

## Strategy #20: Setting Boundaries and Saying No

Part of managing stress is setting boundaries and saying no to things you do not have the time or desire to do. Most people who struggle with stress are juggling many roles and responsibilities each day. By learning how to set boundaries and say no, you will be able to create more time and energy to do the things you enjoy and to engage in more self-care activities.

### The USE model of communication

**U**NDERSTAND: Let the other person know you understand the situation from his or her point of view.

**S**TATE: Say the facts of the situation from your point of view.

**E**XPLAIN: Describe what you would like to see done about the situation now and in the future.

### Example:

**U**NDERSTAND: *“I understand that this work is important to you and you are feeling stressed about getting it completed on time.”*

**S**TATE: *“I am concerned that I won’t have enough time to help you and also get my errands done in time to get home for our family dinner.”*

**E**XPLAIN: *“If you want help in the future, please let me know in advance so I can plan for it and help you out.”*

Now spend a couple of minutes coming up with a statement you can use to set a boundary or say no so that you will have less to do and experience less stress.

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