The information in this booklet is designed to help you make the most of your admission.

The booklet contains

- General information about the eating disorder program
- Information on the members of the eating disorder team
- Recovery levels
- Gate passes
- Nutritional guidelines
- Relaxation

Please take the time to read this booklet and feel free to ask your nurse or a member of your treating team for further information.

*****************************************

Information within this booklet has been established as a guide for your treatment. Some aspects may vary depending on individual needs. Any changes will be decided by the treating team.
A little bit of information about The Eating Disorder Program

We would like to welcome you to the program.

The staff on this ward and members of the Eating Disorder Team will endeavour to support your needs and guide you through your treatment. They will help you identify your needs and develop ways of coping with stressors.

There will be certain expectations placed on you during your time here and your participation will be required if best outcomes are to be achieved.

Your responsibility whilst on the program is to adhere to ward values, participate in school, groups and activities and most importantly show consideration and respect for other patients and staff.

We hope you find your stay in the hospital a positive and beneficial experience.
The Eating Disorder Service at the hospital combines the expertise of the Departments of Psychological Medicine and Adolescent Medicine along with other resources from the hospital. The service offers a uniform and comprehensive approach to assessment and treatment of young people with eating disorders.

The philosophy of the In-patient Program is to provide a supportive and therapeutic environment, which enhances the opportunity for you to return to a healthy weight and healthy eating patterns.

The overall aim of your admission is for a gradual increase in weight at the rate of 0.8-1 kilogram per week. Management decisions are made by the treating Doctors in consultation with other members of the Eating Disorder Team at the team meeting held on Mondays and Fridays.

The program consists of a “Level system”, (see Recovery Levels). Progression through the levels is based on a combination of weight gain, improvement in eating habits and, medical and psychological well being. While the level system at times may appear restrictive or punitive the aim is to provide clarity, medical safety and consistency for you and your family with activities and nutrition matched to your needs and abilities.

Discharge and integration back into home and school is a vital part of the admission and treatment process. When planning for an admission as an in-patient the goals of the admission, criteria for discharge, projected length of stay and treatment following discharge are planned. These decisions are made in consultation with you and your family.
The Treating Team

The Eating Disorder Program is supported by a multi-disciplinary team which includes Nurses, Dieticians, Physiotherapists, Artists, Occupational Therapists, Physicians, Psychiatrists, Psychologists, Family Therapists, Teacher and Social Workers.

**Medical Team:** Led by Adolescent Physician Dr Kohn, with a registrar and a resident. This team is responsible for day to day medical management, performing regular physical examinations, requesting investigations, referrals and are involved in treatment plans and decisions.

**Psychiatry Team:** Led by Adolescent Psychiatrist Dr Madden with a psychiatry registrar and psychologists. This team provides psychological treatment. Psychological therapy commences following admission with the frequency of therapy based on your individual needs.

**Nursing Staff:** The nursing staff are available to provide you with support and guidance 24 hours a day. The nursing staff supervise meal and rest times and provide feedback to the team on your progress.

**Group Workers:** The group work program occurs between 2.00-3.30pm most weekday afternoons for all adolescents in the hospital. A team of professionals including Occupational Therapists, Clinical Nurse Consultants, Clinical Psychologists and Artists provide group activities which aim to support your experience of hospital.

**Occupational Therapist:** Individual sessions are available on referral from the medical team. The Occupational Therapist can provide activity based interventions including relaxation therapy and stress management as well as strategies for time management that can be useful during admission and for home and school.

**Physiotherapist:** The restoration of muscle is a key element in nutritional recovery. The Physiotherapist provides a program devised to support rehabilitation, muscle development and strengthening. You will receive a booklet from your physiotherapist when you start your physiotherapy program.

**School Teachers:** The Hospital School aims to stimulate and support you through a positive educational experience which promotes psychological well-being and enhances your recovery process. The teachers design individual programs based on ability and level of achievement. Educational programs are developed in consultation with medical staff, therapists, hospital school teachers and your home school. The hospital school teacher, home school staff and school counselor/s can also assist you with their re-entry to your local school.
The Treating Team

**Maudsley Family Therapy Team:** The hospital at Westmead offers an innovative service to families with a child suffering from Anorexia Nervosa. This is based on a form of treatment originally devised at the Maudsley Hospital in London. The Family Therapist will provide support and guidance to you and your parents after you have been discharged from the hospital setting.

**Social Worker:** Upon request you may talk to the social worker about practical matters such as financial difficulties, accommodation and any other matters that may assist in making things easier for you and your family.

**Dietitian:** The dietitian will meet with your parents just prior to the introduction of gate passes, in order to provide support and guidance on the fundamentals of healthy eating in order to facilitate transition to discharge from hospital.

**Chaplain:** Pastoral Care support is available to you and your family regardless of health, status, faith, and economic or cultural background. The hospital allocates a Chaplain to be part of a ward team and this Chaplain endeavours to visit each patient and their family on a regular basis. A chaplain may however be requested at any time and, if required, the Chaplain of a particular denomination is always available.

**My Psychological Resident or Registrar Doctor:** ………………………………
**My Medical Resident & Registrar Doctor:** ………………………………
**My Group Workers:** ………………………………….
**My Physiotherapists:** ………………………………….
**My Dietitian:** ………………………………….
**My Hospital School Teacher:** ………………………………….
**Other specialists involved in my care:** ………………………………….
…………………………………
…………………………………
General Information

Visiting

Family relationships, in the presence of an eating disorder often become strained and intense. An important part of the treatment process is for families to temporarily relinquish the responsibility for managing the eating disorder to the staff. To facilitate the development of therapeutic relationships between yourself and staff, and to provide respite for both you and your family, visiting is initially limited to immediate family (Parents/guardian, siblings and grandparents). This creates an atmosphere of time and space in which you and your family are able to “reconnect” and re-establish normal relationships where food and eating cease to be a major focus.

Other family and friends visiting should occur when on gate passes (internal or external).

Once you are discharged you are not permitted to come to the ward to visit the other patients.

Visiting Hours

Visiting for immediate family only to occur between 4pm - 8pm weekdays, and 9.30am - 8pm weekends. Not to occur at meal or rest periods.

Dress Code

All clothing worn on the ward must be appropriate to a hospital setting and time of year. If your clothing is considered to be inappropriate you will be asked to change. You will need to change out of your pyjamas by the start of breakfast at 8.30am.

A washing machine and clothes dryer is available on the ward for your use.

Telephone Calls

Incoming Phone calls: You may receive incoming phone calls from family members. These calls however must not interfere with the therapeutic program. Calls can be received before 8.30am, after 4pm, outside meal and rest periods. This includes on mobile phones as well.

Showering & Toileting

Every attempt is made to minimize the temptation and opportunity for exercise while still respecting your right to privacy. To support this you are not usually supervised in the bathroom, but time in the bathroom for a shower is limited to 10 minutes ONCE a day. Visits to the toilet are limited to 2 per shift and are not allowed during school, group, meal or rest periods.

What to bring to Hospital

Clothes: Appropriate clothes for each day and pyjamas.

Toiletries: Including shampoo, toothbrush, toothpaste, soap, and deodorant.

Bedding: If you wish, you may bring your own quilt and pillow.

School Work: They can bring any texts, assessments and materials they may need.

Mobile Phones: While mobile phones are allowed it is important that they do not interrupt school, group, meal or rest times. They are not to be used between 0830—4pm weekdays, at meals or during rest time. Phone conversations on mobile phones must occur at bedside.

Extra : Feel free to bring appropriate magazines, books, music, walkmangs, portable CD players and craft activities.
**Weights**

You are weighed on Monday and Friday mornings before breakfast wearing a hospital gown and your underwear. Prior to being weighed you will be asked to void into a bedpan so all urine can be measured and its concentration tested. Random weights may be done at staff’s discretion and are usually done on the basis of an extraordinary weight variation.

**Medication**

Patients admitted with an eating disorder are placed on vitamins and nutrient supplements. Other medication may be prescribed if there is evidence of depression, or anxiety. This medication will be commenced after consultation with yourself, the family and relevant team members. The decision will be part of the Psychological Medicine consultation.

**Observations, Examinations & Blood Tests**

During your admission it will be necessary for you to have regular medical examinations and blood tests to monitor your medical stability and nutritional recovery. Nursing staff will check your heart rate, blood pressure and temperature at least once a shift and more regularly if medically unstable. If medically unstable it may be necessary for you to be attached to a monitor so your heart rate can be monitored continuously.

**Meals**

To encourage positive role modeling, socialization and the normalization of eating, all meals and snacks are eaten in the dining room. Nursing staff remain in the dining room to encourage normal eating patterns and to supervise the meal.

**Meals of the ward** - When you reach recovery level 3 you are allowed to have up to 2 dinners off the ward with your parents per week. The food for these meals can be from the tray that comes to the ward, provided from home or bought from one of the shops in the hospital. These meals occur off the ward.

**Oral Intake**

Your individual energy requirements will be decided by the treating team at weekly review meetings. You will be expected to increase the quantity and scope of food eaten each week with the aim of you gaining 0.8 - 1.0 kg each week (see Eating Guidelines for Patient and Families).

**Supplemental Feeds**

In the early stages of admission it may be necessary for you to receive supplementary feeds for medical stabilization. Supplementary feeds are usually administered via a naso-gastric tube using a feeding pump. The pump is attached to the non mobile pole connected to the bed and you will need to remain on bed rest while the feeds are in progress. If you need to go to the toilet you will need to buzz for the nurse who will assist by disconnecting the feeds.

**Leaving the Ward**

Nursing staff are responsible for the well-being of patients on their ward and therefore must know your whereabouts, who you are with and your expected time of return if you leave the ward.

Depending on the Recovery Level you are on, you may be able to leave the ward with your parents, nursing staff or a responsible adult. Please tell nursing staff and write your name on the whiteboard opposite the nurses station when leaving the ward.

When leaving on an external gate pass your parent’s will need to fill out a leave form.
## Recovery Levels

### DISCHARGE

<table>
<thead>
<tr>
<th>LEVEL FOUR</th>
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</thead>
<tbody>
<tr>
<td>• 30 minute rest after main meals</td>
</tr>
<tr>
<td>• Meal Plans as ordered and documented</td>
</tr>
<tr>
<td>• Menu/meals as per dietary guidelines</td>
</tr>
<tr>
<td>• Physiotherapy</td>
</tr>
<tr>
<td>• Gate passes as documented from the review meeting</td>
</tr>
<tr>
<td>• Allowed to leave the ward with parents for up to 40 minutes per day</td>
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<tr>
<td>• Allowed dinner off the wards with parents up to 2 times a week</td>
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<table>
<thead>
<tr>
<th>LEVEL THREE</th>
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<tbody>
<tr>
<td>• 30 minute rest after main meals</td>
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<tr>
<td>• Meal Plans as ordered and documented</td>
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<td>• Menu/meals as per dietary guidelines</td>
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<tr>
<td>• Physiotherapy</td>
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<tr>
<td>• Gate passes as documented from the review meeting</td>
</tr>
<tr>
<td>• Allowed to leave the ward with parents for up to 20 minutes per day</td>
</tr>
<tr>
<td>• Allowed dinner off ward with parents up to 2 times a week</td>
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</table>

<table>
<thead>
<tr>
<th>LEVEL TWO</th>
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<tbody>
<tr>
<td>• 30 minute rest after main meals</td>
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<tr>
<td>• Meal Plans as ordered and documented</td>
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<tr>
<td>• Menu/meals as per dietary guidelines</td>
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<tr>
<td>• Physiotherapy</td>
</tr>
<tr>
<td>• Gate passes as documented from the review meeting</td>
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<table>
<thead>
<tr>
<th>LEVEL ONE - RESTRICTED ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>• 30 minute rest after main meals</td>
</tr>
<tr>
<td>• Wheelchair for group/school</td>
</tr>
<tr>
<td>• Meal Plans as ordered and documented</td>
</tr>
<tr>
<td>• Menu/meals as per dietary guidelines</td>
</tr>
<tr>
<td>• No external gate passes</td>
</tr>
</tbody>
</table>

### MEDICAL STABILISATION

- Complete bed rest with the use of the bathroom based on medical condition
- Feeding Regimen as ordered—may include nasogastric feeding

### General admission rules across all levels

◊ Weight Monday & Friday

◊ Visitors are immediate family only (parents/guardians, siblings and grandparents) unless negotiated and documented

◊ Visiting to occur between 4pm - 8pm weekdays, after 9.30am on weekends, not at meal or rest time for a total of 2 hours weekdays and 2-3 hours on weekends depending on level

◊ Phone calls allowed before 8.30am and after 4pm this includes on mobile phones
Gate Passes

Gate passes are designed for young people and their families to share meals before discharge to assess both the readiness to leave hospital and highlight support needs upon discharge.

<table>
<thead>
<tr>
<th>Gate Passes</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>INTERNAL GATE PASSES</td>
<td>Patient’s can leave the ward and hospital</td>
</tr>
<tr>
<td></td>
<td>after breakfast and</td>
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<tr>
<td></td>
<td>return before afternoon tea OR</td>
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<tr>
<td></td>
<td>after morning tea and</td>
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<td></td>
<td>return before dinner OR</td>
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<tr>
<td></td>
<td>after lunch and</td>
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<tr>
<td></td>
<td>return before supper</td>
</tr>
<tr>
<td></td>
<td><em>(Not able to leave the hospital grounds)</em></td>
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<tr>
<td>HALF DAY EXTERNAL GATE PASSES</td>
<td>Patient’s can leave the ward and hospital</td>
</tr>
<tr>
<td></td>
<td>after breakfast and</td>
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<td></td>
<td>return before afternoon tea OR</td>
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<td>after morning tea and</td>
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<td></td>
<td>after lunch and</td>
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<tr>
<td></td>
<td>return before supper</td>
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</tbody>
</table>

| FULL DAY EXTERNAL GATE PASSES | Patient’s can leave the ward and hospital |
|                               | after breakfast and                          |
|                               | return before supper                         |

| OVERNIGHT GATE PASSES        | Patient’s can leave the ward and hospital     |
|                             | after breakfast on Saturday and               |
|                             | return before supper on Sunday                |

* Special gate passes may also be considered for special occasions such as birthdays.

* When leaving the ward for external or overnight gate passes it is necessary to fill out a leave form.

* Please ring the ward if for unforeseen circumstances you are going to be delayed returning from a gate pass - *Ward contact number: 9845*
EATING DISORDER PROGRAM
TIMETABLE

<table>
<thead>
<tr>
<th>TIME</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>0700-0830</td>
<td>GET UP, have a SHOWER, and get DRESSED</td>
<td></td>
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<tr>
<td>0830-0900</td>
<td>BREAKFAST (30 minutes)</td>
<td></td>
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<tr>
<td>0900-1030</td>
<td>School</td>
<td></td>
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<tr>
<td>1030-1100</td>
<td>MORNING TEA (20 minutes)</td>
<td></td>
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<tr>
<td>1100-1230</td>
<td>PHYSIO</td>
<td>School</td>
<td>School</td>
<td>PHYSIO</td>
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<tr>
<td>1200-1230</td>
<td>School</td>
<td>School</td>
<td>School</td>
<td>School</td>
<td>School</td>
</tr>
<tr>
<td>1230-1300</td>
<td>LUNCH (30 minutes)</td>
<td></td>
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<tr>
<td>1300-1330</td>
<td>♣ ½ hour bed rest</td>
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<tr>
<td>1330-1400</td>
<td>Free Time</td>
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<tr>
<td>1400-1445</td>
<td>Group</td>
<td>Group</td>
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<tr>
<td>1445-1500</td>
<td>Group</td>
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<td>Group</td>
<td>Group</td>
<td>Group</td>
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<tr>
<td>1530-1600</td>
<td>AFTERNOON TEA (20 minutes)</td>
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<tr>
<td>1600-1800</td>
<td>Free time</td>
<td></td>
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<tr>
<td>1800-1840</td>
<td>DINNER (40 minutes)</td>
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<tr>
<td>1840-1910</td>
<td>♣ ½ hour bed rest</td>
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<tr>
<td>1910-2000</td>
<td>Free time</td>
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<tr>
<td>2000-2030</td>
<td>SUPPER (20 minutes)</td>
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<tr>
<td>2030-2130</td>
<td>Free time</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2130</td>
<td>BED TIME</td>
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</tbody>
</table>

♣ The meal times remain the same on the weekends

♣ Variations may occur with this timetable, especially during school holidays

♣ Primary school aged children return to school in the afternoon from 1.30pm to 3pm on Monday to Friday.
Here are some guidelines to help make your admission more enjoyable

1. The team will decide on a feeding regimen which is appropriate for complete nutritional needs. This is regularly reviewed and adjusted as necessary.

2. For the first week of admission food will be chosen for you.

3. After the first week you will be able to order from the menu, in line with your individual meal plan. Please note you can only order from the menu.

4. Patients are expected to eat and drink what is delivered on your tray.

5. If you order less than your meal plan, the Dietary Assistants will add foods to your selection.

6. You may order one vegetarian and one fish meal a week, as it comes up on the menu. Monday is classed as the beginning of the week.

7. Soy products are unavailable

8. Bread needs to be eaten whole or cut in half. It may be toasted (where appropriate and with supervision). You must eat all of it, including crusts.

9. All bread serves must have marg/butter and another topping eg vegemite, jam, peanut butter, honey.

10. Vegemite can only be used once a day.

11. Snacks need to vary across the day

12. Sandwiches need to be eaten as served ie no crusts or fillings removed
Eating Guidelines for Patients And Families Cont.

13. Fresh fruit needs to be eaten whole or cut in halves/quarters. Only bananas and oranges can be peeled.

14. Drinks – we ask you to drink the beverage which comes on your tray. You may place the supper drinks in the fridge before dinner commences but only under supervision of the staff.

15. If you need to have a drink poured, you should ask your nurse to do this. Please drink all of your juice or milk.

16. Drinks can be warmed under supervision of nursing staff if practical to do so.

17. An additional glass (250mls) of water can be taken at lunch and supper.

**Meal times**

Patients should go to and from the dining room with their nurse. A nurse needs to be with patients while they eat.

Breakfast and lunch are 30 minutes, dinner 40 minutes and snacks are 20 minutes.

- **Breakfast** 8.30am – 9.00am
- **Morning Tea** 10.30am - 10.50am
- **Lunch** 12:30pm - 1.00pm (except Friday’s 1-1.30pm)
- **Afternoon Tea** 3.30pm - 3.50pm
- **Dinner** 6.00pm - 6.40pm
- **Supper** 8pm - 8.50pm

Patients are required to remain in the dining room until the end of meal time.
Eating Guidelines for Patients and Families Cont.

**Eating Behaviour**

- Please do not discuss food during meal-times.
- Please be courteous and considerate of other patients and members of staff in the dining room.
- We ask you to eat at a normal pace, so that you can complete the meal in the specified time. These times will be strictly adhered to.
- Cutlery to be used appropriately, that is, use a knife and fork for hot meals, a dessert spoon for cereal and desserts.
- The tops of the margarine and other spreads, milk and juice are to be taken off completely before use.
- Please do not dip bread or biscuits into drinks.
- We ask to remain seated once the meal has started. Once seated, please ask your Nurse if you need anything.
- Please do not swap items that have been sent to you.
- Please do not bring food into the hospital from home. (This includes chewing gum, diet drinks, lollies)
- Patients on a bolus exchange meal plan who are unable to complete a whole serving of a food eg a sandwich, will be given the equivalent in Ensure Plus.
- After each meal, trays must be checked by the supervising Nurse before being placed back on the trolley.

Remember hospital staff are here to help you.
Eating Guidelines for Patients and Families Cont.

Food Equivalents

1 Bread Serve Equals:
- 1 Slice of bread (white/wholemeal/fruit)
- 1 Crumpet
- 2 Pikelets
- 3 Vitaweets
- ½ English muffin
- ½ croissant (no topping required)
- 3 Jatz crackers (only use ¼ portion pack marg/butter per 3) - order only once a day
- ½ Hospital serve of Sara Lee cake (no topping required)
- 2 Sweet biscuits (no topping required)

2 Plain biscuits (only use ¼ portion pack marg/butter).

NOTE: English muffins and croissants can only be ordered when 2 bread serves are required i.e. cannot order ½ a muffin/croissant when only one bread serve is on menu plan for that meal.

Use ½ margarine/butter portion pack per bread serve, except where specified above.

1 Dairy Serve Equals
- Yoghurt - 1 tub
- Cheese - 2 x slices (or portion packs)
- Custard - 1 regular custard serve
- Ice-cream - 1 Dixie cup
- Choc Yogo - 1 portion pack serve.
- Milk - 1 x 150ml portion packs of plain milk or flavoured milks can be sent if requested. Flavours include chocolate, caramel, vanilla, strawberry & banana

1 Fruit Serve Equals
- Pear - 1
- Apple - 1
- Banana - 1
- Orange - 1 (limit of 1 serve per day)
- Mandarin - 2 (limit of 1 serve per day)
- Fruit salad - 2 standard serves
- Canned fruit - 2 standard serves
- Watermelon - 2 standard serves (limit of 1 serve per day)
Group Work Program

The Group Work Program is held off the ward for all young people in high school throughout the hospital.

Group activities aim to support the experience of hospitalisation and explore strengths and challenges.

It is an opportunity to socialise with peers in a fun and creative environment.

Check the posters around the ward to see what is on!

Unless you have been otherwise advised by Medical or Nursing Staff, you are expected to attend these groups.
When attending group sessions, don’t forget to ......

**R**espect the contribution of each member of the group.  
Everyone has the right to his/her own opinion

**E**ngage in appropriate and safe behaviour

**S**hare time and any resources with all members of the group

**P**articipate safely in group activities—it is your choice how much personal information you wish to share with the group

**E**ncourage each other by listening to each other

**C**onsider each other’s needs and feelings

**T**rust in your own ability to contribute to the group.
Relaxation—helping you to cope with stress

STRESS is the feeling of being out of control. It is the feeling we experience when we lose confidence in our ability to cope with a situation.

We need some stress in our life (good stress). This is the kind that forces us to get out of bed in the morning and gets us to start that assignment. Without some stress we would never do anything.

Bad stress is when the amount of stress or worry we feel goes past the point of being healthy for us and is stopping us from doing things.

RELAXATION is a good way of coping with stress. We can relax in many ways:

• By doing things we enjoy to distract us or stop us worrying (eg reading)
• Deep breathing and listening to music
• Talking or writing it out gets it off our chest and may help us to come up with other ways of thinking about it.

FORMAL RELAXATION, like deep breathing, meditation, muscle relaxation and visualization is when we train our bodies to become calm by focusing on our breathing, an image or our muscles.

This is something that needs to be practiced regularly before you will be able to do it well. The more often you do it, the more likely it is that your body will be able to resist stress symptoms and the easier it will be for you to calm yourself when you really need to.

You will get to practice formal relaxation while you are here. Everyone is different, and so it is up to you to figure out which type works best for your body—you are the expert!

Relaxation tapes are available for purchase from Kid’s Health on Level 2
A Simple Relaxation Exercise

Slowly breathe in through your nose to the count of 3

Do not hold your breath

Once you reach “3”, slowly breathe out through your mouth to the count of 3

Repeat this 4 times