



## Module 5 Staging Your Day Notes

Welcome to Insider MD.

I'm Dr. Stephanie. I'm excited to partner with you, share with you, and support you on your next level of success in your life and medical career.

As you continue on this lifelong journey, I invite you to remember the success leaves clues and the fact that you are in this place in your medical career means that you already have a solid foundation upon which to stand.

What you need is the curriculum and the commitment to life long learning. That's why you are here.

As you complete the exercises in each module you'll receive the accountability to move forward with purpose. You are creating your Daily Success Habits. Each module is designed to take you into immediate action, as I know time is often a concern for doctors. I want you to get used to taking fast, yet focused action toward your goals.

This module Staging Your Day is about setting yourself up for success each and every day.

As Medical professionals there are many things to accomplish each day before we encounter our first patient. With so much to do we spend more of our time reacting to life's events instead of being intentional. This is not the goal for us if we want to avoid stress, worry, frustration and feeling out of control. When you are intentional, you decide in advance the qualities you desire for your day. You understand the importance of staging your day.

Here's what I mean:

1. **Before you leave the office, the clinic, or the hospital the night before, get a handle on what is on your schedule for the following day.** What are the priorities for the next day? What is on the schedule that is not essential for you to do that you can delegate to someone else on your team? Mapping this out the night before allows you to see where you have breathing room in the day.
2. **When you wake up each day, set clear intentions about your day before you leave home so that your commute to the hospital or office is easy, effortless and stress free.** Don't forget to secure whatever you must for your family so that they, too, can have productive days.
3. **Once you get to work spend 5 minutes setting the intention for the day and the team.** You'll want to do this before reviewing email, checking patient charts, or responding to a colleague. It is the first thing you do when you get



to the office. Once it's set then it's time to meet with your team. Things to consider are: What are you working on? What do you need from the team and what does the team need from you? What will you commit to doing today?

**Now, you are ready to see your patients and expect the best from each patient interaction.**

Print out the worksheet that accompanies this module as a reminder to celebrate the wins for the day.

If you have any questions, send me an email at [Stephanie@NurturingMDS.com](mailto:Stephanie@NurturingMDS.com)

And as always take a few minutes to be in gratitude for all that you have and all that is on its way to you.