



Psychological Detachment

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What are boundary management tactics?

Individuals utilize behaviors, events or episodes to manage boundaries and negotiate the demands of work and their personal life. Kreiner et al. (2009) classified four types of boundary management tactics:

Temporal - Controlling time or using scheduling in order to reduce boundary violations.

Physical - Using physical space as boundaries of the work and personal domains.

Behavioral - Actively managing technology or tools to facilitating boundary management.

Communicative - Articulating acceptable boundary behavior of others.

Boundary Management Tactics Items (Carlson et al., 2015)

This is a self-assessment activity. There is no scoring, but it might help you identify areas where you either utilize (4-5) or underutilize (1-2) boundary management tactics. Try to rate the extent to which you agree with the following statements to understand how much you use boundary management tactics in your work and personal life domains.

Complete the Digital self-assessment [below] or the printed one on pp. 2-5:





When you have completed the self-assessment:

- Consider the boundary management tactic(s) you would like to employ more fully in the future?
 - Are there specific strategies or ideas you would like to try?

- Consider the boundary management tactic(s) you feel you are utilizing adequately?
 - Are there specific strategies or ideas you would recommend to others that would like to grow in this area(s)?

Keeping Personal Life out of Work

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

Work-Personal Temporal

While at work, I try to manage blocks of time so that I can keep work separate from my personal life.

1 2 3 4 5

While at work, I try to manage my time such that work time is work time, not personal time.

1 2 3 4 5

While at work, I manage my time to keep personal demands out of work.

1 2 3 4 5

Work-Personal Physical

When I'm physically at work, I try not to address personal related issues so I can focus on work.

1 2 3 4 5

When I'm in the workplace, I leave personal matters at home so I can focus on work.



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1 2 3 4 5

When I walk in the door to work, I put away any personal related thoughts and turn my focus to work.

1 2 3 4 5

Work-Personal Behavioral

While at work, I use technology or tools to help facilitate keeping work responsibilities separate from personal responsibilities.

1 2 3 4 5

While at work, I use technology or tools to help keep personal demands out of my work life.

1 2 3 4 5

While at work, I use technology or tools to help limit dealing with my personal life during work time.

1 2 3 4 5

Work-Personal Communicative

I communicate clearly to my friends and/or family that I prefer not be distracted by personal demands while I'm at work.

1 2 3 4 5

I have indicated to my friends and/or family that I cannot deal with personal matters during work hours unless it is a rare circumstance.

1 2 3 4 5

I set expectations with my friends and/or family to not contact me at work unless it's an emergency.

1 2 3 4 5

Keeping Work out of Personal Life

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5



Personal-Work Temporal

While at home, I try to manage blocks of time so that I can keep my personal life separate from work.

1 2 3 4 5

While at home, I try to manage my time such that personal time is personal time, not work time.

1 2 3 4 5

While at home, I manage my time to keep work demands out of my personal life.

1 2 3 4 5

Personal-Work Physical

When I'm physically at home, I try not to address work related issues so I can focus on my personal life.

1 2 3 4 5

When I'm at home, I leave work matters at work so that I can focus on my personal life.

1 2 3 4 5

When I walk in the door at home, I put away work related thoughts and turn my focus to my personal life.

1 2 3 4 5

Personal-Work Behavioral

While at home, I use technology or tools to help facilitate keeping personal responsibilities separate from work responsibilities.

1 2 3 4 5

While at home, I use technology or tools to help keep work demands out of my personal life.

1 2 3 4 5

While at home, I use technology or tools to help limit dealing with work during my personal time.

1 2 3 4 5



Personal-Work Communicative

I communicate clearly to my co-workers/supervisor that I prefer not be distracted by work demands while I'm at home.

1 2 3 4 5

I have indicated to my boss that I cannot work past the end of my normal workday unless it is a rare circumstance.

1 2 3 4 5

I set expectations with my co-workers/supervisor to not contact me at home unless it's an emergency.

1 2 3 4 5

Source

Carlson, Ferguson, M., & Kacmar, K. M. (2015). Boundary Management Tactics: An Examination of the Alignment with Preferences in the Work and Family Domains. *Journal of Behavioral and Applied Management*, 16(2), 51-70.

Kreiner, G.E., Hollensbe, E.C., & Sheep, B.L. (2009). Balancing borders and bridges: Negotiating the work-home interface via boundary work tactics. *Academy of Management Journal*, 52(4), 704.

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