

From Talk to Action:

A Personal Plan for Well-being

Participant Worksheet | Facilitator: Jake Van Epps, PhD, Resiliency Center, University of Utah

This worksheet is your personal guide to move from ideas to a concrete, actionable plan. Use it during our session to capture your thoughts and build a proposal for a "quick win" initiative that you can champion in your organization.

Part 1: Needs Assessment (15 mins)

What are the small, persistent issues that get in the way of well-being for you and your team?

1. Brainstorm Your "Pebbles" (5 mins)

- List 3-5 persistent hassles, inefficiencies, or cultural issues that drain energy.

2. Identify the Supporting Data

- Next to each "pebble," note any data (formal or informal) that shows its impact.

"Pebble in the Shoe" (The Hassle or Problem)	Existing Data (The Impact)
<i>e.g., Lack of support after adverse events</i>	<i>e.g., Staff turnover, frequent unscheduled absences, frequently reported safety events around communication</i>
1.	
2.	
3.	
4.	
5.	

Part 2: Program Development (15 mins)

Based on your needs assessment and group discussion, it's time to focus on a single, achievable idea.

1. Find Your "Quick Win"

The most effective change starts with initiatives that have a high impact and are highly feasible.

2. Brainstorm Your Program (13 mins)

Work individually to develop one "Quick Win" program or intervention to address a key "pebble."

- **My chosen "pebble" address:** _____
- **How does my idea improve...** (Check one or more)
 - ☐ **A Culture of Wellness** (e.g., recognition, psychological safety)
 - ☐ **Workplace Efficiency** (e.g., streamlining a process, reducing inbox clutter)
 - ☐ **Individual Factors** (e.g., peer support, access to resources)
- **My "Quick Win" Idea** (The simplest version I could test):

3. Which level(s) of organizational support make sense to address the identified issue?

- ☐ Individual or team support for psychological health
- ☐ Team Improvement
- ☐ Courses and Trainings
- ☐ System design

Why does this choice make sense?

4. What Teams, Roles or Offices would make sense to utilize in this effort?

5. How would you define success? How could you measure success?

Part 3: Your Proposal & Pitch (20 mins)

Draft a simple, compelling proposal for your idea. Use this structure to prepare your 2-minute elevator pitch.

Program Name:

The Problem (1 sentence):

What "pebble" are you solving at your institution?

The Solution (2-3 sentences):

Describe your "Quick Win" program. What will you do?

The Case (Why should we do this?):

How will this improve well-being, patient care, or retention? Link it to your organization's values.

Key Stakeholders:

Who are the 3-5 people, or roles you need to get on board?

1.

2.

3.

4.

5.

My First Step:

What is one small action you can take next week to move this forward?

Measurement of Success Plan: