The Worry Scheduling Method

A simple 4-step method to help you manage anxiety and overthinking

You are not anxious because something is wrong with you. You are anxious because your brain is doing exactly what it was designed to do: scan for threats, anticipate problems, protect you from what might go wrong.

The difficulty is that this system was built for immediate danger, not for the complex, chronic uncertainties of a high-achieving life. When worry runs unchecked, it doesn't solve problems. It rehearses them, on a loop, at the worst possible times.

The Worry Scheduling Method gives your brain what it actually needs: a designated time and place to do its job. Not suppression. Not distraction. A boundary.

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01 Notice the Worry

Catch the "What if..." thought as it arrives.

"That's a worry invitation. I don't have to accept it."

02 Write It Down

If it's urgent, act. If not, don't engage. Write it down and save it for Worry Time.

03 Refocus Attention

Identify what matters to you in this present moment.

Take action that grounds you: move your body, engage fully in a task, or return to what aligns with your values.

04 10 to 20 Minutes of Worry Time

Engage with the important worries on your list. Work through them on paper, not in your head. Consider possible solutions, and ask yourself:

"What's a small next step I could take? When can I take it?"

This method is one of seven evidence-based strategies explored in
When Your Brain Won't Clock Out, *available at hd-counseling.com/resources.*