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### **TOP TEN STRESS-BUSTERS**

1. Take regular physical exercise. Minimum of forty minutes strenuous exercise, (e.g. brisk walking, jogging, cycling) at least three times per week. Get enough sleep, and maintain a regular sleeping pattern. Eat sensibly and cut down on fatty and sugary foods.
2. Make time to relax every day. Plan a holiday at least every six months. Develop an absorbing hobby. Do something for others.
3. Identify and name the stresses in your life. Accept what you cannot change. Talk to somebody you can trust. Agree with somebody for a change!
4. Cigarettes and alcohol usually only add to your stress levels. Don't smoke and if you drink, keep within the recommended limits (not more than twenty units a week for men and not more than fourteen units a week for women: one unit equals a half pint of beer, a small glass of wine or one small measure of spirits).
5. Try to avoid mean or annoying people. Keep a distance from those who drain you of emotional energy.
6. Remember the answer lies within you. Recognise you are a person of worth. Be realistic about what you can do and give yourself credit for what you have already achieved.
7. Manage your time well. Set a timetable and don't overload it. Do **one** job at a time. Don't be afraid to say **no**. Delegate tasks to others.
8. If you are ill don't try to pretend you are not.
9. If you get stressed or panicky try sitting down and taking slow deep breaths for five minutes. Alternatively, a long brisk walk often clears the head.
10. Remember, everyone gets stressed out at times. However, if you feel stressed and or depressed for more than two weeks, or if you are feeling suicidal, talk to your family doctor and tell him/her exactly how you feel. Counselling or medication may help.