

# Simple Statements for Setting Boundaries and Saying No

Our boundaries determine what is okay with us versus what is not. Boundaries are dictated by our needs and clearly identify our limits, which helps to foster healthy workplaces and prevent burnout.



## Here are 10 statements for saying no:

"Unfortunately, I'm busy and have to say no."

"I have other plans and am not available."

"I wish I could help you, but I am overcommitted right now."

"I don't have the time or energy to do that today."

"I am grateful you asked me but I have to decline."

"Thank you for thinking of me but I'm not able to."

"I'm sorry, but I can't fit this in at the moment."

"No thank you, but I appreciate you asking!"

"I wish I could, but I'm not taking on anything else right now."

"Now is not a good time for me."



## Here are 10 statements for setting boundaries:

"I'm not available to work on weekends."

"I need at least one 15-minute break per shift to get outside and walk my dog."

"I don't work more than 5 shifts per week."

"I turn my phone off at 10 PM and am unavailable until 8 AM."

"I don't respond to work-related questions via text and ask that you call me instead."

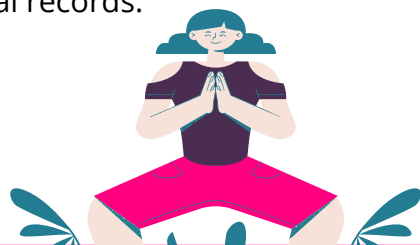
"It is my personal rule not to share my cell number with clients."

"I won't be available during my vacation and will need someone to follow-up on my cases."

"I don't check work emails outside of my scheduled shifts."

"I won't see more than 2 appointments per hour."

"I need 1 hour blocked off to complete my medical records."



Saying no to others can feel selfish and harsh, but it is necessary to carve out time for ourselves. Having statements ready to use when needed can help to alleviate the pressure to say yes.



For more resources related to veterinary mental health and wellbeing, please visit

[www.marieholowaychuk.com](http://www.marieholowaychuk.com)

