

Balancing Act – Professional Versus Personal Life

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Disclaimer

Just because you talk about balance,
doesn't mean you have it

Chronology	Event
Many years ago	Finished residency Began first job
14 years ago	Adopted as a single mom
9 years ago	Got married
8.5 years ago	Moved to Stanford
5 years ago	Got a dog
18 mos ago	Had twins

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Short and Easy Answer

- Don't marry an orthopedic surgeon
- Especially one who takes care of sports teams

MANAGING TIME AND PRIORITIES



THE AVERAGE AMERICAN SPENDS:

- **Waiting in lines** 5 years
- **Attending meetings** 3 years
- **Opening junk mail** 8 months
- **Sitting at red lights** 6 months

Michael Fortino

Priority management

More worrisome statistics

- Spouse-to-spouse time – 4 min/day
- Parent-to-child time - 0.5-5.0 min/day

FIRST THINGS FIRST

Stephen R. Covey

- Clock vs Compass
- Clock
 - Commitments, appointment, schedules
 - How we manage our time
- Compass
 - Vision, values, mission
 - How we lead our lives

TIME MANAGEMENT STRATEGIES

1. Reminders, Checklists
2. Planning and preparation – calendars, appointment books
3. Planning, prioritizing, controlling – values, priorities, goals

- **Efficiency – getting more done in less time**
- **Effective – accomplishing what is important**
- **Need to change how we see time management**

URGENCY ADDICTION

- Urgency
- Importance
- “I’d love to do this with you, but I have to work – there’s this deadline”
- “I just don’t have time to exercise, maybe when things slow down a little”

URGENCY ADDICTION EXERCISE

URGENCY INDEX

- 0-25 – Low urgency mind-set
- 26-45 – Strong urgency mind-set
- 46+ - Urgency Addiction!

THE ADDICTIVE EXPERIENCE

- Creates predictable, reliable sensations
- Becomes primary focus and absorbs attention
- Temporarily erases negative sensations
- Provides artificial sense of self-worth, power, control, accomplishment
- Creates loss of relationships

FIRST THINGS FIRST

Urgent

Not urgent

I	II
III	IV

Important

Not Important

FIRST THINGS FIRST

Urgent

Not urgent

<p>I</p> <ul style="list-style-type: none">■ Emergency OR■ Pressing problems■ Deadlines	<p>II</p>
<p>III</p>	<p>IV</p>

Important

Not Important

FIRST THINGS FIRST

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Not urgent

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<p>III</p> <ul style="list-style-type: none">■ Interruptions■ Some meetings■ Some reports	<p>IV</p>

Important

Not Important

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<p>III</p> <ul style="list-style-type: none">■ Interruptions■ Some meetings■ Some reports	<p>IV</p> <ul style="list-style-type: none">■ Busywork■ “Escape activities”■ TV

Important

Not Important

QUADRANT I

- Need to spend time here
- Get things done in this quadrant
- Can't ignore it – buried alive
- Sometimes important activities become urgent through procrastination or lack of planning/prevention

QUADRANT II

- Quadrant of Quality
- Increases our skills
- Time spent here increases our ability “to do”
- Investing here shrinks Quadrant I
- Ignoring Quadrant II enlarges Quadrant 1, creating stress

QUADRANT III

- Quadrant of Deception
- Urgency addiction – increases time spent here
- Noise of urgency creates illusion of importance
- Most activities here important to someone else

QUADRANT IV

- Quadrant of Waste
- Often escape here because exhausted from Quadrants I and III
- Not survival, but deterioration

Toxic Success Syndrome

- Mindless instead of *mindful*
- Misattribution of source of one's success
- Time-focused personality
- Perfectionism
- Focus on tangible rewards
- Living to work rather than working to live
- Cynicism

Paul Pearsal

Do you have Toxic Success Syndrome?

“Would the person who knows you best say you are a true joy to live with every day?”

Pearsall, Arch Surg, 2004

FIRST THINGS FIRST

Urgent

Not urgent

Important	I	II
	<u>20-25%</u> 25-30%	<u>65-80%</u> 15%
Not Important	III	IV
	<u>15%</u> 50-60%	<u>< 1%</u> 2-3%

**Goal – Increase amount of time
spent in Quadrant II**

FIRST THINGS FIRST

- Identify values and mission
- Identify roles
- Select Quadrant II goals in each role

IDENTIFY VISION AND MISSION

- What is most important
- What gives your life meaning
- What do you want to be in your life
- What do you want to do in your life

FIRST THINGS FIRST

- Long range goals
- Relationships
- Contributions you'd like to make
- Reaffirm feelings you want in your life – confidence, happiness, meaning
- How spend week if only had 6 months to live?

IDENTIFY YOUR ROLES

■ Career

- Surgeon
- Teacher
- Administrator

■ Family

- Spouse
- Parent
- Daughter

ROLES

- Responsibilities
- Relationships
- Areas of contribution
- Keep in mind vision and mission

IDENTIFY YOUR ROLES

- “Sharpen the saw”
 - Physical
 - Social/emotional
 - Mental
 - Spiritual

- Select Quadrant II goals in each role
- “What is the most important things I can do in each role this week to have the greatest positive impact?”
- Focus on **IMPORTANTANCE** not urgency
- Schedule Quadrant II goals first

BALANCE

MARGIN

Richard A. Swenson, MD

- = Space between ourselves and our limits
- Reach limits of resources/abilities = No margin left
- Limits
 - Personal
 - Emotional
 - Relational
 - Physical
 - Financial

MARGIN

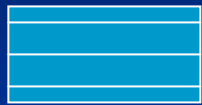
“The conditions of modern day living devour margin. If you are homeless, we direct you to a shelter. If you are penniless, we offer you food stamps. If you are breathless, we connect the oxygen. But if you are marginless, we give you yet one more thing to do.”

Margin, Swenson, MD

MARGIN

- Grants freedom
- Permits rest
- Nourishes relationships
- Health-enhancing

PRODUCTIVITY vs STRESS

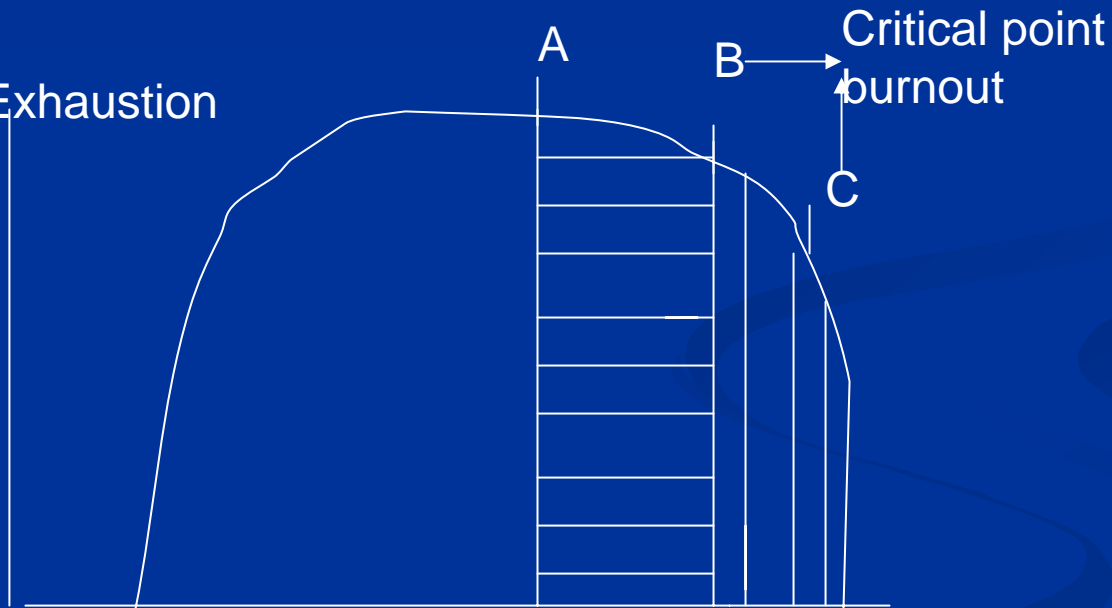


Fatigue



Exhaustion

PRODUCT-
IVITY

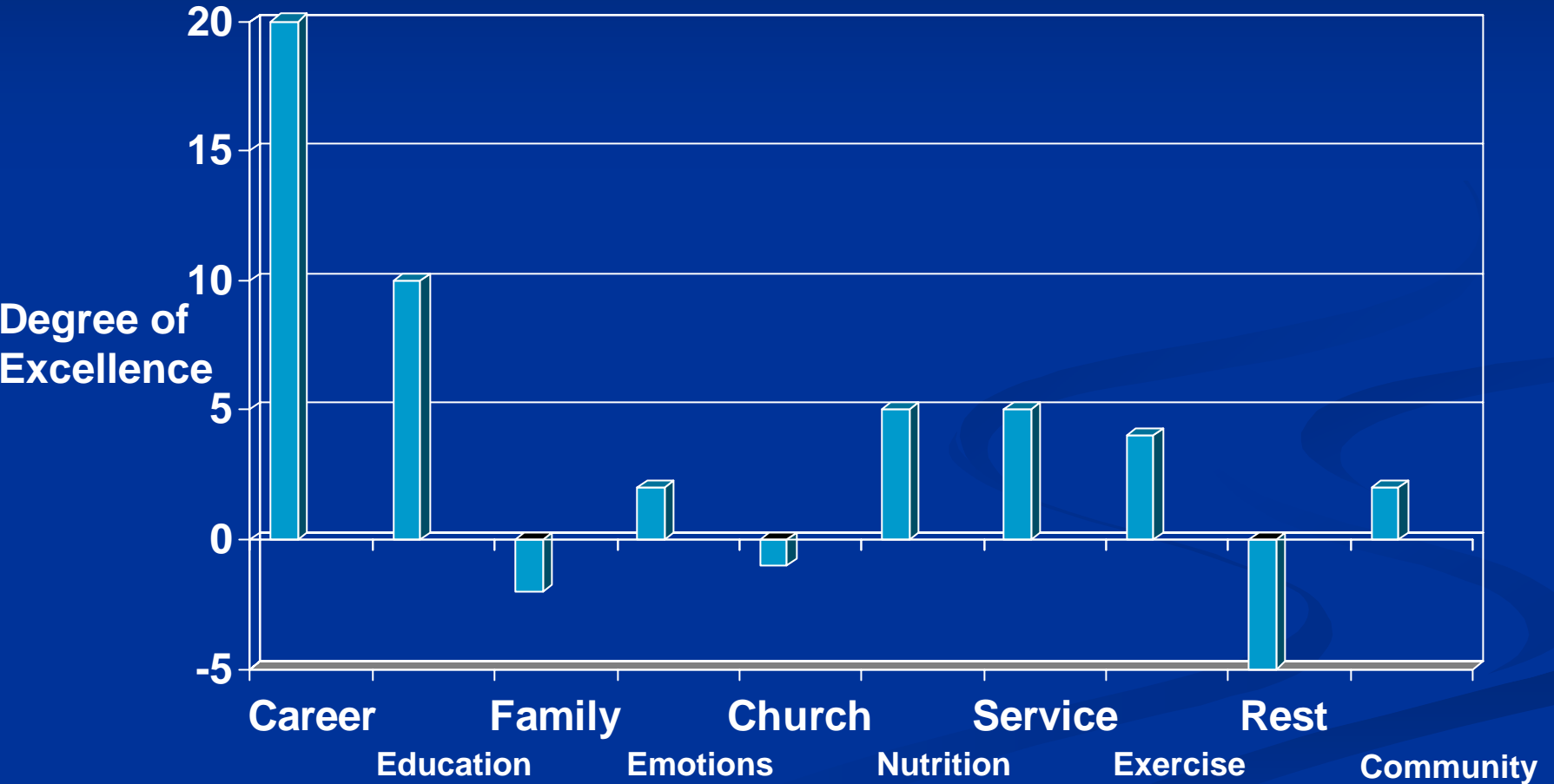


STRESS

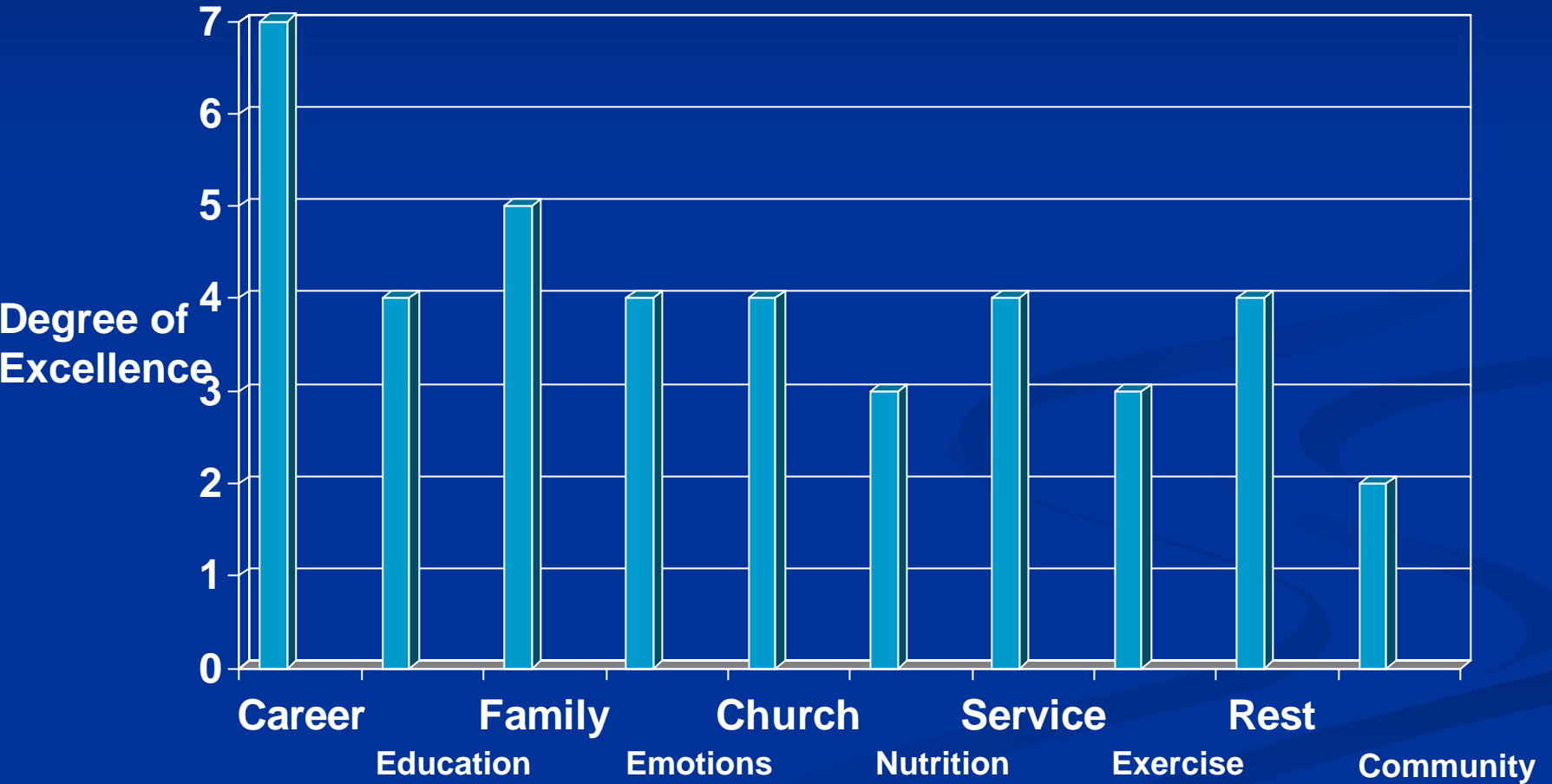
MARGIN

- Expect the unexpected
- Learn to say no
- Turn off TV
- Prune the Activity Branches
- Short term flurry vs longterm vision
- Create buffer zones
- Plan for free time

EXCELLENCE PLUS FAILURE



BALANCE



KEY ELEMENTS TO A BALANCED LIFE

- Challenging and fulfilling work
- Strong relationships with spouse, family, friends
- Attention to health, fitness, well-being
- Stress reducing hobbies
- Interests outside of medicine
- Incorporation of spirituality into life balance

Quality of Life among Surgical Residents

SF-36 QOL survey – 170 residents – 5 academic centers

Mental health scores (social functioning, emotional role limitations, overall mental health) for residents was similar to patients with depression and lower than patients with all chronic diseases

Santilli et al, ASE/APDS, 2003

LESSONS I HAVE LEARNED

(the hard way!)

- Don't marry an orthopedic surgeon
- Especially one who takes care of sports teams

LESSONS I HAVE LEARNED

(the hard way!)

- PLAN AHEAD to achieve balance
- Be flexible
- Expect the unexpected

- Find family friendly meetings
- “It takes a village”
- Communicate – early and often

LESSONS I HAVE LEARNED

(the hard way!)

- LEARN TO SAY NO
- AND DON'T FEEL GUILTY ABOUT IT
- Keep long-term balance
- Understand that shortterm,
there may be no balance at all!!