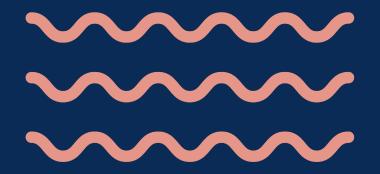
On the Front Line

















Introductions

Overview of the course

Mindfulness moment

Importance of YOU

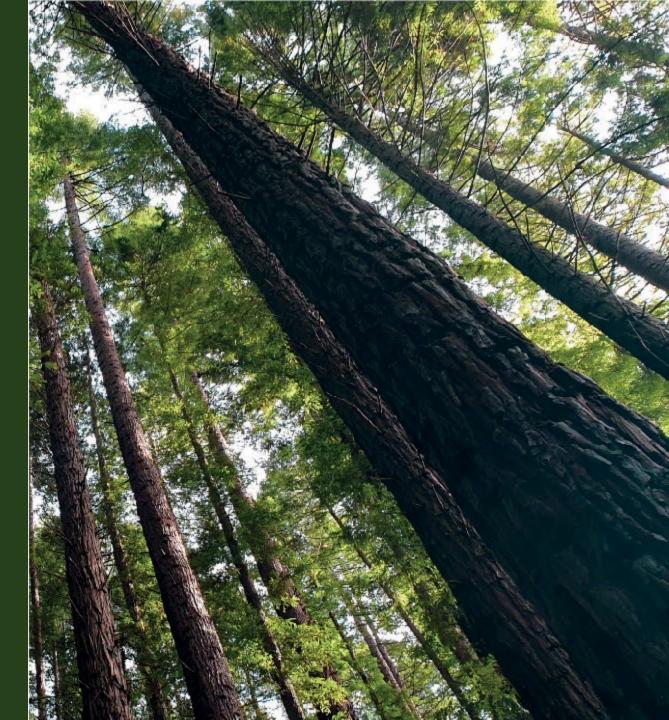
Empathic Communication

Practice

Sharing

Closing

What gives you strength?



Course Topics

Empathic Communication



Enhancing Team Trust



De-escalation



Mitigating
Bias & Stigma

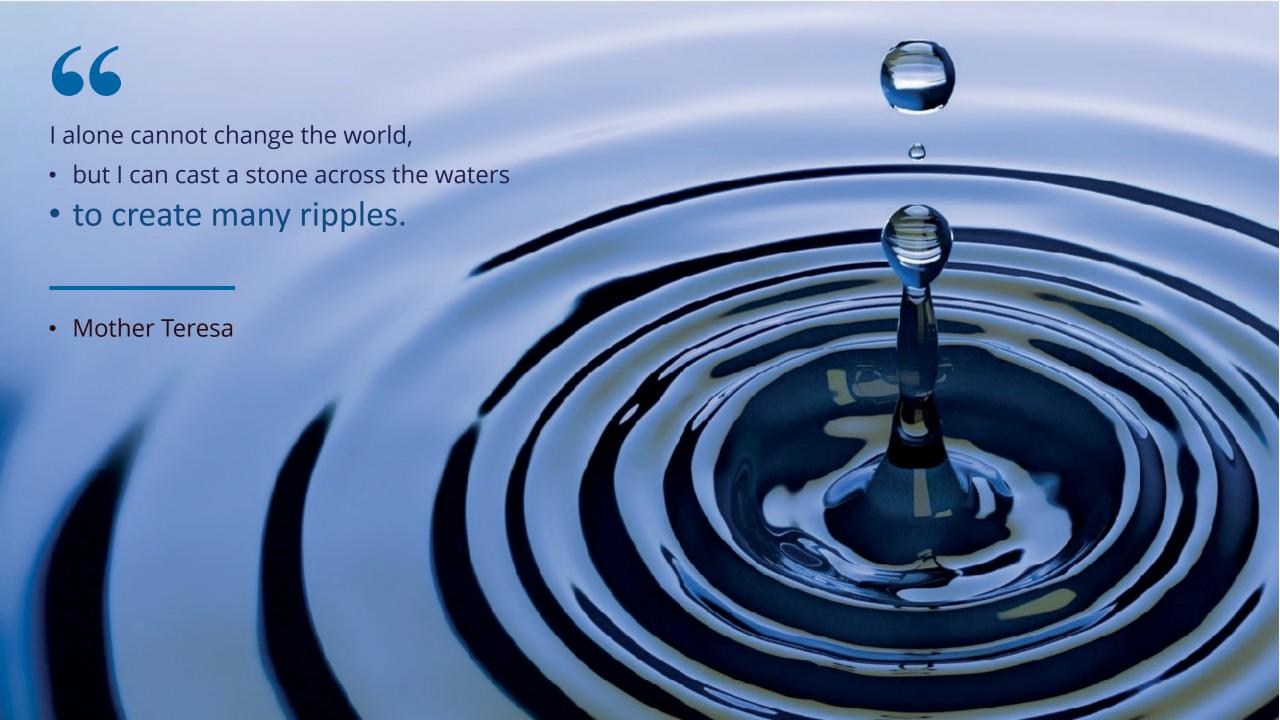


Trauma Informed Care



Self-care

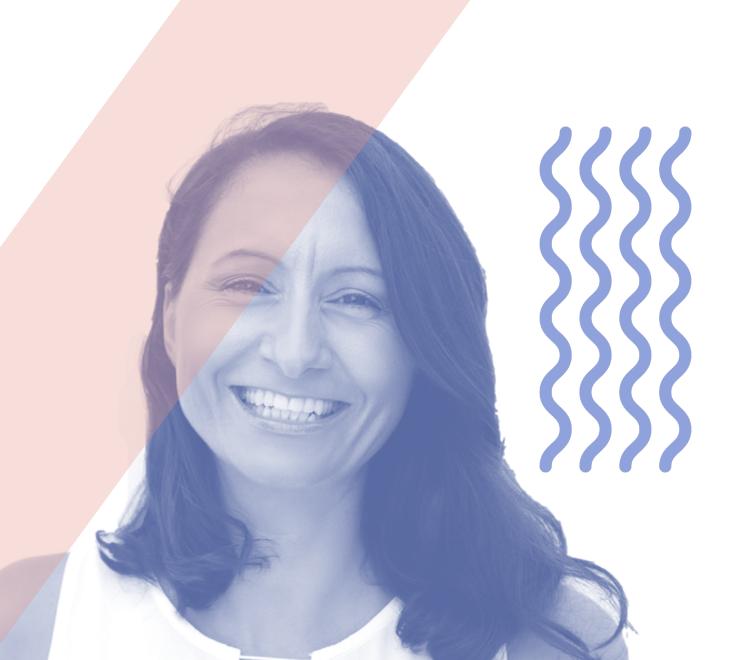




Front Office work is CLINICAL work



You influence patient health outcomes.









Activation

Adherence

these primary drivers of health outcomes, are significantly impacted by front office staff

You are the first impression of the organization

Access to care



Enhancing confidence in providers



Lowering missed appointments



80% of YELP and other social media reviews of clinics mention receptionists

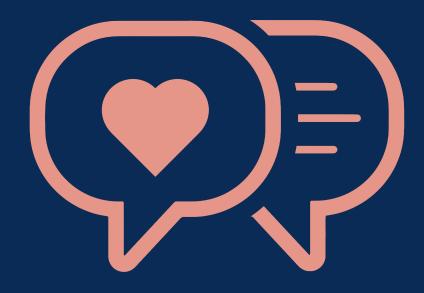




The only staff to manage a public space

Empathy is healing & Judgment is harmful

Empathy is the Communication of....



Compassion Trauma-informed care Caring Humility Kindness Understanding Good will Respect Therapeutic-alliance

Perspective-taking

Judgment
is the
Communication of....



Bias Condescension Condemnation Stigma Stereotyping Discounting Negative attitudes

Think of a situation where you or a family member experienced either:

EMPATHY that was helpful to your care

JUDGMENT that was harmful to your care

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Empathy is a Treatment For:



Common cold



Pain control



Substance use disorders

Empathy is a Treatment For:



Anxiety



Diabetes



Depression



Core Empathic Communication Strategies

- 1. Open-ended questions
- 2. Normalize or Affirm Strengths
- 3. Empathic Reflection





Open-Ended Questions



Stems:

- Tell me more (about)....
- How (did you/are you)....
- What (are your/do you)...



Affirming Strengths

Looking for, noticing and verbalizing a person's strengths





I'm so impressed by...



I'm so inspired by...



I can really hear how....

Normalizing

Communicating that a situation is not uncommon; lowering shame





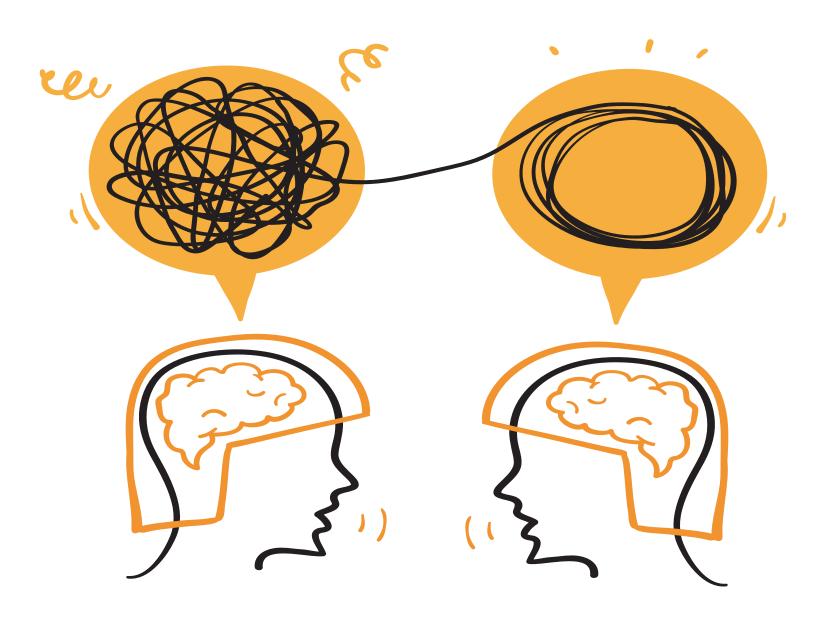
I would feel the same way...



We all sometimes...



Many people are.....



Empathic Reflection



It sounds like...



I hear you saying...



So, you are worried about.....

Time to Share

Open Ended Question

Normalize or Affirm

Empathic Reflection



Switch



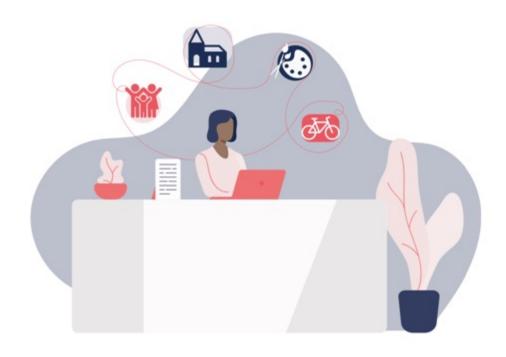
Course Companion Guide

Today's topic: pages 15-28

Montana Primary Care Association:

Integrated Team Care Front Office Support Guide







Next Session January 20: De-escalation Strategies

- Session 3: Trauma Informed Care
- Session 4: Enhancing Team Trust
- o Session 5: Mitigating Bias & Stigma
- Session 6: Self-care

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