Well-being rounding toolkit



Your first step in **leading with heart**

As a LCMC Health leader, you play an important role in creating opportunities for professional fulfillment and impacting the well-being of your team members. The Be Well Center recognizes your impact and is committed to provide knowledge, tools, and resources to help you build a culture of wellness among teams.

What is well-being rounding?

Rounding is a structured and proactive approach to "checking-in" with employees and gathering feedback on strengths and areas of improvements. Well-being rounding focuses on improving the work environment and conditions that impact employee well-being.

Why should you focus on well-being rounding?

Well-being rounding ensures that our teams know:

- · We support their well-being
- · We value them and their work
- We are committed to resolving issues that impact the work environment, efficiency, top of license practice, and overall well-being.

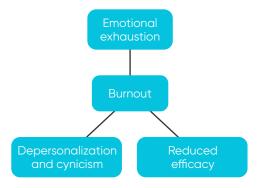
Well-being rounding outcomes

Successful well-being rounding leaders leads to:

- Increased employee satisfaction, performance, engagement, and retention.
- · Healthy, meaningful relationships with leadership
- Reduced employee burnout and turnover
- Improved communication and relationship building between front line and senior leaders.

Who should you round with?

Leaders should round on those that report directly to them. The goal is to ensure that everyone is being rounded on.



Tips for well-being effective rounding

- Well-being rounding should be intentional and systematic. Establish a cadence
- Ensure conversations are authentic and natural; it is okay to be vulnerable.
- Rounding should elicit feedback -two-way conversation.
- Emphasize importance of well-being.
- · Ask questions that matter to staff.
- · Highlight wins
- Follow-up on feedback received from rounding
- Execute on commitments made during rounding and loop in senior leadership when challenges are greater than your span of control /scope

Look for these signs of burnout while rounding



performance









Well-being rounding toolkit



Name		
Department/Unit	Date/Week of	
Purpose - Key focus for rounding		
Steps	Comments	
Personal connection: Family, hobbies, sports, etc. (ex. How was your vacation?)		
Well-being: How are you doing today? What is working well for your today?		
Recognition: Is there someone I can recognize for their extraordinary work?	Who	When
Tools and equipment: Do you have the necessary tools, equipment, and information to do your job?		
Processes and systems: Any processes that needs improvement? Do you have ideas on how to improve them?		
Feedback: Any additional questions, comments, or issues I can help you with?		
Follow Up – I want to be responsive. Here is what we have done since I last rounded with you		
Summary – Here is a recap of what we discussed and what is owned for our next follow up		
Fallow we notes for landowskip		
Follow-up notes for leadership		