

WORKING IN A QUARANTINE CENTRE

A RESOURCE BOOKLET BY:

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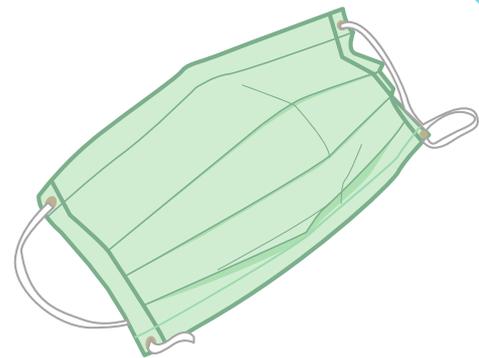


OUR MESSAGE TO YOU

We have prepared this brief resource booklet to share with you **important information, resources,** and some helpful **self-care activities** you can engage in as you play your important part in keeping Singapore and our prisons safe amidst the current COVID-19 situation.

We'd like to say a big **thank you** for your **courage, dedication, and contributions** in this time of need.

We wish you and your family good physical and mental health ahead!



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INFORMATION

HOW CAN COVID-19 *affect my mental health?*

COMMON STRESS REACTIONS

- Anxiety, worry, panic
- Fear, uncertainty
- Depressed mood
- Restlessness, agitation
- Feeling overwhelmed, stressed
- Hyper-vigilance to your health & body
- Difficulty concentrating or sleeping
- Feeling disconnected from others
- Loss of perceived control while adapting to changes
- Recurring negative thoughts



HOW CAN I COPE BETTER?

- Focus on actions within our control
- Acknowledge your thoughts and feelings, and share them with others for support
- Stay connected with others using technology
- Set limits on COVID-19-related media consumption, pause and delay urges to exceed
- Schedule a specific time to check on COVID-19 updates

Experiencing symptoms of stress doesn't mean you aren't up to the job, it means you're human.

Instead of focusing on negative thoughts, ask yourself these questions to shift towards a more positive perspective:

What strategies have previously helped me cope with challenging situations?

What small helpful actions can I do for myself now?

INFORMATION

Taking Care of Others



Respect others' health & safety

- See a doctor and refrain from coming into contact with others when unwell
- Report to your supervisor if you have other unforeseen contact with suspected or confirmed cases

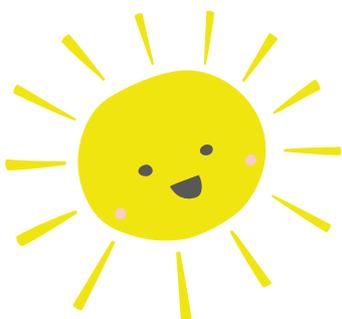
Allay anxiety and fears

- Listen attentively and look out for signs of stress or anxiety
- Inform loved ones about workplace safety measures in place so as to allay their anxiety
- Respond with reliable and accurate information to mitigate unhealthy speculations and rumours



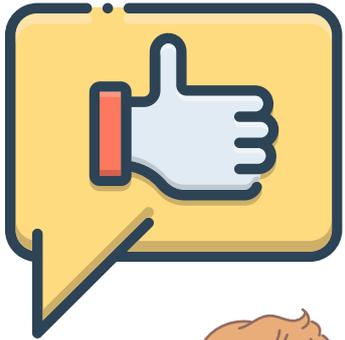
Encourage positivity

- Engage in a healthy lifestyle together by eating well, exercising, and maintaining good sleep hygiene
- Spread positivity by highlighting the positives in conversations dominated by negativity
- Express gratitude and encouragement to one another
- Send positive notes to loved ones to lift their spirits

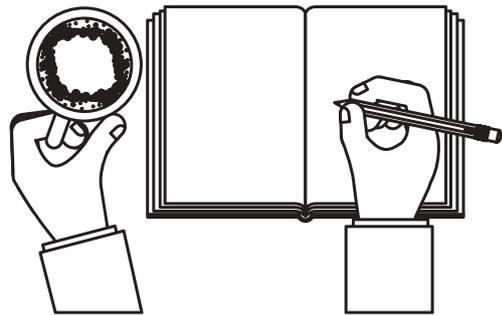


SELF-CARE

Activities to keep you going



In the next few pages are a variety of exercises and worksheets you can complete by yourself or with a loved one, we encourage you to use these as a starting point to care for yourself, and we hope you will enjoy them!



- ESTABLISHING HEALTHY WORK ROUTINES
- GRATITUDE CHECK-IN
- REFRAMING IT
- CONNECTING WITH MINDFULNESS
- SELF-CARE BINGO



ESTABLISHING HEALTHY WORK ROUTINES

It is **normal** to experience increased levels of distress and anxiety during crisis situations, such as the COVID-19 pandemic. It is not a sign of weakness or incompetence.

In your role as a frontline staff, you are **particularly vulnerable** to adverse mental health effects as you strive to balance your work duties with concerns about your own as well as your family's well-being.

These are some *proactive steps* you can take to **monitor and strengthen your mental well-being**.

Setting Boundaries

Set healthy boundaries to help yourself detach from work, so you can recuperate and have better rest.

- Create your own **starting and closing work rituals**, signalling to your mind that you are **in control** of your time.
- Some ideas - writing your to-do list for tomorrow, visualising your day tomorrow, setting out your clothes for tomorrow, writing in a gratitude journal, clearing your work bag
- It is completely up to you!

Human connection is vital for maintaining good mental health. During your work in the Quarantine Centre, *your new teammates* will become a key source of peer support. They will have a **unique and shared understanding** of your experiences.

- Get to know and connect with your new teammates on a personal level
- Extend trust and work closely with your new team
- Reach out to trusted support sources for comfort and ventilation

Seeking Support

Self-Check

It is important for you to regularly monitor your own mental health, as you know yourself best. Here are some questions you can start with:

- How am I **feeling** today?
 - Did I have a good day?
 - Did I feel on the edge or stretched?
 - Did I feel disengaged or unmotivated?
- Have I been having more good or bad days overall? Why so?
- What **changes can I make** to increase my number of good days?
- How have I been **managing challenges**?

Prolonged stress can drain us of our energy, passion, and connection to the **meaning of our work**. You may experience physical fatigue, or withdrawal from work in different ways. Recharge and reconnect with these questions:

- What is the impact of my work?
- How can I remind myself of the impact of my work?
- Why is this work important to me?
- In what ways am I making a positive difference?

Your Impact

GRATITUDE CHECK-IN

Regularly practicing gratitude reflections trains your mind to focus on the positive

What are you grateful for



Today?

This week?

This month?

How else can I cultivate gratitude?

Practice saying thank you and appreciate others regularly

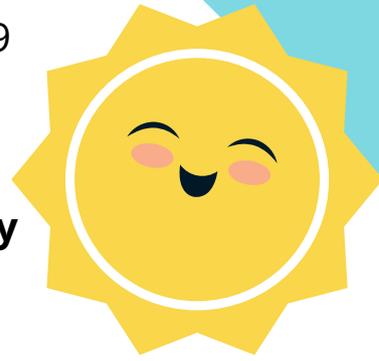
Keep a gratitude journal and share the entry with the person you are grateful for

Set aside time each week to count your blessings, and recall how it felt

REFRAMING IT

In your role supporting the Quarantine Centre, you will likely face increased exposure to suspected or confirmed COVID-19 infected cases. Being placed at higher risks could **trigger many thoughts, anxieties, and worries**.

While this is **normal**, you can do more to **maintain a healthy mindset** by identifying unhelpful, irrational thoughts, and making the choice to **reframe them** - that is, to look at the situation in a more *positive, helpful, and realistic* way.



Negative Thought 1

Positive Thought 1

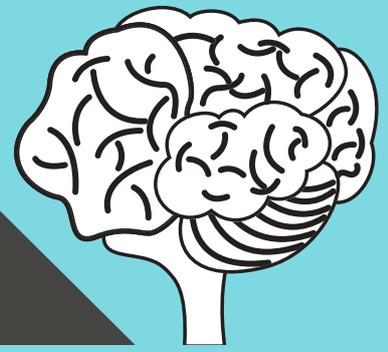
Negative Thought 2

Positive Thought 2

Negative Thought 3

Positive Thought 3

CONNECTING WITH MINDFULNESS



We practice mindfulness by bringing our attention to our experiences in the present moment without judgment

Step 1.

Sit comfortably. Find a spot that you feel stable and comfortable in.

Step 2.

Notice what your legs are doing. Cross your legs if on a cushion, or if on a chair, rest your feet firmly on the floor.

Step 3.

Straighten your upper body, but don't stiffen it. Let your spine's natural curvature be.

Step 4.

Notice what your arms are doing. Let your upper arms be parallel to your upper body. Rest your palms on your legs naturally.

Step 5.

Soften your gaze. Drop your chin slightly and let your gaze fall gently downward. You may close your eyes if you wish to.

Step 6.

Focus on your breath. Pay attention to the physical sensations of breathing, air flowing through your nose or mouth, and the rising and falling of your belly or chest.

Step 7.

Notice when your mind wanders. This is perfectly natural, don't worry. Gently return your attention to the breath.

Step 8.

Be kind about your wandering mind. Observe the thoughts that come without judgment. Come back to your breath as needed.

Step 9.

When you're ready, gently lift your gaze or open your eyes. Notice any differences in how you are feeling and thank yourself for the mindfulness practice.

SELF-CARE BINGO



Challenge your team or loved ones to see who can be the first to get a bingo or score the most points!

Reframe 3 negative thoughts

10 minutes of mindfulness

Cook your favourite dish

Get 30 minutes of exercise

Recall 3 things you are grateful for

Dance to your favourite song

Complete a home workout

Catch up with a friend

Take a walk

Did nothing

Read a book

Give yourself a compliment

Just be yourself

Have dinner with your family

Complete a HIIT workout

Treat yourself to your favourite snack or dish

Ate something healthy

Try something new

Get 7-9 hours of sleep

Sing a song out loud

Spend 30 minutes on your hobby

Write 3 positive affirmations for yourself

Work out 3 times in a week

Took a relaxing shower

Watch a movie

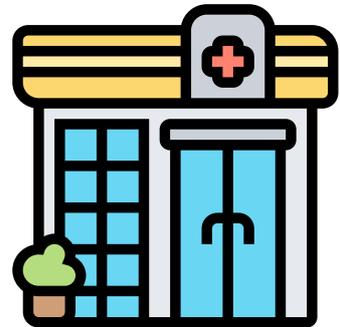
RESOURCES

Medical Support

Public Health Preparedness Clinics

<https://www.flugowhere.gov.sg/>

- The Public Health Preparedness Clinics (PHPCs), as well as polyclinics, will provide special subsidies for Singapore Citizens and Permanent Residents diagnosed with respiratory illnesses.
- Please bring along your NRIC or birth certificate, along with your PG/MG/PA and CHAS card, where applicable.



COVID-19 Symptom Checker

<https://sgcovidcheck.gov.sg/>

- This checker helps people living in Singapore decide on what your next steps should be, based on the symptoms you are experiencing.



COVID-19 Local Situation Updates

<https://www.moh.gov.sg/covid-19>

- Access the latest situation reports, updates, DORSCON level, and resources relating to COVID-19 in Singapore by the Ministry of Health.



RESOURCES

Psychological Support

NATIONAL CARE HOTLINE 6202 6868



- Available 24/7
- To provide emotional support to anyone who needs it - be it stress over finances or marital and family tensions
- Trained officers will link callers up with social service agencies and specialised services if needed

SPS OPERATIONAL PSYCHOLOGY BRANCH 6546 9500 PRIS_MR@PRIS.GOV.SG

- Available 24/7
- Psychological support for SPS staff
- Self-referral or refer a colleague whom you think could benefit from additional support

COMMUNITY PSYCHOLOGY HUB ONLINE COUNSELLING [HTTP://CPHONLINECOUNSELLING.SG](http://cphonlinecounselling.sg)

- Speak to a counsellor through live chat (Mon - Fri 9am - 9pm, Sat 10am - 2pm) or e-mail (24/7) regarding marital, divorce, parenting, or caregiving stress.

IMH MENTAL HEALTH HELPLINE 6389 2222

- Available 24/7
- For people facing a mental health crisis
- Alternatively, seek medical help at IMH's 24-hour Emergency Services located in the hospital

SAMARITANS OF SINGAPORE (SOS) HOTLINE 1800 221 4444

- Provides confidential emotional support to individuals facing a crisis, thinking about or affected by suicide.

SAMH HELPLINE 1800-283-7019

- Toll-free helpline provides the first point of contact and assistance to callers who seek information or help for their concerns.
- Mon - Fri, 9am to 1pm, 2 - 6pm

LIMITLESS [HTTPS://WWW.LIMITLESS.SG/](https://www.limitless.sg/)

- Request counselling support via phone, text or WhatsApp tailored for youths aged 12-25

TINKLE FRIEND HELPLINE 1800-274-4788

- Provides support, advice, and information to lonely and distressed children
- Helpline - Mon - Fri, 2.30 - 5pm
- Online chat - Mon - Thur 2.30 - 7pm, Fri 2.30 - 5pm



RESOURCES

Parenting Support

Parent Kit

<https://www.moe.gov.sg/parentkit>

- A variety of resources for parents in guiding and supporting children through Home-Based Learning, promoting cyber wellness, as well as developing better school-home partnerships.



MOE's FAQs Regarding COVID-19

<https://www.moe.gov.sg/faqs-covid-19-infection>

- Answers to frequently asked questions on MOE's guidelines and changes implemented for students during the COVID-19 situation.



Healthy Parenting Tips

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/healthy-parenting>

- To help parents interact constructively with their children during this time of confinement, these six one-page tips for parents cover planning one-on-one time, staying positive, creating a daily routine, avoiding bad behaviour, managing stress, and talking about COVID-19. Use them to your and your kids' advantage, and have fun in doing so.



RESOURCES

Financial Support

The Courage Fund - Frontline Workers

www.ncss.gov.sg/thecouragefund

- One-time payout of \$3000.
- For frontline officers who have contracted COVID-19 while providing services which would reasonably bring them in contact with confirmed and/or suspected COVID-19 patients, and/or environments which held COVID-19 patients.

Temporary Relief Fund

www.go.gov.sg/msf-covid19-support

- One-time payout of \$500.
- For people who have lost their jobs or faced an income loss of at least 30% due to COVID-19 and meet the eligibility criteria.
- Apply online, at a Social Service Office, or a Community Centre.

COVID-19 Support Fund

www.go.gov.sg/msf-covid19-support

- Payout of \$800 per month for 3 months, and employment and training support.
- For people who have lost their jobs due to COVID-19 who meet the eligibility criteria.
- Apply at a Social Service Office or a Community Centre.

For a comprehensive list of current available government support, grants, and funds, as well as the details for application, please visit:

<https://www.supportgowhere.gov.sg/>

For a complete list of official COVID-19 resources, please visit:

<https://www.gov.sg/article/covid-19-resources>

STAND TOGETHER



by not



STANDING TOGETHER

Together, we can overcome
as one SPS and one SG