

How To Successfully Work From Home



Here's a framework you can use to make sure you're using this opportunity to effectively work from home as a Dental Practice.

the Thriving Dentist
with Gary Takacs

Tip #1

* **Don't Make Work For the Sake Of Work**

As dentists, we don't often find ourselves in "make-work" situations. If you have a high-performance team in your practice, chances are, they are clear on what they need to do to achieve what they set out to do during their morning huddle.

However, it's not the same in a work-from-home setting. This concept is very new to many dentists. This is why it is very important to ensure that when you are about to assign work to a team member remotely, you are clear on what goals you want to be achieved at the end of the day.

Tip #2

* **Have a System To Monitor & Track Work Remotely**

Even in a physical practice, being able to observe & take note of what's happening in your practice & how effective your team members are, is crucial to benchmarking & achieving success in your practice.

This is even more true in a remote work situation. Having a system to monitor & track & review performance is crucial.

Not only does it give you insights in who's assigned what & what was accomplished, but it helps you stay disciplined and make sure you are doing the most to reach the goals you've set them to achieve.

Number 1 reason why a work from home setting will fail, is usually because there was no system or methodology behind them, keeping everything in check.

Tip #3

* **Be Clear On Your Expectations**

Once you have identified what you wish to achieve, and now have a system ready to go that will help you track & monitor work assigned to your team members, you have to be extremely clear about them. One of the ways you can communicate your expectations clearly is by helping them understand;

- What is the purpose behind the task that has been assigned to them?
- What does the Best Possible Result look like?
- What are the success criteria that can help me be successful at achieving this?
What does success look like once I complete working on this?

When your team members can easily understand the expectations clearly, they are now able to drive themselves to act in a way that can help them achieve the results that are expected of them.

Tip #4

*** Work On Your Communication**

One of the reasons that can lead to many challenges in a practice is caused due to lack of effective communication.

This is especially more challenging as you move towards working from home, where you would want to ensure you keep in constant contact with your team members to help them adjust to a new working environment & be there for them when they need help.

I would also advise you to start with having two daily meetings where, the first would act as a virtual morning huddle, which could help set the perspective for the day & get them started, whereas you can have another end-of-the-day check-in call to see how they've been doing & how can you help them do better tomorrow than they did today.

You can later cut down on the number of meetings you have with them as they grow more confident as they work from home.

We discuss this topic and action steps in greater detail in episode #429 of The Thriving Dentist show. Listen to the full podcast for more in-depth information at <https://www.thrivingdentist.com/podcast-show/>