

REAL LIFE
MANAGEMENT
&
STRESS
MANAGEMENT

Objectives for Management

- Identify 3 barriers to your own successful goal completion.
- Identify 3 strategies to protect your most important resources
Energy / Resources / Time.
- Identify 3 strategies to teach your leadership teams.
- Goals can be met consistently and timely by the entire team.

Objectives for Stress Management

- Identify at least 5 characteristics of stress, anxiety and fatigue that may lead to burnout.
- Identify at least 5 strategies to reduce or eliminate stress, anxiety, fatigue and burnout.
- The participants will identify self-help practices to adopt for themselves and tools to implement those same practices for the people they lead.

We are going to think like a gardener as we walk through understanding how to do our jobs in a way that creates, sustains, generates and produces a lovely harvest.



How Does Your Garden Grow?

Get a handle
on
management
and stress
by learning
how to tend
your garden.

GARDEN ELEMENTS



SEED



SOIL



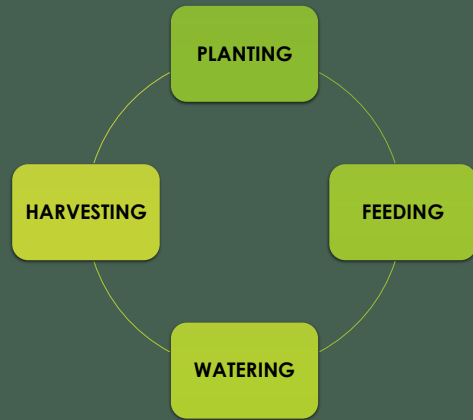
SUN



WATER



PLANT to HARVEST CYCLE



What does your garden's SOIL look like?

*This is the work, the job, the toil, management 101

- HR needs – recruiting, onboarding, performance evals, competency testing
- Education - skills fairs, continuing education, peer to peer work
- Committee meetings – Well-Being Committees, Nutrition at Risk, Infection Control, Safety, Quality Assurance Performance Improvement, Morning Meeting
- QA audits, education & surveillance
- Pharmacy reports, pharmacy bills, pharmacist support
- Daily staffing schedule & reports, postings, how to define what you need
- Survey prep, FRI's, In-house investigations, QA reviews
- Policy reviews and updates
- Mentorship, developing a deep bench, developing formal leaders, find your informal leaders – they don't all have to be nurses!

What kind of seeds to choose?

*Experience, Education, Drive, a Servant's Heart

- Your seeds are your people, your network, your mentors
- **Your seeds are NOT only nurses – we need to look beyond nurses**
- Seeds have a purpose and should be hand selected to support the harvest
 - Find who is good at things and put them in charge of it
 - Find what they love to do and have them do that most of the time
- You must have a variety of seeds
 - Loads of experience may produce a better harvest than higher level of education
 - Education and certifications can help the seeds diversify
 - Informal leaders can help the team thrive by taking off work that bogs down / delays progress
 - You want to find "Proven Winners" and bring them into the mix
 - Find people who are detailed, well-written, able to accomplish tasks to take off your plate

What do your garden's weeds look like?

*These are the barriers, the burdens, the nagging problems

Barriers are things that overtake success and interfere with achieving the final product / harvest

- No time
- Inconsistent practices
- Unrealistic goals
- Not measurable
- No buy-in
- No delegation
- Lacking creative ideas
- Lacking energy

Let's discuss any success you have had in eliminating a barrier?

- Generate buy-in
- Become more consistent in an area
- Guilt-free delegation



What does your harvest look like?

*This the fruit of your labor, the success of the efforts you put in

News Flash! Success isn't only about the QM's and Star Ratings...

A dynamic leader (and gardener) recognizes there are many additional and equally important metrics for gauging success.

- The well-being and cohesiveness of your team – this produces a harvest of longevity
- The pride your team has in their growth and performance – this blooms into more buy-in
- The quality of work generated - this crowds out the weeds in the garden
- The work/life balance you can aim to achieve - the ultimate fruits of your labor
- What have your mistakes taught you – a good gardener knows mishaps are not a waste

Habits of an impactful leader

*Consistently apply these to reduce stress, fatigue and burnout

- **Clear communication** – let's talk about words... they matter
- Strong organizational plan – this is fluid and **constantly under evaluation**
- Consistent and detailed approaches – this helps the team **internalize processes**
- **Delegation** – this is how your team will learn and you will find rest
- **Trust but verify** – you have the ultimate responsibility
- Stewardship / Mentorship – **grow your team**
- Develop your **"if I got hit by a bus" plan** – this will help you sleep at night
- Protect your time



Tending Your Garden

*YOU NEED TO GATHER THE RIGHT MATERIALS TO GROW AND THRIVE

- SEEDS – People: Experience, Education, Drive, Motivation, a Servant Heart
- SOIL – Leadership, Staff, Culture, Acuity, Clinical, Regs, State, Compliance
- SUN – **Scrutiny, Pressure, Difficulty, and Challenges (these are not bad things)**
- WATER – Encouragement, Mentorship, Patience, and Humility

HOW TO KILL THE GARDEN

- **STRIFE IS LIKE A DEAD SEED** – Lack of Motivation, Complacency, Self-Serving, Negative
- **DRY SOIL** – No Support, Inconsistent or weak leadership in the midst of a ton of work
- **SCORCHING SUN** – Scrutiny without guidance, Pressure that is unrelieved, Difficulty that doesn't produce gains, Challenges that never get resolved
- **NO WATER** – No Encouragement, No Mentorship, Weak Connections, Being Impatient, Punitive Culture, Culture of Fear

HOW TO KILL THE GARDEN

Let's evaluate how you use your time

- Who determines how you plan your day?
- Meetings / Emails / Phone Calls
- Do you have alone time at work?
- Are you always rushing or right on time?
- When do you do your best work?

Time losses to be on guard against

- The open door doesn't need to be open all the time
- Prioritizing your team over yourself
- Redundant processes
- Ignoring strife
- Not delegating



GARDEN DESIGN

*SWOT YOUR GOALS AND GO!

- Systematically analyze your team and the work you do using **SWOT Analysis**
- Analyze the Strengths, Weakness, Opportunities and Threats – SWOT
- Then develop a strategic plan to move forward.

- Strengths – What are you doing well? Who is doing great work? What is running itself?
- Weakness – What keeps you up at night? What areas are you struggling in? Who is struggling?
- Opportunities – Find your areas for growth. Look for partnerships to help with growth.
- Threats – What needs your immediate attention? Who needs your immediate support?

- **Strategic Planning – You don't have to do it all and you don't have to do it all at once.**
- **YOU JUST NEED TO PRIORITIZE TIME TO PLAN**

The Planting Cycle

Without the right combination of ingredients used at the right time, the garden will be:

- Stressed & Weakened
- Not attracting the things it needs
- Not producing a harvest
- Hard work with poor results = discontentment and fatigue
- The garden will not thrive
- The harvest will not come



The Planting Cycle

With the right combination of ingredients used at the right time, the garden will be:

- Fresh & vibrant
- It will attract the right things
- Your seeds will adapt to fit into the garden
- It will produce a harvest
- The harvest will produce more seeds
- The harvest will nurture the soil, making the garden better for the next season
- The fruits of the harvest will sustain YOU

How does your garden grow?

Share some traditional ways we try to reduce stress, fatigue and burnout:

- Massage, Manifesting, Meditation, Drinks?, Comfort Food, Avoidance, Time off

How often do we actually apply these approaches?

Are they sustaining you and your team?



How could your garden grow?

Share ways we can change the planting cycle to get a good harvest

Look for the seeds that fill in the need. Remember your seeds are your people

- Seeds with experience and diversity – this gives you depth.
- Seeds with drive and motivation – these qualities attract others.
- Look for seeds that do well in poor soil.
- Look out for seeds that cause strife and discord.
- **Look beyond nursing...**



How could your garden grow?

Share ways we can improve the planting cycle to get a good harvest

Get the right soil, water and light for your seeds. This is where your approach to leadership comes in.

Are you a Scorching Sun leader?

- Scrutiny with out guidance, Pressure that is unrelieved, Difficulty that doesn't produce gains, Challenges that never get resolved.
- This is literally how burnout happens.

Are you a Sunshiny leader?

- Support and guidance
- Pure Motives
- Culture of light, hope, peace and joy
- Diversity
- Celebrate Success



How could your garden grow?

Share ways we can feed and water the garden

The garden needs the right food and right amount of water to thrive. **This is the cornerstone to nursing leadership.**

- Encouragement – it helps you and them, limit venting, shift to the positive / opportunity
- Mentorship – be a leader and find a leader, it helps you and them
- Connections – you need positive people to lean on, be one to lean on
- Gratitude – every chance you get, this produces in high volume
- Patience – we rush and add to our own stress, don't quit too soon, we need to get comfortable waiting for results
- Harvest – it is a time of celebration, let's talk about this



Q&A

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