



# CIRCLES

Program

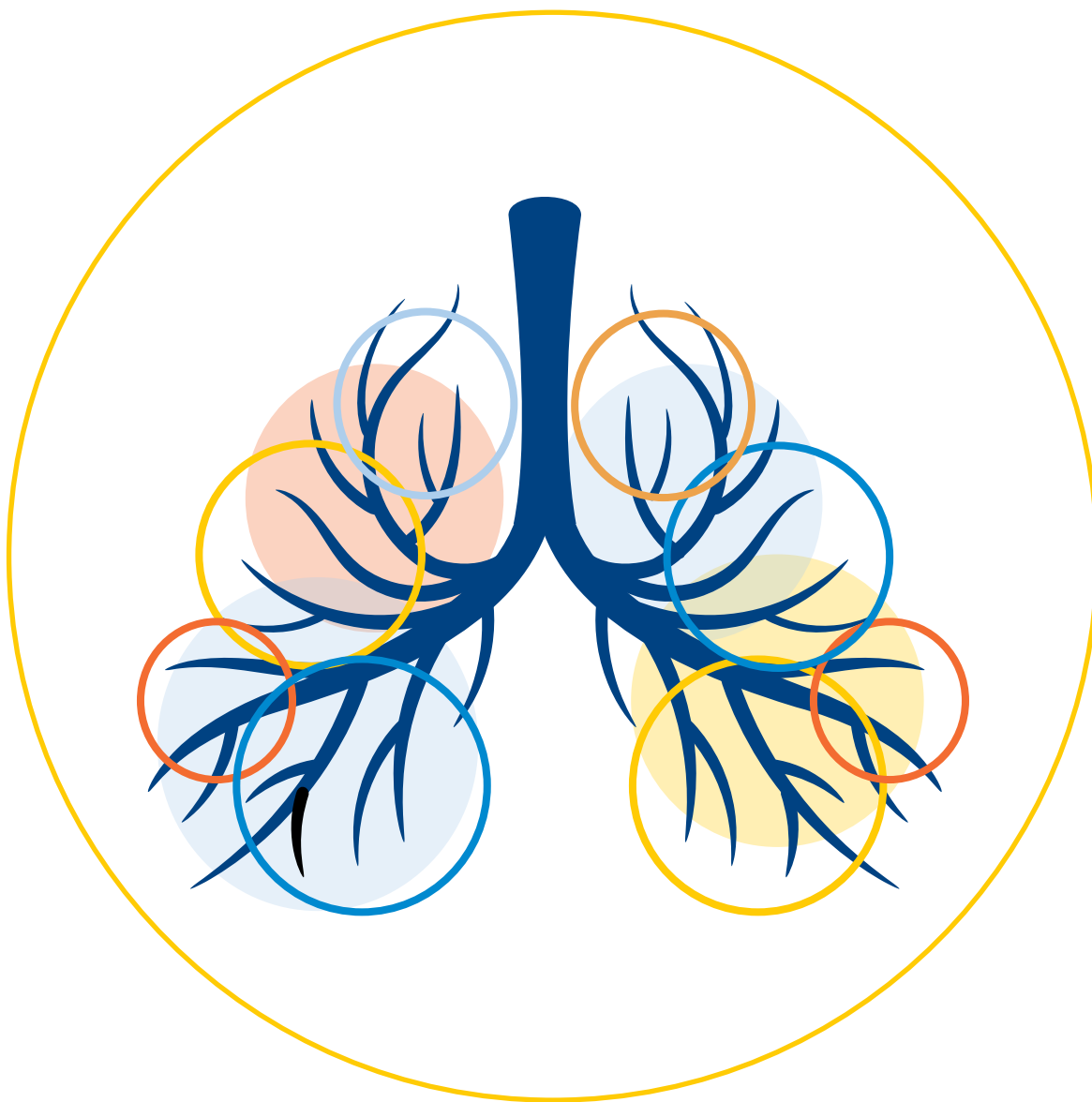
Clinicians  
Improving the  
Rural  
COPD  
Landscape through  
Education in  
Self-care



**COPD** FOUNDATION®














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COPD Foundation, Inc.'s CIRCLES Project for COPD Self-Management in Rural Locations sponsored by AstraZeneca

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Each section is color coded for easy access.

## Tear Out Sections:

Survey Card

My COPD Journey Game Board

My COPD Action Plan

Tips For Living Well with COPD

Pocket Medication Record

# GETTING STARTED

Welcome to the CIRCLES program! CIRCLES will help you learn more about how to live and feel better with COPD. The CIRCLES materials can be used on your own, with your primary care doctor, or in pulmonary rehabilitation (also called pulmonary rehab). If you are not in pulmonary rehab, don't worry. The CIRCLES program is for anyone with COPD! Pulmonary rehab is a wellness program that combines exercise, emotional support, and education to help you to better manage your COPD symptoms. If you are already participating in pulmonary rehab, you can use your CIRCLES materials with your class. Here's what one individual thought about their experience in pulmonary rehab:

*Doing pulmonary rehab has had the most significant impact on my life, both physically and psychologically. In four short months, I've gone from sitting on my couch waiting to take my last breath, to walking for 30 minutes. I can work a full day, and still have energy when I get home.– Individual with COPD*

Everyone's experience with COPD is different, but all CIRCLES participants will learn important skills for managing their COPD and preventing flare-ups (exacerbations). As part of the CIRCLES program, you have received this workbook as well as a Fit Kit which contains:

- A bag for carrying your workbook and Fit Kit tools
- A pen for completing your workbook and My COPD Action Plan
- A clip magnet to post your completed My COPD Action Plan on your refrigerator
- A pedometer for tracking your daily activity
- A datebook for recording important appointments and reminders
- And other fun surprises!

In the center of this book, you will also find a removable section that includes:

- A copy of Tips for Living Well with COPD
- A My COPD Action Plan to fill out with your health care provider
- A game board that can help you use the COPD Pocket Consultant Guide (PCG) app
- A survey card to complete when you are finished with the CIRCLES program

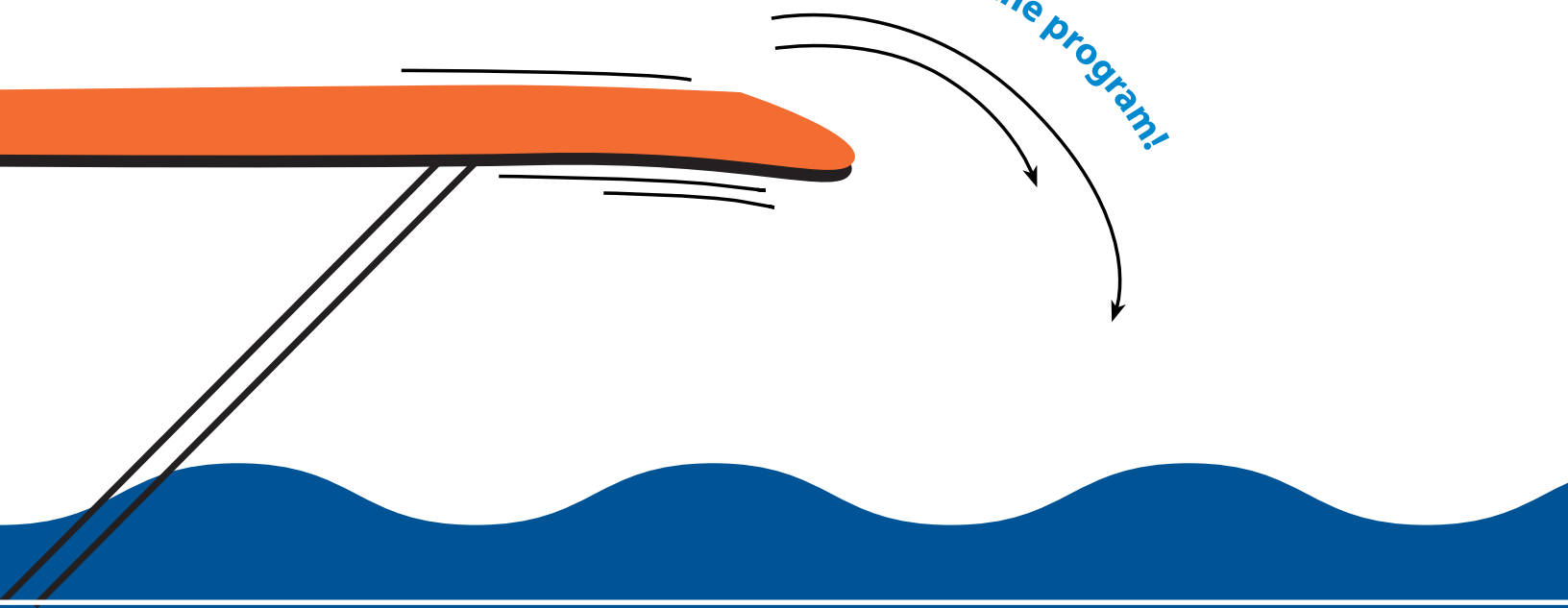
Your CIRCLES Fit Kit and workbook will be important resources for you. Use this workbook with your health care team or on your own at home and be sure to ask questions as you go along. Each section covers one aspect of living well with COPD. These interactive sections offer important information and activities that will help you learn more about how to manage your COPD.

The information in this workbook and game board are also available for free in the COPD Foundation Pocket Consultant Guide app for smartphones. If you have a smartphone, feel free to download the app for free in the Apple store or Google Play store. You can use the app to track your progress. You can also view inhaler videos, exercise videos, and enjoy access to other helpful tools. And if you don't have a smartphone, don't worry! You can also learn more about how to use the game board, My COPD Action Plan, and other tools on our CIRCLES website at:

<https://copdf.co/circles>



*Now, let's dive into the program!*



# COPD AND EXACERBATIONS (Flare-ups)

Chronic obstructive pulmonary disease (COPD) is a term used to describe chronic (not curable) lung diseases including emphysema and chronic bronchitis. Many people with COPD feel breathless at times. They may also have symptoms such as tiredness, wheezing, and coughing with or without mucus. COPD cannot be cured, but with the help of your health care or pulmonary rehab team, it can be treated and managed.



*I am so thankful that exacerbations don't knock me all the way down, because I am proactive.*  
– Individual with COPD



COPD is a progressive disease, which means it can become worse over time. You can help slow that process by taking steps such as increasing your activity, taking your medications on time, quitting smoking if you smoke, and making other healthy changes in your life.

Part of your COPD management plan is recognizing exacerbations (flare-ups) and acting quickly so they don't get worse. The My COPD Action Plan in the removable section of this workbook can help you. Fill it out with your health care team and use it frequently, every day if possible. It will give you important directions to follow on both good days and bad days.

*The removable section of this workbook also contains Tips for Living Well with COPD. This flyer gives helpful advice for managing your COPD and staying healthy.*

Some common signs and symptoms of flare-ups include :

- ☐ Fever
- ☐ More shortness of breath or coughing than usual
- ☐ Needing your bronchodilator (quick relief inhaler or nebulizer) more often
- ☐ Change in the color, thickness, or amount of mucus
- ☐ Unusual tiredness
- ☐ New or worsening swelling in the legs

Which of these symptoms have you experienced in the past? Are your symptoms usually the same or do they vary? Check off the symptoms you've noticed in past flare-ups and add other symptoms and patterns on the lines provided.

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Call 911 if you experience dangerous warning signs such as:

- ☐ Confusion or slurring of speech
- ☐ Excessive sleepiness
- ☐ Severe shortness of breath or chest pain
- ☐ Lips or fingers that are blue or pale



Exacerbations are usually caused by lung infections. They can also be caused by many other factors, such as weather, infections, inhaled irritants, pollution, and more. The things that trigger exacerbations can be different for everyone. Have you noticed anything that causes your COPD to flare up? Do you notice patterns in your symptoms, such as having flare-ups at certain times of the year or during certain activities? Write down your triggers on the lines below.

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## Time to Check in

What questions about COPD do you have for your health care team? You may have questions about your past flare-ups. Or you may need help identifying your flare-up symptoms. You may also wonder what caused your COPD. Write your questions below and bring them to your next visit or pulmonary rehab session.

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# GOAL SETTING

One of the most important parts of any COPD education program is goal setting. Deciding what is important to YOU and then planning how to achieve that goal is an essential part of managing your COPD. Think about the activities that are most important to you. Do you like to:

Garden

Cook

Play with your grandkids

Have lunch with friends

Go for walks



Travel

Watch sporting events

Visit with family

Something else?

**“My personal goal is to try to live the best I can so I can be around here longer.”**  
– Individual with COPD

Think about what you can do now and what you'd like to be able to do in the future. For example, some people might want to be able to walk from the car to the field to watch a baseball game. Others might want to do woodworking hobbies or plant seedlings in their garden. Some people may simply want to remember to take their medications on time every day. What would you like to be able to do? Write your ideas below.

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Now that you've decided on some large goals, let's think about how to make those goals a reality. What smaller goals might you have to meet before reaching that larger goal? For example, if you want to plant in your garden again, you might have to work your way up to walking short distances and standing or crouching for short periods of time. Think about how you could do that. Maybe you could start tracking your steps with your pedometer and try to walk just a few more steps than you did the day before. Or maybe you'll try exercises using small hand weights or carrying heavier items such as bags of groceries or baskets of laundry. Write some ideas below and talk to your pulmonary rehab team about how to achieve them. And be sure to remember why you're working towards these goals. Why are they important to you? You can add your "why" for each goal on the lines below.

**GOAL:**

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**MY WHY:**

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## Time to Check in

What questions do you have for your health care or pulmonary rehab team? You may wonder how long it will take to achieve your goals or how difficult the exercises and activities will be. Write your questions below and bring them to your next visit.

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## MEDICATIONS

Medications are an important part of your COPD treatment. COPD medications must be taken exactly as prescribed by your health care provider. Some medications must be taken daily without missing a dose, while others are used only when you have COPD symptoms.



*I wasn't taught how to properly use my inhalers until I went to pulmonary rehabilitation, probably 2 or 3 years after I had been diagnosed in 2001.*  
– Individual with COPD



## Medications for Exacerbations

There are many medications that can help improve your COPD symptoms. It is important to know why you are taking each of your medications and how to use them properly.

## Short-acting Medications

Short-acting medications work quickly to help relieve your COPD symptoms. The most common short-acting medications are bronchodilators. These are the medications that you use when you need quick relief of COPD symptoms. Bronchodilators work by relaxing the muscles around the breathing tubes in your lungs. They help you to breathe easier and cough less.

## Oral Corticosteroids

Oral corticosteroids are pills that reduce the swelling in your airways and make your breathing easier. These are not the muscle-building steroids that some athletes use. These medications are helpful during a COPD flare-up.



## Medications for Daily Use

Some medications that treat COPD are supposed to be used every day. These medications should be part of your daily routine, like taking vitamins or brushing your teeth. They often do not work quickly and must be taken every day for several days or weeks before you feel a difference in your symptoms. These long-acting medications can include:

- **Inhaled Corticosteroids:** These are medications that help to reduce inflammation and swelling in your lungs. They decrease your risk of a flare-up.
- **Long-acting Bronchodilators:** These medications help open your airways over a longer period. They do not work quickly and should not be used for quick relief of COPD symptoms. These medications are often used once or twice daily, every day.

*If you are having trouble affording or accessing your medications, talk with your health care team. There are many discount prescription programs and other resources that can help you with the cost of your medications. Ask your health care team or pharmacist for more information. You can learn more about prescription discount programs in the More Resources section of this workbook.*

Which medications do you use to help treat your COPD symptoms? Write down the names of your medications in the table below. Fill out the other information too, such as how often you should be taking them, and how many puffs or what dosage you are using. Then ask your health care provider to watch you use your inhaler and make sure you're using it correctly. After that, you can check off the "success" column. You can also list your information in the wallet card found in the removable section of this workbook as well as the COPD Foundation Pocket Consultant Guide smartphone app. Be sure to use a pencil when filling out your hard copy wallet card. Your medications may change over time, and you may need to make changes to your card.

Medication Name	Dose	How Often	Success

*Every medication has side effects. If the side effects of your medications are bothersome, check with your health care team. There may be other options for you.* \_\_\_\_\_



## Time to Check in

What questions about your medications do you have for your health care team? You may wonder how long it will take to start feeling better after taking new long-acting medications, or you might want to know if there are any possible side effects to your medications. Write your questions below and bring them to your next visit.

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## MEDICATION DELIVERY

COPD medications are available in inhaler, nebulizer, and pill form. There are many kinds of dry powder inhalers, metered dose inhalers, soft mist inhalers, and nebulizers. Each one works a bit differently. It is important to check your medication's instructions to make sure you're using it correctly. You can also watch the inhaler and nebulizer videos featured on the COPD Foundation website at <https://copdf.co/videos> or in the COPD PCG app. Check with your health care team if you have questions about how to use your inhalers and nebulizers or if you have trouble using them. There may be other medication options for you. Now, let's learn more about the different medication delivery options for people with COPD.

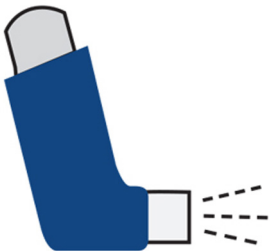


*I also would make sure all patients **KNOW** the name of all their inhalers and their classification. Even after years, it is amazing how many still don't know their names*  
– Individual with COPD



## Metered Dose Inhalers

Metered dose inhalers are the “puffer” inhalers that many of us use when we are feeling short of breath. Inhaled corticosteroids also come in inhaler form, but these are not used for quick relief. It is important to know the difference between these types of medications. While they may look similar, they are used for different purposes. Ask your health care team if you're not sure what type of medication is in your inhaler.



All metered dose inhalers do not work the same way. Some release a puff of medication when you press down on the canister. Others, called breath actuated inhalers, release medication only when you inhale. If your inhaler releases a quick spray of medication, you may need to use a spacer with it. A spacer, also called a holding chamber, helps your lungs get all the medication in that puff. Sometimes, the spray comes out so quickly that it hits the back of your throat and tongue. A spacer helps to get the medication deep into your lungs. Ask your health care team if a spacer should be used with your inhalers. If you use a breath actuated inhaler, no spacer is needed.

## Soft Mist Inhalers

Soft mist inhalers release medication slower than metered dose inhalers. This allows you to inhale the medication slowly, which helps it go deeper into your lungs. There are several different types of soft mist inhalers. Spacers are not needed for this kind of inhaler.

## Dry Powder Inhalers

Dry powder inhalers are different from metered dose inhalers and soft mist inhalers. Dry powder inhalers contain medicine in powder form. Since this type of inhaler does not release medication in a puff, you will have to do the work of breathing in the medicine. When using a dry powder inhaler, you'll want to breathe the medication in quickly and deeply so that the medication goes deep into your lungs. Some people find it hard to breathe in forcefully enough to inhale the powder. If you feel that you are not improving with the use of a dry powder inhaler, check with your health care team.

*Be sure to keep your dry powder inhaler in a cool, dry place. Extra moisture in the air can make the medicine clump together and it may not work as well.*

## Nebulizers

Nebulizers, or breathing treatment machines, are used to deliver medication to your lungs by turning liquid medicine into a mist. Many different COPD medications come in liquid form for use with a nebulizer machine.

When using a nebulizer, you can choose to use a mask or a mouthpiece. If you're using a mask, you can just relax and breathe normally during your treatment. If you're using a mouthpiece, it is important to focus on your breathing so that you are breathing only through your mouth during the treatment.

There are also many different types of nebulizers for home use. Some nebulizers are larger and plug into an electrical outlet. Others are small, portable, and battery operated. They are convenient for use "on the go." Some nebulizers can even be plugged into a car adapter! Talk to your health care team about your nebulizer needs and find out what options are available for you.



Be sure to clean your nebulizer as directed by your home care company and the nebulizer's instruction manual. Store your nebulizer in a safe location where it won't fall or become damaged. You can learn more about the care and cleaning of your nebulizer by watching the nebulizer videos on our website at <https://copdf.co/videos>.





## Time to Check In

What questions do you have for your health care team? You may want to ask about the correct way to use your inhalers or how to clean your nebulizer. You may also want to know the best way to store your medications. Write your questions below and bring them to your next visit.

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## OXYGEN THERAPY

Did you know that some people think oxygen is addictive? That is not true. Some people need to use oxygen because their bodies can't get enough from the air around them.

Not every individual with COPD will need to use oxygen therapy. Some won't use oxygen therapy at all, and others may use it every day. Your health care provider will perform tests to see if you need supplemental (extra) oxygen at home. If you do, you will have many choices of equipment. Your health care team will help you to choose the one that best fits your needs.

Some people use portable oxygen concentrator machines, while others use oxygen tanks. If you like to stay active and run your own errands, a portable oxygen system may be right for you. If you like to travel, you may need to plan to have extra oxygen delivered to your destination, and you will likely need batteries and chargers for the trip. For more information on using oxygen and traveling with COPD, download our guides [Oxygen Therapy and Traveling with COPD](https://copdf.co/guides) found on our website at [copdf.co/guides](https://copdf.co/guides).

*I will say I was never embarrassed wearing oxygen, I was just happy it was available. I wear it all the time. I try to save my lungs and heart any further damage. I want to stay as healthy as I can for as long as I can.*  
– Individual with COPD

## Oxygen Therapy and Exercise

If you are participating in a pulmonary rehab or exercise program, you may need to use oxygen when exercising, even if you do not use oxygen at other times. Extra exercise and activity will make your body use more oxygen. Using extra oxygen during exercise helps to build your stamina so you can do more activity for a longer time. This helps your overall health. We want you to be comfortable and supported, so don't worry if you use oxygen while exercising. You may not need it at other times.

If you do use oxygen at home, your health care team may tell you to increase your oxygen flow while you exercise or do activity, and then turn it back down to your normal level when your activity is finished. Don't adjust your oxygen without being instructed by your health care team. It can be dangerous to use too little or too much oxygen.

# Do's and Don'ts for Oxygen Use

Oxygen is a powerful gas that can make any flame burn faster and hotter. Here are some “do's and don'ts” for using oxygen. Think about ways to use oxygen safely in your home. Add your own ideas on the lines provided.

☐ Never allow smoking near your oxygen equipment.

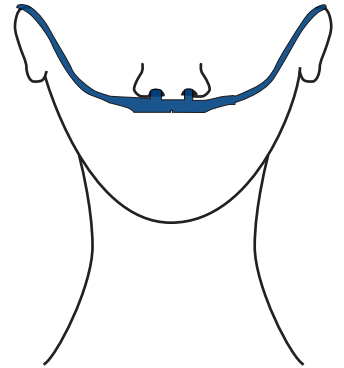
☐ Don't use oxygen near an open flame or near a heat source like a stove or grill.

☐ Don't use oil- or petroleum-based products on your equipment.

☐ Store your oxygen tanks securely so they can't fall over.

☐ Notify the fire department and gas, electric, and phone companies that you use oxygen therapy. Ask to be designated as a “priority service listing.” This will help when there is a power or phone failure.

☐ Prepare for emergencies. Hang signs on your doors alerting people to the presence of oxygen tanks in your home.



## Time to Check In

What questions do you have for your health care team? You may want to ask about how to properly secure your oxygen tanks or how to talk to your friends about not smoking around your oxygen equipment. You may also want to know how much oxygen you should use when you exercise. Write your questions below and bring them to your next visit.

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# EXERCISE

Many people with COPD wish that they could do more of their favorite activities. Your health care team can help! The exercises your health care team recommends can help you to increase your stamina so that you can do more of the activities you love. Many people with COPD are nervous about exercising. Some people think "I can't exercise! I can't even walk to the mailbox without getting short of breath." But don't worry, you're in the right place! If you are in a pulmonary rehab program, your health care team will tailor an exercise program to your needs and ability. This isn't your neighborhood gym! In pulmonary rehab, you will be carefully and closely monitored throughout your activities so that you can exercise safely. If you are not in a pulmonary rehab program, ask your health care team what exercise might be right for you.



*Exercise has made a big difference in my quality of life and pulmonary rehab enabled me to get started. It was more than helpful.*

*– Individual with COPD*



## Fit Kit Pedometer

*If you wear oxygen at home, check with your health care team to ensure you're using the right amount during exercise. Some people may need a higher flow rate while doing activity.*

In your Fit Kit, you received a pedometer. Don't worry, we aren't expecting you to walk miles! The goal of this program is to do a little bit more activity than you did the day before. Before using your pedometer for the first time, ask your health care team how to use it safely.

The pedometer tracks each step you take so that you know exactly how much walking you've done. If OK with your health care team, after the first day of using it, try to add a few more steps the next

day. You can start small with things like getting up to get a drink of water in between commercial breaks while watching TV. You could walk a few steps out your door and then try to go a bit farther the next day. No amount of activity is too small. It all adds up to help improve your breathing and stamina.

Ask your health care team about how much walking you should be doing each day. Write their instructions below.

Pedometer Instructions:

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## Time to Check In

What questions do you have for your health care team? You may want to know how increasing activity can help you to reach the goals you set for yourself earlier in this workbook. You may want to ask about the types and frequency of activities you should be doing. Do you have a favorite exercise or activity that you enjoy? Ask your health care team how to safely add that activity to your daily life. You may also want to know how to change your exercises to make them easier to do in hotter or colder weather. Write your questions below and bring them to your next visit.

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## NUTRITION

Eating well with COPD is a balance. You need enough fuel to help you enjoy your favorite activities, exercise, and even just to breathe! Some but not all people with COPD may need extra calories to fuel their breathing effort. It is important to check with your health care team about your diet and weight. If you weigh too much, your team may want you to lose weight. If you weigh too little, your team may want you to eat more high calorie foods to help support your breathing and activity levels.

**Everyone please take your meds, exercise, get enough rest, and eat a healthy diet. Your life depends upon it.**  
– Individual with COPD

**Don't make changes to your diet without asking your health care provider first. If you have food allergies or dietary restrictions, check with your health care team before trying new foods.**

A healthy diet for someone with COPD includes:

- Fruits and vegetables.
- Whole grains such as wheat, rice, oats, and barley.
- Dairy products such as fat-free or low-fat milk and cheese or plant-based sources of calcium, such as soy products and dark green leafy vegetables.
- Protein such as lean meats, poultry (chicken and turkey), fish, beans, eggs, soy, and nuts.

Do any of these foods sound tasty to you? Have you been meaning to try a new food that you've seen on TV or in magazines? Write down some new foods you'd like to try on the lines below and ask your health care team if they'd be right for you.

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It is always best to cook for yourself because then you know exactly what is in your food. Restaurant food is often high in fat, salt, and sugar. Some people with COPD may find it difficult to stand for a long period of time to cook or may simply not like to cook. We can help! Here are some tips for preparing healthy meals with very little effort:

1. **Get some help from the store.**

- 🍷 Grocery stores often offer premade salads or salad bars, which can be a good source of vegetables, fruit, and protein. You might even try a new vegetable or two on your salad!
- 🍷 Look for low-sodium deli meat and canned vegetables for a quick lunch option.
- 🍷 The produce section is a great place to find quick and easy snacks like fruit, precut vegetables, and even protein bars.



2. **Avoid processed foods and simple carbohydrates like cakes, cookies, and other sweets.** They give you a quick burst of energy, but they don't sustain you like other "slow burning" carbohydrates such as whole grains.



3. **Try a slow cooker or pressure cooker.**

- 🍷 Do you have an old slow cooker that you haven't used in a while? Dust it off and give it a try! With slow cookers, you can add ingredients to the pot, turn it on, and forget about it until it's done a few hours later!



4. **Cook once and eat twice.**

- 🍷 Try a recipe where you cook a dish and then use the leftovers for other meals. You might roast a chicken one day and then use the leftovers for tacos, soup, or sandwiches the next day.

5. **Try a sheet pan dinner.** There are many new recipes on the internet or in cookbooks that are designed for busy people or those who don't like to cook. A sheet pan dinner, which includes protein and vegetables roasted together in the oven in one pan, can be an easy way to get dinner on the table quickly. And the best part is, there is very little mess to clean up!

- 🍷 The internet is full of easy recipes. Visit our online community, COPD360Social at <https://copdf.co/3mSKg2r> for recipes from Debbie, our Connecticut State Captain. Debbie shares healthy, tasty, and quick recipes that are easy to make.



## Time to Check In

What questions do you have for your health care team? You may want to know if you need to change your diet to help support your activity and breathing efforts. Or you may want to try a new food, but you're not sure how to cook it. If you have other health conditions, such as diabetes or high blood pressure, you may want to ask about how changes in your diet would affect those conditions. Ask your team to help you make an eating plan that works for you. Write your questions below and bring them to your next visit.

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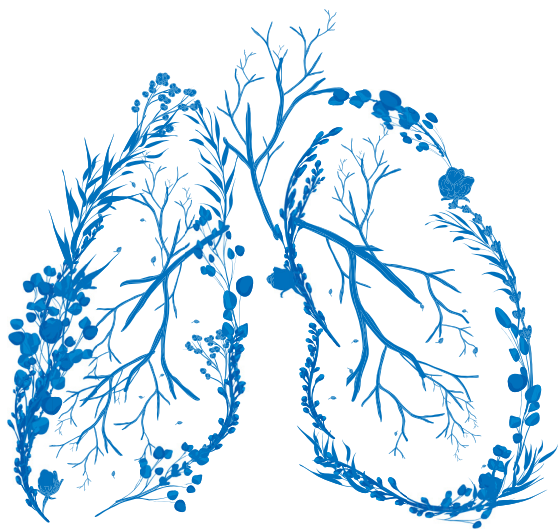
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# TIME TO QUIT

Making healthy choices is important for everyone, but it is especially important for individuals with COPD. If you're a smoker, consider quitting. It is not easy, and it may take a few tries before you quit for good.

Many people may think, "I've smoked for 40 years! Why stop now?" But it's important to remember that quitting smoking at any age can help slow the progression of your COPD and improve your overall health. As we mentioned earlier in this workbook, COPD can worsen over time. But if you take steps to improve your condition, such as eating well, exercising, and quitting smoking, you can help slow that process.

*It's not always easy to quit, but it's worth it. And so are you.*  
– COPD Foundation Team Member



Consider talking with your health care team about quitting smoking. There are many tools available to help you, such as patches, gum, medications, and more. Often, people need to try multiple different tools to be successful. Check with your health care provider about what tools would be most helpful for you. Which tools are you interested in adding to your "toolbox?" Make a list and share it with your health care team.

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You can also write down the tools you've tried in the past and how they worked for you. This can help your team to choose tools that might help you be more successful in quitting smoking. Visit our website at [www.copdfoundation.org](http://www.copdfoundation.org) for more information on how to quit smoking. [The Impact of Smoking flyer](#) in our downloads library is designed to help you quit smoking and live a healthier life.



## Time to Check In

What questions do you have for your health care team about quitting smoking? You may wonder about the other "hidden" benefits of quitting smoking. You may also want to know how to get started. Have you tried quitting in the past? Write down the methods you've tried before and ask your health care team about how to find a new plan that works for you. Write your other questions below and bring them to your next visit.

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# MENTAL HEALTH

Living with a condition such as COPD can be challenging and stressful at times. You may feel sad, tired, disappointed, frustrated, and overwhelmed. These feelings are a normal part of coping with a chronic illness. But there are ways to help cope with those feelings and better manage your COPD.

Stress can cause physical changes in your body. When you feel stress, your body releases hormones to help manage it. Stress hormones cause your heart and lungs to work harder. This can lead to other medical problems and can cause your COPD symptoms to flare up.

*Depression kicked in this winter, but I've begun exercising, changing my diet, and basically changing my lifestyle. I/we can do this!*  
– Individual with COPD

## Tools and Techniques

There are many tips and tricks you can use to help you cope with your feelings, stress, and shortness of breath. One helpful tool is one that you can use in your COPD exacerbations, too. It's called pursed lip breathing. Let's try it together. Follow the steps below and focus on your breathing.

1. Sit and lean forward with your arms resting on a table. This helps to relax your breathing muscles.
2. Breathe in through your nose (as if you are smelling something) for about two seconds.
3. Pucker your lips like you are blowing out candles on a birthday cake.
4. Breathe out very slowly for 4 to 6 seconds.
5. Relax all your muscles, close your eyes, and relax.
6. Repeat the steps if needed.

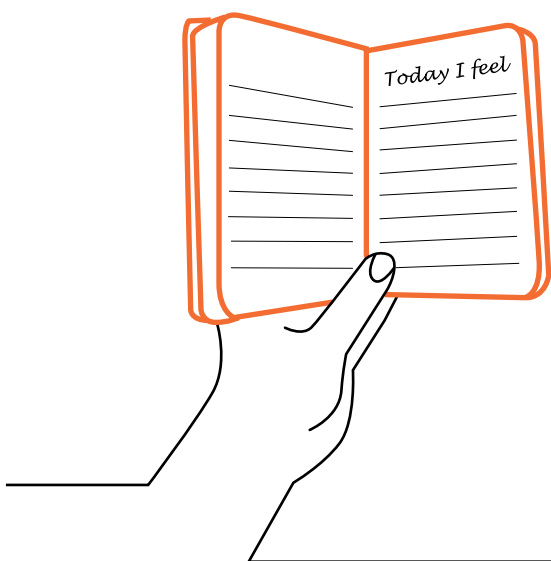
You can also try helpful activities like meditation, journaling, or talking with a support group. Your health care team can connect you with pulmonary rehab programs and other groups that offer support from people just like you who have COPD. It is helpful to share your feelings and experiences with others who are going through the same things. Social support is an important part of coping with a chronic condition. We can't do it alone!

**BREATHE IN**  
**THROUGH**  
**NOSE** 1...2...

**BREATHE OUT**  
**SLOWLY**  
**THROUGH PURSED**  
**LIPS** 1...2...3...4...

Some people with COPD find that writing down their thoughts and feelings can help them process those feelings. Use the journal pages in the back of this workbook to share some of your feelings. You may keep these private, or you may choose to share them with your health care team or a mental health professional. Think about how you are feeling both physically and mentally. Consider keeping a diary of these feelings and be sure to include information such as the activities you enjoyed that day or the weather conditions. These important pieces of information can help you to not only process your feelings and symptoms, but also track your symptoms and things that trigger them. Give it a try!

*"If you'd like to continue your journaling, you can make copies of these pages. You can also use a notebook from home as a journal. Any paper will work."*



*If you feel that your stress or feelings about your COPD are becoming overwhelming, ask your health care team for a referral to a mental health expert.*



## Time to Check In

What questions do you have for your health care team? You may want to know if your feelings are normal. You may think that it is time to talk to a mental health professional, but you're not sure how to begin. Write your questions below and bring them to your next visit.

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# PALLIATIVE CARE AND ADVANCE DIRECTIVES

There may be a time in your journey with COPD where you are thinking about the future and what might happen if your condition gets worse. It's helpful to know what options are available to you in case you need them.

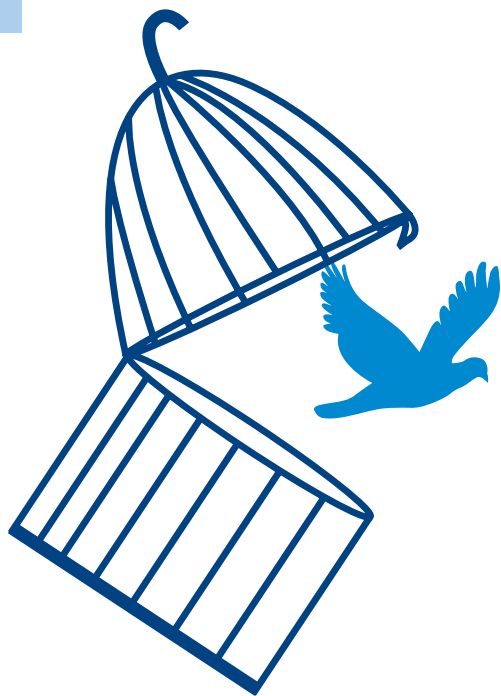
People with COPD can often benefit from palliative care, which is a special type of care for people with chronic, progressive health conditions. The idea of palliative care is to support your needs as you move through your illness. The palliative care team will help coordinate your care and make treatment plans that are specially designed for you.

Hospice care is a type of palliative care that is generally for people who are terminally ill and have fewer than six months to live. Hospice is a helpful service that allows people to live the last months of their life with dignity, and more importantly, according to their own beliefs and wishes. Hospice care can be provided in your home, nursing facility, or even in the hospital. Nurses and other medical professionals will visit and care for you, and you and your family are in charge of any care decisions that need to be made.



***Once your advance directives are complete, you can relax and know that the planning is done. You can forget about it and go on living!***  
— COPD Foundation Advance Directives Guide for Better Living





Taking charge of how you want to live is an important part of end-of-life care. Think about what living means to you. What is important to you? Do you want to live as long as you can even if that means you have to be on a breathing machine? Would you want the medical team to do everything they could to keep you alive, even if that means you would not be aware of your surroundings or able to communicate? These are some of the questions you can consider when thinking about end-of-life care. Advance directives are written statements that outline your wishes. They tell your family what you want and how you want to live. No one should make these decisions except **you**.

Did you know about palliative care and advance directives before reading this section? What are your thoughts on palliative care and advance directives? Write down your beliefs and wishes on the lines below and talk about them with your family and health care team.

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## Time to Check In

What questions do you have for your health care team? You may want to know more about palliative care and hospice care. You may be interested in making advance directives but aren't sure how to get started. Write your questions below and bring them to your next visit.

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## LOOKING AHEAD

We hope you've enjoyed your time with us here in the CIRCLES project workbook! The information and tools you received in this program will continue to help you as you move ahead on your journey with COPD. Remember to follow your team's instructions, write down any questions you may have along the way, and keep up with your activity. You have come a long way in this program, and the best is yet to come!

As you finish your first time through this workbook, please fill out the survey card found in the removable section. The postage is already paid for you, so just drop it in the mailbox when you're finished. While filling out the card, be sure to let us know what we're doing well and what we can improve upon. This will help us to deliver more helpful programs to people like you.

*I received some helpful information. I learned how to cope with my disease.*  
– Individual with COPD

# MORE RESOURCES

Visit the COPD Foundation website's Downloads Library at <http://copdf.co/education-materials> to access free educational materials.

Learn more about COPD on the Foundation's website at [www.COPDFoundation.org](http://www.COPDFoundation.org).

Download the COPD Guides for Better Living Series at [copdf.co/guides](http://copdf.co/guides). This series of booklets cover topics such as:



- Advance Directives
- Coping with COPD
- Exacerbations
- Exercise and COPD
- Hospital to Home
- Nutrition and COPD
- Oxygen Therapy
- Traveling with COPD
- Understanding COPD

*A great organization with wonderful resources, people are friendly and very helpful with advice. If you have COPD, this is a great place to learn about your disease.*

*– Individual with COPD*

Connect with others: COPD360social, our online community, is a place to share thoughts and ideas, ask questions, and communicate with peers as well as experts. To join this free community of more than 52,000 individuals, please visit [www.copd360social.org](http://www.copd360social.org).

If you're having trouble affording your medications, consider contacting discount prescription drug programs. Learn how to save money on your prescriptions by visiting [www.goodrx.com](http://www.goodrx.com) or [www.needymeds.com](http://www.needymeds.com). The companies that make your medications may also offer prescription discounts. Contact them for information on special offers and pricing.



[illegible]

## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

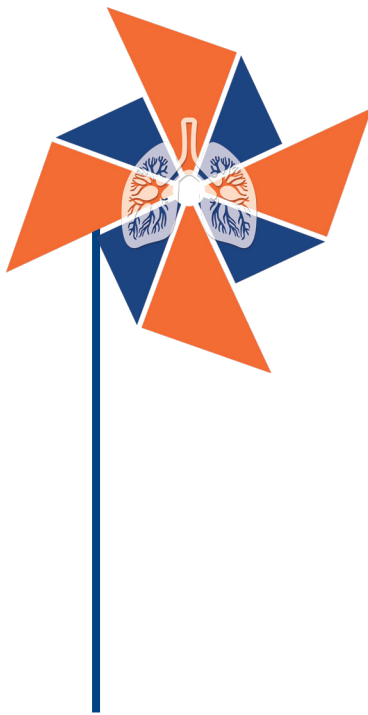
## Important Contacts

Name:

[illegible]

Phone Number:

[illegible]



# My COPD Journey Gameboard

## DIRECTIONS:

Use this game board to help you discover how to use the PCG app.  
Follow the arrows clockwise and become familiar with tools to help you live well with COPD.



## GOALS:

☐  
☐  
☐  
☐

## OBJECTIVES:

- #1 Help you feel confident managing your COPD.
- #2 Improve communication between you and your health care team.

Review your goals and this gameboard. Update your goals as needed.

**FINISH**

**START HERE**

What are your COPD goals? Watch the goal setting video on the CIRCLES website at <https://copdf.co/circles>.



### Wallet Card/Medications

1. Fill in the wallet card on the app.
2. Ask your rehab team about how to use your medications correctly.
3. Watch the videos about your medicines on the app.
4. Practice taking your medicines like in the video.

### Exercise/Activity

1. Fill in the Activity Tracker on the app.
2. Think about how you can be more active.
3. How can activity help you reach your COPD goals?
4. Watch the exercise video on the app.

### My COPD Action Plan

1. Click the statements in the app that show how you feel today.
2. Use this section of the app every day to track your symptoms.
3. For more help, watch the My COPD Action Plan video on the CIRCLES website at <https://copdf.co/circles>.

### For My Next Visit

1. In the app, select questions to ask your health care team.
2. Select any symptoms that have changed since your last visit.
3. Practice adding your own questions in the app.



**COPD FOUNDATION®**

For personal use only. Permission required for all other uses.





My Name: \_\_\_\_\_ Date: \_\_\_\_\_  
My Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Please complete the section below. Bring all your medicines and inhalers along with a complete list to doctor's office visits. Think about your ability to perform these activities on a typical "green" day. Place one check mark in each column. In the last (blank) column write in an activity you would like to be able to do again. Check the box below it to show how difficult it is to do that activity now. Share this goal with your healthcare team and your family.

	CLEANING	MAKING MY BED	BRUSHING MY TEETH	BATHING/ SHOWERING	WALKING	CLIMBING STAIRS	WORKING	SLEEPING	EXERCISING	COOKING
I can do this										
I can do this w/minor limitations										
I struggle to do this										
I cannot do this										

Instructions: Work with your doctor to complete this section on special medications for use on your Yellow and Red days.

### A Normal Day for Me

- ☐ My breathing is normal
- ☐ My cough and mucus are normal
- ☐ My sleeping is normal
- ☐ My eating and appetite are normal
- ☐ My activity level is normal

### Take Action

- ☐ I will take all medications as prescribed
- ☐ I will keep routine doctor appointments
- ☐ I will use oxygen as prescribed
- ☐ I will exercise and eat regularly
- ☐ I will avoid all inhaled irritants & bad air days
- ☐ I will update my COPD Action Plan every 6 months

### A Bad Day for Me

- ☐ I have a low grade fever that doesn't go away
- ☐ I have increased use of rescue medications without relief
- ☐ I have a change in color, thickness, odor or amount of mucus
- ☐ I am more tired than normal or have trouble sleeping
- ☐ I have new or more ankle swelling
- ☐ I am more breathless than normal
- ☐ I feel like I am catching a cold

### Take Action

- ☐ I will limit my activity and use pursed-lips breathing
- ☐ I will take regular medications as prescribed
- ☐ I will report these changes to my doctor today
- ☐ I will start special medications\* prearranged with my doctor which includes: \_\_\_\_\_

### A Bad Day When I Need Help Right Away

- ☐ I have disorientation, confusion or slurring of speech
- ☐ I have severe shortness of breath or chest pain
- ☐ I have a blue color around my lips or fingers
- ☐ I am coughing up blood

### Take Action

- ☐ I will call 911 right away
- ☐ I will start these special medications\*: \_\_\_\_\_

\* If symptoms are not improved in one day after taking special medications, consult your doctor. The contents of My COPD Action Plan is for information purposes only and is not intended to be a substitute for professional medical advice, diagnosis or treatment.



# Tips for Living Well with COPD

## Health and Safety



- If you are a smoker, make a plan to quit.
- Vaccinations are important. Get a flu shot every year and talk to your health care provider about the pneumonia shot, COVID-19 shot, and other vaccinations.
- Eat a well balanced diet and maintain a healthy weight.
- Notify your health care provider at the first sign of an infection or exacerbation (flare-up).
- Take medications exactly as prescribed.
- Avoid people who are sick.
- Wash your hands often or use hand sanitizer and avoid touching your face.
- Avoid breathing in allergens and irritants, including secondhand smoke.
- Talk with your health care provider about activity, exercise, and pulmonary rehabilitation.
- If you use supplemental (extra) oxygen, use it as prescribed.
- See your doctor at least once or twice per year, even if you feel well.
- Talk about your feelings with a friend, family member, or support group. If you feel overwhelmed, talk to a mental health professional.
- If you plan to travel, talk to your health care provider in advance about your trip goals and plans.

## Tools and Techniques



- If you have trouble clearing mucus, ask your health care professional about coughing techniques and devices that help clear your lungs.
- Used pursed lip breathing when you feel short of breath.
- Monitor your health status with the COPD Assessment Test (CAT).
- Complete the My COPD Action Plan with your health care provider and keep it handy.
- Learn more about advance directives so your end-of-life wishes will be honored.

## Resources for Individuals with COPD




- For more information on these topics, visit our website at [www.copdfoundation.org](http://www.copdfoundation.org).
  - Download the COPD Foundation Guides for Better Living series at [copdf.co/guides](http://copdf.co/guides).
  - For more support on your journey with COPD, visit our online community, COPD360social at [www.COPD360social.org](http://www.COPD360social.org).
  - Find more helpful tools in the COPD Pocket Consultant Guide app for smartphones.
- Download the app for free on Google Play or Apple's App Store.







<div>Medication Record For:</div> <div><div></div><div>Name</div><div></div><div>Date</div></div> <div></div>	<div>Vaccine</div> <div>Vaccine: _____ Date(s): _____</div> <div>Pneumococcal _____</div> <div>Flu _____</div> <div>COVID-19 _____</div> <div>Manufacturer: _____</div> <div>Prevnar 13 _____</div> <div>Pertussis _____</div> <div>Shingles _____</div>	<div>COPD Medications</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Other Medications</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Medication Allergies</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>
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