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## MEDIATION CHECKLIST

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*Note: This information you provide here is protected as confidential information. Please fill out the information to the best of your ability so that your mediator may help serve you better.*

<b>Husband</b>	<b>Wife</b>	
_____	_____	Annuity statements
_____	_____	Appraisals
_____	_____	Agreements regarding your property
_____	_____	Automobile Certificate of Title
_____	_____	Bills for living expenses
_____	_____	Bond certificates
_____	_____	Brokerage statements (personal/business)
_____	_____	Business agreements (corporate, LLC, partnerships)
_____	_____	Cancelled checks
_____	_____	Cash management accounts
_____	_____	Certificates of deposit
_____	_____	Checking account statements
_____	_____	Check registers (personal/business)
_____	_____	Children's college and custodial accounts
_____	_____	Commodity account statements
_____	_____	Copyright records
_____	_____	Court judgments
_____	_____	Credit card statements (personal/business)
_____	_____	Credit reports
_____	_____	Credit union account statements
_____	_____	Defined benefit plans
_____	_____	Employee/group insurance benefit statements
_____	_____	Employee stock ownership plans (ESOP's)

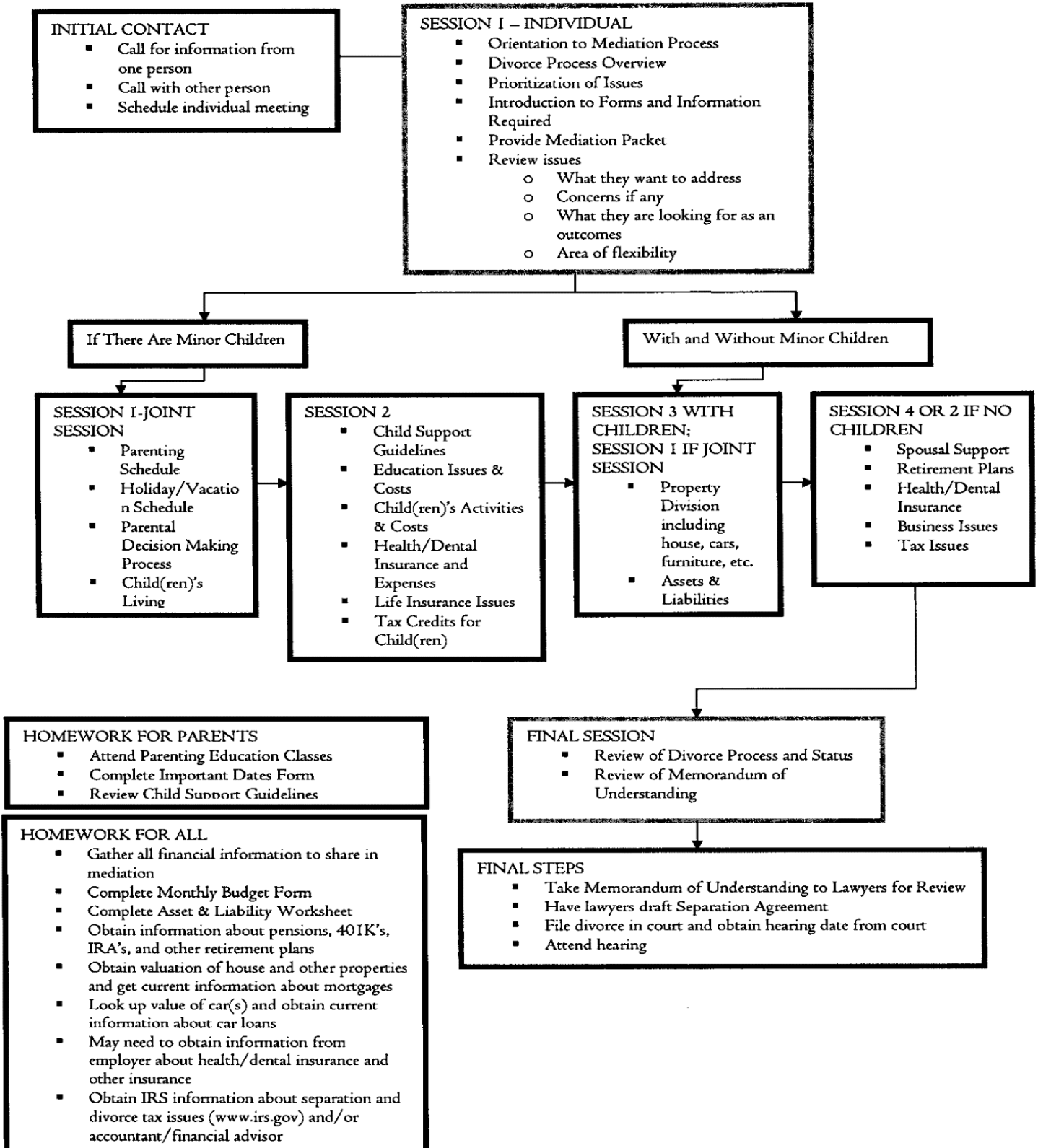
**Husband**

**Wife**

_____	_____	Employment agreements
_____	_____	Estate planning documents (living trusts, Wills)
_____	_____	Employee benefit statements
_____	_____	Financial statements (asset/debt, income/expense)
_____	_____	IRA, SEP-IRA, Roth IRA statements
_____	_____	Insurance policies (auto, health, liability, life, etc.)
_____	_____	Inventories (e.g. art, business assets, wine, etc.)
_____	_____	Keogh statements
_____	_____	Loan applications (auto, home equity, mortgage, etc.)
_____	_____	Membership applications (e.g. country clubs)
_____	_____	Mortgage documents
_____	_____	Mutual fund statements (personal/business)
_____	_____	Patent ownership or registration documents
_____	_____	Pay stubs
_____	_____	Powers of attorney
_____	_____	Prenuptial and/or post-nuptial agreements
_____	_____	Profit sharing plan statements
_____	_____	Real estate lease and/or purchase agreements
_____	_____	Real property deeds (e.g. title to home)
_____	_____	Real property tax assessments/bills
_____	_____	Receipts for major purchases and/or expenses
_____	_____	Resumes
_____	_____	Retirement account statements (401K, 403B, 457)
_____	_____	Savings account statements
_____	_____	Servicemark documents
_____	_____	Stock certificates
_____	_____	Tax-free investment statements
_____	_____	Tax-returns (federal/state/personal/business, etc.)
_____	_____	Tax-sheltered annuities (TSA's)
_____	_____	Title reports
_____	_____	Trademark documents



## DIVORCE MEDIATION PROCESS





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## *AGREEMENT TO MEDIATE (PRE-DECREE)*

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The undersigned parties having decided to divorce, sincerely intend to resolve the conflicts and issues arising out of the separation through mediation. They intend to attempt to avoid for themselves and for the other person, the bitterness and frustration that often occurs during the transition of a relationship.

The parties intend to create through mediation, an agreement that settles major differences of opinion including the division of property, partner financial support, and where applicable, all issues related to children. The agreement shall represent the interest of all parties and be fair to all concerned.

The parties agree to the following:

### **1. Cost of Mediation**

Jeffrey S. Posin, Esq. shall conduct mediations at the rate of \$395 per hour for time spent in the conduction of mediation. The fee shall be paid at the end of each session. The parties shall be jointly liable for the mediator's fees and expenses. As between the parties only, responsibility for the mediation fees and expenses shall be

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### **2. Deposit**

The mediator charges for all work done related to the mediation outside of the actual sessions. Possible costs include the drafting of the Memorandum of Understanding, telephone calls, faxes, emails, mailings, document review, and telephone conferences with attorneys. The deposit is \$800 and shall be paid at the initial session.

### **3. Privacy of Mediation**

The parties agree that neither will call Jeffrey S. Posin as a witness or any person doing mediation under her auspices in any potential and subsequent court proceeding. The parties also agree not to subpoena any records related to the mediation. If any party seeks to subpoena either the mediator or the records, that party shall pay all the mediators fees and costs incurred in the quashing of the subpoena.

### **4. Confidentiality**

The mediator shall treat all information provided during the mediation sessions as confidential. No information obtained during the mediation will be given to an outside person or organization. All notes will be destroyed one month after the mediation is completed. The parties understand the mediator has the ethical responsibility to break confidentiality if he suspects another person may be in danger of harm to self or others.

### **5. Full Disclosure**

All parties agree to fully and honestly disclose all relevant information and writings as requested by the mediator and all information requested by the other party of the mediation if the information is relevant to the mediation process.

### **6. Separate Meetings**

The mediator or the clients may request separate meetings when either party feels that this may be helpful in the process.

**7. Changes in Property, Other Financials, & Parenting Plan**

During the mediation process, neither party shall conceal or in any way dispose of tangible or intangible property without the discussion and agreement of the other. In addition, the parties agree not to make any changes with their parenting arrangements without discussion and agreement.

**8. Use of Attorneys**

Early in mediation, the parties are encouraged to consult with their attorney who can advise them concerning their legal rights and the consequences of various discussions as they arise in the course of mediation. The parties agree to have their respective attorney’s review the Memorandum of Understanding developed in mediation for substantive and tax related issues and to process it through the courts in the appropriate manner, where applicable.

**9. Litigation**

The parties agree to refrain from pre-emptive maneuvers and adversarial legal proceedings (except in the case of an emergency necessitating such action), while actively engaged in the mediation process.

**10. Termination of the Mediation**

Any person in mediation may terminate the mediation at any time.

**11. Notice of a Reschedule or Cancellation**

Notice of a rescheduled appointment or a cancellation must be given not less than two (2) full business days in advance of the appointment. Otherwise, a full rate charge will be made for a late change.

The parties have read the terms of this agreement and are willing to honor them.

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Client’s Name	Signature	Date
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Client’s Name	Signature	Date
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Mediator’s Name	Signature	Date
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Mediator’s Name	Signature	Date
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## CONSENT FOR EXCHANGE OF INFORMATION

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*I understand that different agencies provide different services and benefits. Each agency must have information in order to provide services. By signing this form, I am allowing agencies to exchange certain information so it will be easier for them to work together effectively to provide or coordinate these services or benefits.*

### Facilities Requesting Exchange of Information

#### Client's Mediator

Jeffrey S. Posin of  
Jeffrey S. Posin & Associates  
8935 South Pecos Rd. Bldg G, Suite 21A  
Henderson, Nevada 89074  
Ph: (702) 396-8888 Fax: (702) 837-1650  
Email: [askus@posin.com](mailto:askus@posin.com)

#### Client's Attorney

Name: \_\_\_\_\_  
Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone/Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

I, \_\_\_\_\_, of \_\_\_\_\_

Hereby authorize the above-named facilities to exchange (release to/release from) confidential information for the purposes of my \_\_\_\_\_

The shared information may include any of the following:

- |   |  |
|---|--|
| <input type="checkbox"/> Discussion of my case          | <input type="checkbox"/> Notes                 |
| <input type="checkbox"/> Copies of materials in my file | <input type="checkbox"/> Test results          |
| <input type="checkbox"/> Test results                   | <input type="checkbox"/> Financial information |
| <input type="checkbox"/> Divorce decree                 | <input type="checkbox"/> Other                 |

I understand the information exchanged will be used in my best interest. I also understand that I may withdraw this consent in writing at any time, thereby prohibiting any future exchange of information. This consent will expire automatically in one year from the date which it was signed. This authorization and request is fully understood and is made voluntarily on my part.

Signed: \_\_\_\_\_

(Date: Month/Day/Year)

Witness: \_\_\_\_\_

(Date: Month/Day/Year)



Jeffrey S. Posin  
&  
Associates

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## *MEDIATION: DISSOLUTION ISSUES*

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*This is a partial list to give you an idea of the types of issues that are often covered during mediation.*

### **1. CHILDREN**

- a. Parenting responsibility and parenting time
- b. Living arrangements
- c. Life insurance for the benefit of the children
- d. Medical insurance and expenses
- e. Education
- f. Special events
- g. Religious issues
- h. Travel
- i. Transportation and telephone contact
- j. Moving
- k. Financial support
- l. Tax issues

### **2. PROPERTY: Title, valuation, division, insurance**

#### **Maintenance and repairs during mediation and after.**

- a. Real estate
- b. Vehicles (automobiles, boats, motorcycles)
- c. Furniture and furnishings
- d. Artwork, antiques, specially valued or insured items
- e. Personal (clothing, jewelry, furs, books)
- f. Retirement benefits/accounts (401K, pension, profit sharing, IRA's, Roth accounts)
- g. Bank accounts (checking, savings, money market, CD's)
- h. Securities (stocks, mutual funds, bonds, options)
- i. Business interests (partnerships, sole proprietorships, others)

### **3. SPOUSAL SUPPORT**

- a. Amount
- b. Frequency
- c. Duration
- d. Modifiability
- e. Tax effects

### **4. INSURANCE/MEDICAL EXPENSES**

- a. Health (COBRA/SHIRA)
- b. Disability

### **5. TAXES**

- a. Support
- b. Exemptions, deductions, credits, related to children
- c. Past tax returns
- d. Taxes on transferred assets/gains

### **6. DEBTS (Amounts, allocation, indemnification)**

### **7. MEDIATION FEES**

### **8. LEGAL PROCESSES**

- a. Timing, procedures and approaches
- b. Legal fees and court costs

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## *CHILDREN'S REACTION TO DIVORCE*

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**A. How might a child react to separation and divorce?**

1. Expression of grief.
2. May reject reality of parents separating.
3. Has many questions disturbing them, many they are afraid to ask. (What is going to happen? Who is going to look after me?)

**B. Feelings child might experience regarding a divorce:**

1. **Guilt:** I did something to cause mom or dad to separate.
2. **Fear of Future:** What is going to happen to me?
3. **Fear of Rejection:** Dad left, is mother going to leave.
4. **Resentment:** Why did mom and dad do this to me?
5. **Hostility:** Mom, you are to blame for dad leaving.
6. **Shock:** Can't believe parents are really separating.
7. **Feeling of Abandonment:** Can carry over to future fear of abandonment.
8. **Self-Pity:** Why should this happen to me?
9. **Rage:** At parents or at self.
10. **Frustration:** Have no control over what is happening.

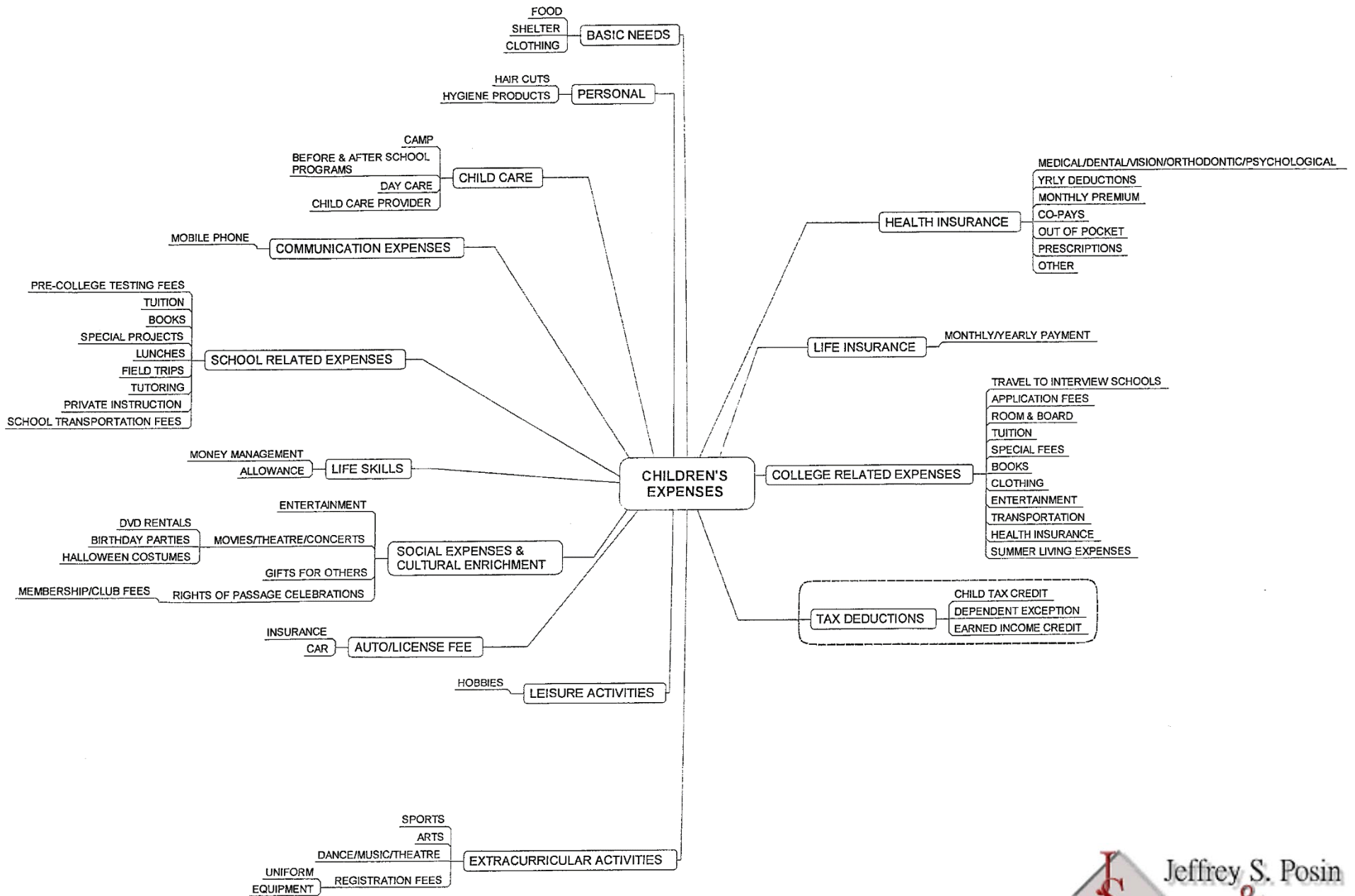
**C. How do children express themselves non-verbally? Behavior often tells us how they are feeling.**

1. Refusing to eat, expresses hostility.
2. Depriving self of food, pleasure, play.
3. Poor sleep habits: Nightmares, interrupted sleep.
4. Doing poorly in school: Unable to concentrate, hyperactive, or concentrating entirely on one hobby or on studies to the exclusion of other activities.
5. Playing out fantasies in story telling or games.
6. Bed wetting, nail biting, fire fascination, thumb sucking, etc.
7. Acting out: Unusual behavior at home or school (may be only one place).
8. Quiet when normally outgoing, or excessively noisy.
9. Any behavior which differs from that previously experienced.

**D. How do children present themselves to Attorneys, Counselors, Judges, etc.?**

1. Most often, children are quiet and watchful, mistrustful of communication with outsiders. Generally, they will maintain a fixed eye to eye engagement or avoid total eye contact. Children may be very fearful and confused in session when alone with the interviewer. Their behavior is often "rarely controlled" and rigid.





## CHILD SUPPORT

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Child support is determined solely on the basis of the income of non-custodial parent, regardless of the custodial parent's income. Nevada courts determine child support payments by using a percentage formula as defined in the statute:

Number of Children	Parent of Supporting Parent's <u>Net</u> Income
1	18%
2	25%
3	29%

*Each additional child, add 2% of income*

Net income generally means total income from all sources minus the following deductions:

- a. Federal income tax
- b. State income tax
- c. Payments to Social Security
- d. Mandatory retirement contributions (required by law or as a condition of employment)
- e. Union dues
- f. Individual and dependents health insurance premiums
- g. Prior obligations of support or maintenance actually paid pursuant to a court order
- h. Expenditures for repayment of debts that represent reasonable and necessary expenses for the production of income, medical expenditures necessary to preserve life or health, reasonable expenditures for the benefit of the child and the other parent, exclusive of gifts.

### Modification of Child Support Payments

Changes in the amount of child support generally occur when a significant change in circumstances of one or both of the parents occur. For example:

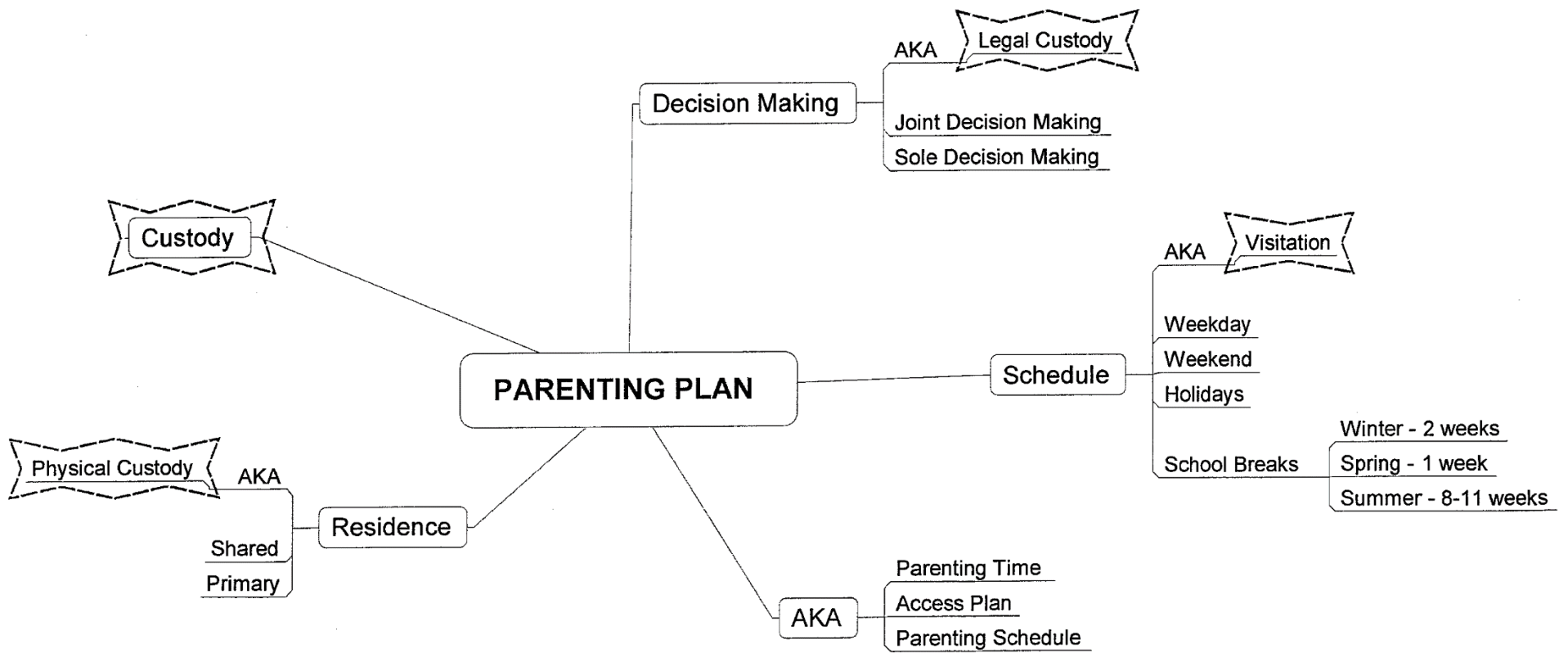
- a. Change in employability or employment status
- b. Change in income (higher or lower)
- c. Retirement
- d. Illness
- e. Increase in deductions

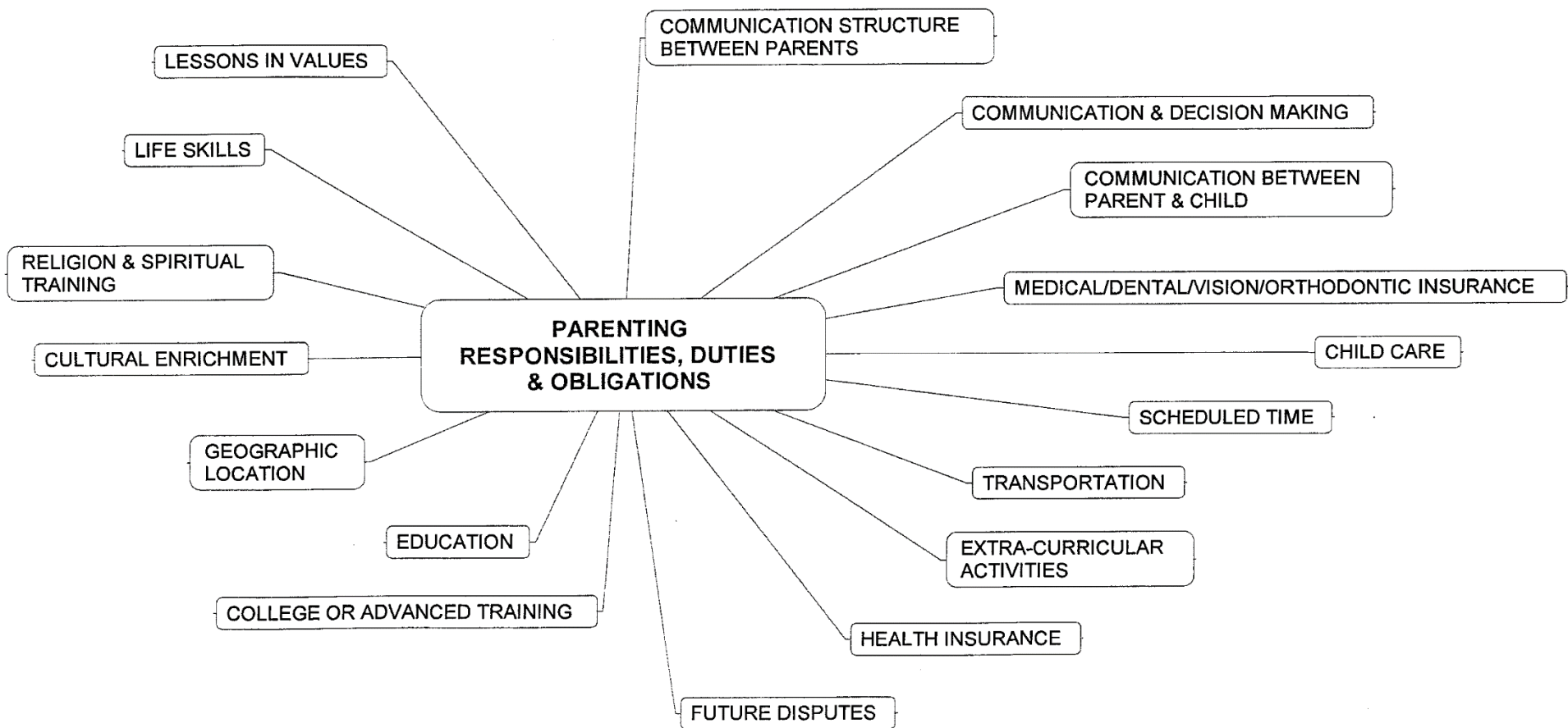
Additionally, if the child support calculation differs by more than 20% of the guidelines, requests for modification may be allowed.

### Deviation from the guidelines

There are several circumstances in which the court may deviate from the guidelines. They include:

- a. The parents agree to a higher amount than the guidelines calculation.
- b. When the guidelines provide significantly more than is necessary for child's wellbeing. This may happen when one parent earns a very high income, such as a CEO, professional athlete, etc.
- c. The parents are sharing physical custody equally and have similar high incomes.





# *Parenting Schedule*

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

## *RULES FOR CO-PARENTING*

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1. **Do not** talk negatively or allow others to talk negatively about the other parent, their family and friends, or their home in hearing range of the child. This would include belittling remarks, ridicules, or bringing up allegations that are valid or invalid about adult issues.
2. **Do not** question the children about the other parent or the activities of the other parent regarding their personal lives. In specific terms, do not use the child to spy on the other parent.
3. **Do not** argue or have heated conversations between the parents when the children are present or during exchanges.
4. **Do not** make promises to the children and try to win them over at the expense of the other parent.
5. **Do** communicate with the other parent and make similar rules in reference to discipline, bedtime routines, sleeping arrangements, and schedules. Appropriate discipline should be exercised by mutually agreed upon adults.
6. **At all times**, the decisions made by the parents will be for the child's psychological, spiritual, and physical well-being and safety.
7. Access arrangements will be made and confirmed beforehand between the parents without involving the child, in order to avoid any false hopes and cause any disappointments or resentments toward the other parent.
8. **Do** notify each other in a timely manner of need to deviate from the order including cancelling visits, rescheduling, and promptness.
9. **Do not** schedule activities for the child during the other parent's period of possession with the other parent's consent. However, both parents will work together to allow the child to be involved in extracurricular activities.
10. **Do** keep the other parent informed of any scholastic, medical, psychiatric, or extracurricular activities or appointments of the child.
11. **Do not** use the child as a spy, informant or messenger.
12. **Do** keep the other parent informed at all times of your address and telephone number. If you are out of town with the child, do provide the other parent the address and phone where the children may be reached in case of emergency.
13. **Do** refer to the other parent as the child's Mother or Father in conversation, rather than using the parent's first or last name.
14. **Do not** bring the child into adult issues and adult conversations about custody, the court, or about the other party.
15. **Do not** ask the child where he or she wants to live
16. **Do not** attempt to alienate the other parent from the child's life.
17. **Do not** allow other adults, including family, to negatively alter or modify your relationship with the other parent.
18. **Do not** use phrases that draw the children into your issues or make the children feel guilty about the time spent with the other parent. For example, rather than saying, "I miss you", instead say "I love you".



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## ***GUIDELINES FOR SEPARATED PARENTS: DO'S & DON'T'S***

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### **DO:**

1. **DO** develop a workable plan that gives children access to both parents.
2. **DO** keep ongoing contact with the children so they don't feel rejected or abandoned.
3. **DO** continue reassuring children that they can still count on both parents. Each parent is important.
4. **DO** guard against canceling plans with your children. Time with children should take highest priority.
5. **DO** establish a home for the children with a place for their belongings (toys, clothes, etc.) with both parents.
6. **DO** maintain telephone contact with the children.
7. **DO** have children ready in time for the other parent.
8. **DO** be home on time to receive the children.
9. **DO** keep parental communication lines open.
10. **DO** make every attempt to help children to understand that your marital concerns are those of adults and not for discussion with children.

### **DO NOT:**

1. **DO NOT** pump children for information about the other parent.
2. **DO NOT** try to control the other parent. Please confer with the other parent. Do not try to design his or her style of parenting.
3. **DO NOT** use your children to carry angry messages back and forth.
4. **DO NOT** use your children to deliver support payments. Finances must not be discussed. Children do not support themselves and have no way to influence their support. Talking about lack of money makes them feel helpless.
5. **DO NOT** argue in front of your children.
6. **DO NOT** speak derogatorily about the other parent. Children should not be coerced to "take sides".
7. **DO NOT** ask your children with whom they want to live. Let them have both parents as much as possible.
8. **DO NOT** put children in the position of having to take sides.
9. **DO NOT** use your children as pawns to hurt the other parent.





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## *EMOTIONAL STAGES OF DIVORCE*

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1. **DISILLUSIONMENT OF ONE PARTY (generally 1-2 years before verbalization)**
  - Vague feelings of discontentment, arguments, stored resentments, breaches of trust.
  - Problems are real but acknowledged.
  - Greater distance, lack of maturity.
  - Confidential, fantasy, consideration of pros and cons of divorce.
  - Development of strategy for separation.
  - Feelings: fear, denial, anxiety, guilt, love, anger, sadness, grief.
  
2. **EXPRESSING DISSATISFACTION (8-12 months before invoking the legal process)**
  - Expressing discontent or ambivalence to other party.
  - Marital counseling.
  - Possible honeymoon phase (one last try).
  - Feelings: relief (out in the open), tension, emotional roller coaster, guilt, anguish, doubt, grief.
  
3. **DECIDING TO DIVORCE (6-12 months before invoking legal process)**
  - Creating emotional distance (i.e. disparaging the other person/situation in order to leave).
  - Seldom reversible (because it's been considered a long time).
  - Likely for an affair to occur.
  - Other person beginning Stage 1 (considering divorce) and feels shock, denial, abandoned & betrayed, low self-esteem/self-worth, and anger.
  - Both parties feel victimized by the other.
  - A range of feelings: anger, resentment, sadness, sorrow, guilt, anxiety about the family and the future, impatience with others, and needy.
  
4. **ACTION ON DECISION (engaging the legal process)**
  - Physical separation.
  - Emotional separation (complicated by flare-ups).
  - Creating redefinition (self-oriented).
  - Going public with the decision.
  - Setting the tone for the divorce process (getting legal advice, setting legal precedent, children, support, and residence).
  - Choosing sides and divided loyalties of friends and families.
  - Usually when children are told, they feel responsible, behave in ways to make parents interact.
  - Feelings: traumatized, panic, fear, shame, guilt, blame, and emotional drama.
  
5. **GROWING ACCEPTANCE (during the legal process and after)**
  - Adjustments: physical, emotional, financial.
  - Accepting that the marriage wasn't happy or fulfilling
  - Regaining a sense of power and control, creating a plan for the future, creating a new identity, discovering new talents, and inner and outer resources.
  - Parties look forward to the future and plan for it; moods can be elevated as an opportunity to design life differently.
  
6. **NEW BEGINNINGS (completing the legal process to 4 years after the legal divorce)**
  - Parties have moved beyond the blame and anger to forgiveness and respect, they establish new roles and responsibilities.
  - Experiences: insight and awareness, acceptance of themselves and their former partner.



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## ***10 STRESS PITFALLS THAT CAN STRESS ANY STRESS MANAGEMENT PLAN***

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*Be on the lookout for the following common stress pitfalls which can sabotage your stress management plan.*

**1. Skipping Meals**

Skipping meals on the run is a common practice among stressed individuals. While it might seem harmless enough, skipping regular meals actually can increase both short and long term stress levels. In the short term, neglecting to eat regularly can lead to episodes of hypoglycemia as well as hunger pangs and headaches, all of which can provoke aggression, anxiety, and increased stress. In the long run, missing meals results in a vicious cycle of poor nutrition, increased susceptibility to infections, other illnesses, and even further stress.

**2. People-Pleasing**

Trying to make everyone else happy at the expense of your own needs can be a major stress inducer. Whether it is due to spouses, friends, kids, coworkers, or parents, many people wind up with impossible schedules and epic to-do lists because they have a built in need to please others or an inability to refuse requests. While accommodating others' wishes and needs is fine to an extent, be sure you are able to reserve enough time and energy for your own well-being, even if it means saying "no" more often.

**3. Poor Organization Skills**

A poorly organized home, desk, office, or even closet can cost time and energy that can be better used elsewhere. The few hours needed to effectively restore order to your chaos are well worth the investment in addition to all the time you'll save by not searching endlessly for needed items, you'll save aggravation and frustration and ultimately reduce your day to day stress.

**4. Road Rage**

This relatively recent phenomenon is a definite stress management pitfall. Bolstered by the anonymity of traffic situations, many people vent their anger and frustration through aggressive driving practices or even downright dangerous traffic maneuvers. In most cases of road rage, no one feels vindicated and everyone suffers. A true lose-lose situation. Try to accept the fact that some people drive rudely or aggressively, and resist the temptation to "teach them a lesson." In the best case scenario, road rage causes you to arrive stressed and angry at your destination. In the worst case, you're risking tickets, fines, auto damage, or even your safety.

**5. Self-Medication**

It's a known fact that persons under stress drink more, smoke more, and are more likely to engage in unhealthy behaviors such as drug use than non-stressed individuals. While people justify these actions as releases or escapes from day to day stress, "treating" yourself with substances such as alcohol, tobacco, or drugs is an unhealthy and dangerous practice guaranteed to sabotage your efforts to control stress. Our bodies and minds are not independent entities. Damage to your physical health only increases your potential for mental stress and poor functioning.

**6. Blaming Others**

While the behaviors of family, coworkers, and even strangers can contribute to your high stress levels, only you can take responsibility for managing and controlling your stress. Realize that the degree of stress you experience is largely due to your own reactions to the situations around you. Blaming others for your stress is a defeatist tactic that absolves you from any responsibility or ability to change. If your stress is out of control, only you can act to improve things.

**7. Junk Food**

Similar to skipping meals, subsiding on junk food while on the run can have short and long health consequences that ultimately only increase your stress levels. Fast food, typically rich in fat, sodium, and calories, eaten regularly can lead to elevated cholesterol, weight gain, increased cancer risk, and other medical problems. If you have no time to cook or eat regular meals, make things you do eat count by choosing vitamin and fiber rich takeout offerings (salads, yogurt, fruits) instead of fat and calories.

**8. Martyrdom**

While some people are constantly striving to please others at their own expense, some simply aren't able to recognize and meet their own emotional needs for a variety of reasons. Stress can ensue if you're constantly denying yourself things you need or would enjoy because there is no time, they are too expensive, others need them more, or you feel you are just not worth it. Try to achieve a healthy balance between your own needs and those of others, and make time for relaxation and rejuvenation a regular part of your schedule.

**9. The Need to Win Arguments**

Learn to argue and discuss without the need to convince everyone that your opinions are the only correct ones. Conflict is a regular part of life, and your reactions to conflict can influence your stress level. Trying to convince stubborn people to change their views or win everyone over to your side can be emotionally draining and anxiety provoking. Accept the fact that arguments need not have winners and don't bottle up anger trying to prove something to an unreceptive audience.

**10. Comparing Yourself with Others**

A last way to guarantee a high stress level is to compare yourself with everyone else. Although you may find instances where you'll come out on top, everyone can find someone who appears at least outwardly, to be more successful, happier, richer, better adjusted, or to possess whatever quality you find wanting in yourself. Set your own goals based upon what you want and need, don't use others' lives as benchmarks.

## FEELINGS VOCABULARY

POSITIVE FEELINGS				NEGATIVE FEELINGS			
<u>INTENSE</u>	<u>STRONG</u>	<u>MODERATE</u>	<u>MILD</u>	<u>MILD</u>	<u>MODERATE</u>	<u>STRONG</u>	<u>INTENSE</u>
Loved	Enchanted	Liked	Friendly	Unpopular	Suspicious	Disgusted	Hate
Adored	Ardor	Cared-for	Regarded	Listless	Envious	Resentful	Unloved
Idolized	Infatuated	Esteemed	Benevolent	Moody	Enmity	Bitter	Abhor
Alive	Tender	Affectionate	Wide-awake	Lethargic	Aversion	Detested	Loathed
Wanted	Vibrant	Found	At-ease	Gloomy	Dejected	Fed-up	Despised
Lustful	Independent	Excited	Comfortable	Dismal	Unhappy	Frustrated	Angry
Worthy	Capable	Patient	Content	Discontented	Bored	Sad	Hurt
Pity	Happy	Strong	Keen	Tired	Bad	Depressed	Miserable
Respected	Great	Good	Amazed	Indifferent	Provoked	Sick	Pain
Empathy	Proud	Inspired	Alert	Unsure	Disappointed	Disconsolate	Lonely
Awed	Gratified	Anticipating	Sensitive	Impatient	Wearied	Dissatisfied	Cynical
Elation	Worthy	Strong	Sure	Dependent	Torn-up	Fatigued	Exhausted
Enthusiastic	Passionate	Amused	Attractive	Unimportant	Inadequate	Worn-out	Worthless
Zealous	Admired	Secure	Approved	Regretful	Ineffectual	Useless	Impotent
Courageous	Sympathetic	Yearning	Untroubled	Bashful	Helpless	Weak	Futile
	Important	Popular	Graceful	Self-conscious	Resigned	Hopeless	Abandoned
	Concerned	Peaceful	Turned-on	Puzzled	Annoyed	Rejected	Estrangement
	Appreciated	Appealing	Warm	Edgy	Shamed	Guilty	Degraded
	Consoled	Determined	Amused	Upset	Shy	Embarrassed	Alienated
	Delighted	Pleased	Daring	Reluctant	Uncomfortable	Inhibited	Shocked
	Joyful	Excited	Comfortable	Timid	Confused	Bewildered	Trapped
	Courage	Interested	Smart	Mixed-up	Nervous	Frightened	Horrorified
	Hopeful	Intelligent		Sullen	Tempted	Anxious	Afraid
	Brave	Relieved		Provoked	Tense	Apprehensive	Threatened
	Valiant	Glad			Troubled	Vengeful	Furious



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## *HIGH CONFLICT DIVORCE & POSSIBLE EFFECTS ON KIDS*

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### **A. Short Term Problems**

1. School problems
  - i. Poor concentration
  - ii. Misbehaving
  - iii. Missed assignments
2. Conduct problems
  - i. Difficulty with authority
  - ii. Poor choice of peers
  - iii. Delinquency
3. Home problems
  - i. Regression such as bedwetting
  - ii. Clinging
  - iii. Thumb sucking
  - iv. Tantrums
4. Psychological problems
  - i. Depression
  - ii. Substance abuse
  - iii. Suicide

### **B. Long Term Problems**

1. Establishing career
2. Committing to long term love relationships and friendships
3. Establishing role as future parent
4. Depression, sometimes leading to suicide
5. Alcoholism and drug abuse



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## TURNING STRESS INTO STRENGTH

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**\* “Stress reduction depends on all the little things we do.” By Joel Levey & Michelle Levey. Joel Levy is director of mental fitness training for SportsMind Inc. and former director of biofeedback programs for Group Health Cooperative. Michelle Levey is a biofeedback therapist in private practice specializing in psychophysical therapy and meditation.**

Life’s myriad changes often lead to the accumulation of stress. Here is a collection of simple, common sense strategies for transforming mental and physical tension into energy that is creatively and efficiently expressed. Many of these may be familiar to you. Use them as helpful reminders. Circle the ones that you’d like to remember more often. Add your own to the list.

- Take time (you’ll never “find” it) to be alone on a regular basis to prioritize your activities, re-evaluate your goals, check your intentions, and listen to your heart.
- Take deep slow breaths often, especially while on the phone, in the car, or waiting for someone or something. Use these moments to relax and revitalize yourself.
- Do something each day that brings you joy, something that you love to do and that leaves you energized and refreshed.
- When you’re concerned about something, talk it over with someone you trust, or write down your feelings.
- Say no when asked to do something you really don’t want to do. Read a book on assertiveness if you have trouble doing this in a firm but kind way.
- Appreciate how everything changes moment to moment. Welcome changes as an opportunity and challenge to learn and grow.
- Remember it takes less energy to get an unpleasant task done “right now” than to worry about it all day.
- Take time to be with nature. Even in the city, awareness of the sky and seasonal changes can open the mind for relaxation.
- Practice consciously doing one thing at a time, keeping your mind focused on the present. Do whatever you are doing more slowly, more intentionally, and with more careful attention.
- Learn a variety of relaxation techniques and practice at least one regularly.
- Let your eyes be soft and relaxed.
- Develop skills in negotiating and seeing another person’s point of view.
- Exercise regularly.
- Practice stress reducing communications. Clarify what you hear by paraphrasing (e.g. “I understand you to be saying...”) and active listening. Feel the difference in your mental attitude and your body when you say “I choose to” instead of “I need”
- Become more aware of the demands you place on yourself, your environment, and others to be different than they (you) are at the moment. Demands are a tremendous source of stress.
- If your schedule is busy, prioritize your activities and do the most important ones first.
- When you read your mail, act on it immediately (e.g. file it, send it back, toss it, etc.).
- Take frequent relaxation breaks.
- Carry a card with personal affirmations written on it (e.g. “I am calm and relaxed”, “I have the power to create the causes for the results I want.” “The world I behold is a reflection of my own mind”)
- Smile to yourself and laugh more.
- Organize your life to include time for spontaneity and integration. Set a realistic schedule allowing some transition time between activities. Eliminate unnecessary commitments.
- Monitor your intake of sugar, salt, alcohol, and caffeine.
- Learn to delegate responsibility.
- Treat yourself to a massage and/or learn to massage your neck, shoulders, and feet.
- Cultivate a mindful, non-judgmental awareness of your actions, states of mind, words, and actions that you wish to develop and express.
- Create and maintain a personal support system, people you trust and feel at ease with.
- Seek out friends and professional help when you feel unable to cope.
- Watch clouds or waves on water. Listen to music or the sounds around you. Notice the silence between sounds and the space between thoughts.
- Use your own distress to teach you to be more patient, caring, and compassionate toward yourself and others.
- Remember to stop and smell the flowers.



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## WAYS TO CALM DOWN

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### A. SELF TALK

- I can handle this.
- In a few minutes I'll feel calmer.
- I trust myself.
- I'll figure this out.
- Let's see, what AM I feeling?
- Why am I so upset?
- First I'll calm down, then I'll know what to do.
- IALAC & SORU (I Am Lovable And Capable and So Are You)

### B. PHYSICAL

- Take several slow, deep breaths.
- Use your body: jog in place, jog around the playground, do jumping jacks, kick the air, shake your body, dance
- Sing to yourself.
- Take a drink of water or something warm.
- Stand in the sun.
- Imagine yourself in one of your favorite places, with your favorite people.
- Take some quiet time alone.
- Remind yourself that we are all connected.

### C. EMOTIONAL

- Cry.
- Yell.
- Express how you are feeling, tell a friend, talk into a mirror, and write your feelings down.
- Remember that the other person is suffering too.
- Maybe this incident reminds you of an incident from the past. Be in the present. Remind yourself of today's date, time, your physical location, and the names of the people you're with.

### D. MENTAL

- Identify what words or phrases you are thinking and remind yourself they are not necessarily true.
- Imagine a win-win resolution with everybody happy and feeling good about each other.
- Figure out what you really need in order to feel better. Be specific.
- Remember, the other person is reacting to their own fears and concerns.
- Don't take their behavior too personally.
- Change the subject and come back to the problem later.