

# CAPACITY CHECK WORKSHEET

PAUSE BEFORE YOU SAY YES

THIS WORKSHEET HELPS YOU RESPOND FROM HONESTY, NOT PRESSURE.

## STEP 1: THE PAUSE

BEFORE RESPONDING, TAKE ONE SLOW BREATH IN AND OUT.

WHAT IS BEING ASKED OF ME?

---

---

---

## STEP 2: CAPACITY SCAN

CIRCLE THE ANSWER THAT FEELS MOST TRUE RIGHT NOW (NOT ON A "GOOD DAY")

MY CURRENT ENERGY LEVEL FEELS LIKE:

FULL  MODERATE  LOW  EMPTY

MY STRESS LEVEL TODAY IS:

LOW  MEDIUM  HIGH

IF I SAY YES, THE COST TO ME WOULD BE:

SMALL  MANAGEABLE  HEAVY  UNSUSTAINABLE

---

## STEP 3: REALITY CHECK

ANSWER HONESTLY:

WILL THIS PULL ENERGY FROM SOMETHING ESSENTIAL (SLEEP, HEALTH, WORK QUALITY, EMOTIONAL STABILITY)?

YES  NO

AM I CONSIDERING SAYING YES TO AVOID GUILT, CONFLICT, OR DISAPPOINTMENT?

YES  NO

IF YOU CHECKED YES TO EITHER → THIS IS A BOUNDARY MOMENT.

---

## STEP 4: CHOOSE A CAPACITY-BASED RESPONSE

SELECT ONE SCRIPT. DO NOT ADD EXPLANATIONS.

"I'M NOT ABLE TO TAKE THAT ON RIGHT NOW."

"THAT DOESN'T WORK FOR ME."

"I NEED TO THINK ABOUT IT AND GET BACK TO YOU."

(WRITE IT OUT ONCE TO ANCHOR IT.)

---

# CAPACITY CHECK WORKSHEET

## STEP 5: BODY CHECK (AFTER THE BOUNDARY)

NOTICE, NOT JUDGE, WHAT SHOWS UP.

IN MY BODY, I NOTICE:

RELIEF  GUILT  TENSION  CALM  ANXIETY

REMINDER: GUILT DOES NOT MEAN YOU MADE THE WRONG CHOICE.

IT OFTEN MEANS YOU MADE A NEW ONE.



### SAYING YES HERE WOULD HAVE COST ME:

---

---

---

### SAYING NO PROTECTS:

---

---

---



MY CURRENT CAPACITY

----- /10