

# The Problem Solving Skill



**Step 1. FIGURE OUT and DESCRIBE the problem situation**

**Step. 2 CHECK THE FACTS (all the facts) to be sure you have the right problem situation!**

If your facts are correct and the situation is the problem continue with STEP 3

If your facts are not correct go back and repeat STEP 1

**Step 3. IDENTIFY YOUR GOAL in solving the problem**

- Identify what needs to happen or change for you to feel ok
- Keep it simple, and choose something that can actually happen

**Step 4. BRAINSTORM lots of solutions**

- Think of as many solutions as you can. Ask for suggestions from people you trust
- Do not be critical of any ideas at first. (Wait for Step 5 to evaluate ideas.)

**Step. 5 CHOOSE a solution that fits the goal and is likely to work**

- If you are unsure, choose two solutions that look good
- Do PROS and CONS to compare the solutions
- Choose the best to try first

**Step 6. Put the solution into ACTION**

- ACT! Try out the solution.
- Take the first step and then the second...

**Step 7. EVALUATE the results of using the solution**

It worked? **YEA!!** It didn't work? **Go back to STEP 5** and choose a new solution to try.

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# Problem Solving to Change Emotions

Due Date: \_\_\_\_\_ Name: \_\_\_\_\_ Week Starting: \_\_\_\_\_

Select a prompting event that triggers a painful emotion. Select an event that can be changed. Turn the event into a problem to be solved. Follow the steps below and describe what happened.

EMOTION NAME: \_\_\_\_\_ INTENSITY (0-100) Before: \_\_\_\_\_ After: \_\_\_\_\_

**1 WHAT IS THE PROBLEM?** Describe the problem prompting your emotions. What makes the situation a problem?

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**2 CHECK THE FACTS TO MAKES SURE YOU HAVE THE RIGHT PROBLEM.** Describe what you did to be sure of your facts.

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**REWRITE the problem** if needed to stick with the facts.

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**3 WHAT IS A REALISTIC SHORT-TERM GOAL OF YOUR PROBLEM SOLVING?** What has to happen for you to think you have made progress?

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**4 BRAINSTORM SOLUTIONS:** List as many solutions and coping strategies as you can think of. **DON'T EVALUATE**

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**5 WHICH TWO IDEAS LOOK BEST:** (are most likely to meet your goal, are possible to do)?

1. \_\_\_\_\_ 2. \_\_\_\_\_

PROS	Solution 1	Solution 2
CONS	Solution 3	Solution 4

**6 CHOOSE:** the solution to try; list the steps needed; check the steps you do and how well they work.

Step	Describe	✓ Done	What happened?
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____

**7 DID YOU REACH YOUR GOAL?** If so, describe. If not, what can you do next?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**IS THERE NOW A NEW PROBLEM TO BE SOLVED?** If yes, describe, and problem-solve again.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_