

Mindfulness:

How to achieve it when working remotely



Teladoc Health UK is a virtual business and so many of our people advise, consult and help patients online from all over the country.

Zoe Embrey, one of our mental health advisors, is a remote employee who wanted to share her insights on incorporating mindfulness into a daily routine when working from home.

Mindfulness can help you **stay grounded and focused**, giving the ability to approach daily conversations and tasks with a calm and clear head. By being present in the moment, we can all listen more effectively and respond more thoughtfully.

Zoe's 10 tips for a positive and rewarding workday

1. Start the day right

Take a few minutes each morning to set your intentions for the day. Centre on gratitude, positivity and visualise how you would like your day to go.

2. Focus on breathing

If you start to feel stressed or overwhelmed, take a moment and pause. Inhale deeply for a count of four, hold for four and exhale for four, as many times as needed.

3. Take little breaks

Do this often throughout the day and step away from your desk. Use this time to stretch, walk or simply be.

4. Practice active listening

While having online conversations, focus entirely on the speaker. Avoid interrupting and instead, listen with intent and understanding.

5. Enjoy what you eat

When having lunch or snacks, take time to appreciate your food. Notice the flavours, texture and smells and how it affects your mood.

6. Engage with nature

If possible, try and spend your breaks outdoors as it enhances your sense of calm and ability to see a wider picture in a different environment.

7. Connect with colleagues

Have a chat on a personal as well as professional level as you would in an office. Create a supportive working environment that boosts your sense of belonging and wellbeing.

8. Don't overplay challenges

Remember you're only human and be kind to yourself. Recall conversations and outcomes but don't negatively overthink or obsess. Journaling can help process thoughts and feelings.

9. Be present

During virtual meetings or sessions with colleagues or clients, avoid distractions and noise like checking messages or emails and focus solely on the conversation.

10. End the day well

Before logging off, take a few moments to reflect on the day's accomplishments, no matter how small. This will help create a sense of positive closure and help prepare for tomorrow.