

TIME OUT

(Physical Removal of Self)

1. Recognize you are angry: Identify and state: "I am **BEGINNING** to feel angry and I **WANT** to take a time out."
2. Leave immediately. State you will return in **ONE HOUR**. (This gives the body time to cool down and relax. Time to discontinue the angry thoughts.)
3. Do something physical such as walk, jog, ride a bicycle. (This helps the body process the adrenaline released by the anger.)
4. **AVOID:** Drive, drink or use drugs, see friends or family who can encourage the anger, do physical contact exercises that rehearse anger such as punching bag, football, wrestling, etc. !!
5. For the one hour; process in this format: a) 15 minutes of positive self talk, i.e. I am OK. I can and will handle this anger, etc... b) 30 minutes thinking out the situation and finding solutions, c) 15 minutes of how to handle communication with the person you are having a conflict with.
6. Report back on time. (this builds **TRUST**) Ask if the other person is able to talk things out and reach a resolution at this time. Are you able to talk things out and reach a resolution at this time??? If not, let go of the situation for the moment and ---
7. Agree to re-address the situation within 24 hours. Make an appointment!!
8. If unable to cool down in the one hour period, take another time out, take as many time outs as you need.

*Hints to assist you: If you cannot resolve a conflict in 20 minutes, let go of it and make an appointment to re-address it later. Spending more than 20 minutes will probably result in re-escalation of the anger. However, the conflict **MUST** be resolved as promptly as possible.*

Mental Time Out

(to be used when unable to take a physical removal of self time out)

- 1 Recognize you are angry: Say to yourself: "I am **BEGINNING** to feel angry and I **WANT** to take a time out."
- 2 Think and say positive self-statements. i.e. I am OK. I can and will handle this anger, etc...
- 3 Think about and write out the situation.
- 4 Decision: How to address the problem in a constructive manner. (write it down!)

**TIME OUT IS NOT CHICKENING OUT!
IT IS A HEALING PROCESS.
IT TAKES A BIGGER PERSON TO WALK AWAY
THAN STAY AND FIGHT!**