

Management Checklist

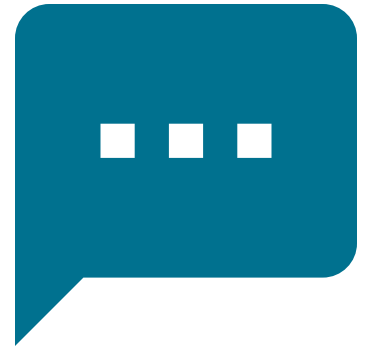


Review Resources with Staff

Refresh staff's knowledge about the Employee Assistance Program or other employee services. Make sure they are aware of resources available to them such as counseling services.

Schedule Team Meetings

Keep staff informed (protocols, supplies, resident conditions). Having the right level of information empowers staff to feel confident in their decision making. Meetings are a time to debrief about the day and listen to staff concerns.



Prominently Display Resources

In an overwhelming time you want to make it easy for staff to find information. Display help-line phone numbers, numbers for leadership/supervisors, and support services prominently where staff can easily access it.

Express Gratitude to Employees

Expressing and receiving gratitude is shown to improve mental health. Thank staff for showing up every day and foster gratitude among employees.

