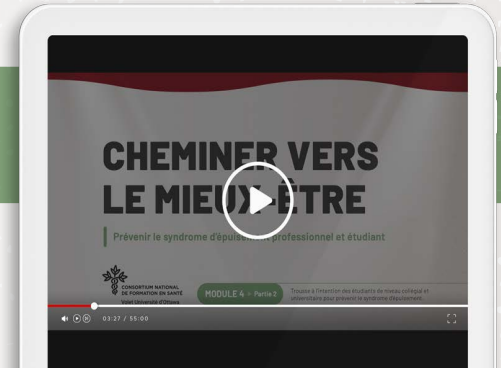
 If necessary, make notes in the box below during the viewing.


- ▶ Before viewing **Module 4 - Part 2: Strategies for Psychological Health**
- ▶ Reflection 8 ⌚ 3 minutes

 What strategies do you adopt to improve your psychological well-being?


REFLECTION QUESTIONS


► Start viewing **MODULE 4 - Part 2**



 If necessary, make notes in the box below during the viewing.

► **After viewing Module 4 - Part 2**

► **Reflection 9**  **2 minutes**

 Look back at your expectations and intentions as expressed in Reflection 1. Did the training meet your expectations and make your intentions a reality? If so, how do you think it will change the way you work in the future?

TRAINING EVALUATION

► **Reflection 10** ⌚ **2 minutes**

You already knew and applied several strategies in your daily life.

Take a moment here to determine how you can continue to take care of yourself and recharge your batteries to prevent BOS.

The last step is to draw up your commitment plan:

📅 In the coming weeks, I commit to adopting the following strategies to improve my physical and psychological well-being:

Congratulations on making time for yourself!

► **Your feedback is important to us.** Please take a few minutes to complete the training evaluation.



APPENDIX 1



COVID-19

CHECKING OUR MENTAL HEALTH VITAL SIGNS

We physicians tend to take care of others before ourselves, especially in an emergency. When we spring into action, nothing can stop us. But it's important to take time to slow down, take a break to reconnect with ourselves, and focus on our own physical and mental health. Knowing the signs to watch out for can help to prevent burnout.

Checking in with ourselves is the first step toward building resilience.

A handy self-evaluation tool

The Mental Health Continuum allows us to take our mental health vitals at a glance. Used daily, it can help us keep our balance during periods of prolonged stress or after a difficult event.

Wherever we fall on the continuum—even if it changes day to day—the important thing is to provide ourselves with the means to get back into the green zone.

THE MENTAL HEALTH CONTINUUM

	Healthy	Reacting	At risk	Critical
SIGNS	Calm and steady	Occasional anxiety or sadness	Persistent anxiety or sadness	Excessive anxiety, depression, or suicidal thoughts
	Sense of humour	Irritability or pessimism	Angry or cynical	Angry outbursts or aggression
	Mentally alert	Forgetfulness or intrusive thoughts	Indecision, poor concentration	Unable to concentrate
	Sleeping well	Difficulty sleeping	Sleep disturbances, nightmares	Significant sleep disturbances or oversleeping
	Performing consistently	Feeling overworked or procrastinating	Feeling overwhelmed, poor performance	Unable to complete work tasks
	Confident in self and others	Self-doubt	Distrusts others	Excessive distrust
	Feeling good	Tension or headaches	Persistent physical symptoms	More serious physical symptoms
	Good energy levels	Low energy	Fatigue	Exhaustion
	Physically active	Reduced physical activity	Physically inactive	Lethargic
	Socially active	Reduced social contacts	Avoiding social contacts	No contact with loved ones
STRATEGIES	Substance use is occasional and social	Substance use is regular but controlled	Substance use is difficult to control	Substance abuse or dependence
	Maintain current activities	Recover: slow down and rest	Acknowledge the need for action	Consult a professional immediately
	Practice mindfulness	Build mental health toolkit	Recover: eliminate non-essential tasks	Reach out to peers or someone you trust
	Cultivate social relationships	Identify problems	Reach out to peers	Consider a leave of absence from work
		Act on things that can be changed	Maintain contact with loved ones	Rekindle close relationships

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To take care of others, I have to take care of myself.
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RESOURCES - TOOLS FOR THE ROAD

(**Note:** we've listed resources available to all residents of Canada, but many other resources exist at the provincial level and in your learning institution).

Canadian Mental Health Association

This association facilitates access to mental health resources across Canada.

► <https://cmha.ca/>

Douglas Mental Health University Institute

This site provides information and resources on mental health. This site provides information and resources on mental health.

► <http://www.douglas.qc.ca/info/depression-burn-out-traitement-prevention?locale=en>

Joint Association for Occupational Health and Safety, Provincial Administration sector (APSSAP)

This site offers a wide range of information, documents, workshops and conferences on psychological health, among other topics.

► apssap.qc.ca

Employee Assistance Program

Many employers offer employee assistance programs. These programs, offered by external firms, provide access to several confidential services to support individuals and their families who are experiencing work-related or psychological difficulties.

eMentalHealth.ca

This site helps you find help in your region, learn about a wide range of topics such as self-injury, stress and anxiety, detect symptoms of mental health problems, keep abreast of events in your area and learn about the latest advances in the field.

► <https://www.ementalhealth.ca/>

Let's protect mental health in the workplace

This site offers a range of resources to promote mental health in the workplace. Diagnostic, action plan, and evaluation tools are available online.

► <https://guardingmindsatwork.ca/resources>

Government of Canada - Health and Wellness

This site offers information about mental health, ways to improve it, and resources for getting support, prevent suicide and overcome post-traumatic stress.

► <https://www.canada.ca/en/public-health/topics/mental-health-wellness.html>

Relief

This organization offers support and information to all Canadians suffering from anxiety depression, bipolar disorder or other mental health problems.

► <https://relief.ca/>

► 514 REVIVRE (738-4873)

► 1 866 REVIVRE (738-4873)



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