



10 Strategies to Get Back on Track

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Take a moment and think back to January of this year. What did you envision you would be doing by the end of 2020? Is there anyone out there doing what they envisioned they would be doing, and in the manner, they thought they would be doing it right now? If so, please let me know how you were able to see into the future! There is no doubt, the global pandemic has wreaked havoc on personal and organizational goals. The challenge is to not let yourself, be permanently derailed.

The most frequent question I have received over the past several months is “how do we get back on track?” The “tracks” most often are related to a journey to excellence, inclusive of Magnet® and Pathway to Excellence® designations and shared governance as well as a smattering of more focused tracks such as data ownership, succession planning and onboarding.

Here are 10 strategies to help you get back on track:

1. Re-evaluate your vision, goal, or desired outcome(s). Is this still where you want to go? Is the goal realistic?
2. Conduct a re-commitment activity. Create a verbal and visual re-commitment process. This could be asking everyone to sign a wall sized document listing the desired goal/outcome. When people sign and/or verbally state they are committed they will work toward the goal.
3. Agree to small steps. It is OK to have BHAGs (big hairy audacious goals) it's how you manage these goals that is important. Remember the adage... “How do you eat an elephant? One bite at a time.” The same is true for BHAGs. Focus on chunking out the work in small manageable pieces. Small wins and achievements will be priceless motivation.
4. Reset your timeline. Let's face it, the global pandemic slowed many down and some organizations totally stopped any goal focused activities. Using the principles of shared decision making, engage all involved and re-establish a realistic timeframe. Set celebration or recognition milestones.
5. Schedule time to work on what is needed to meet your goal(s). Block out time in your schedule to ensure you have time to do the work. Don't just schedule it at the end of the day “when other work is done” since we all know, your other work is never done. Make this blocked out time non-negotiable.
6. Eliminate distractions! You need focused, uninterrupted time to do the work of goal achievement. Determine if you can do that in your current situation. Put your phone on forward and turn off email notification sounds or pop-ups. If you are in an office by yourself, close the door and hang a “do not disturb” sign. If you share an office or your current situation does not support focused, uninterrupted time, find an alternative location such as a library.

7. Create an accountability structure. This structure could be for you or for the entire team. Assign every team member an accountability partner who will not take excuses or lack of progress as a response. Partners are a great way to keep the team on track.
8. Conduct periodic progress checks. Set up a calendar for reporting out on progress toward the end goal. Don't wait until the completion date looms. Reporting out on even small steps can be motivating. Periodic looks back at how far you have come are equally beneficial.
9. Reward yourself and celebrate team progress. Remember those celebration or recognition milestones set when you re-established your timeline...be sure to pause and celebrate!
10. Believe you can and you are halfway there! A positive mindset and a vision of success will keep you moving forward on the road to success.



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