**Epic Well-being November 2026 Leader Toolkit**
**Monthly Theme: Stabilization & Appreciation**

## Helping You Navigate the Epic Transition

Congratulations, we made it! We've been planning and preparing for this transition for a long time, and now we're beginning the next chapter together. As we adjust to new workflows and routines, it's important to recognize the effort, flexibility and teamwork that brought us here.

November is all about stabilization and appreciation. As we continue navigating Epic, we encourage leaders to focus on supporting your teams, recognizing progress, creating space for questions, and celebrating the small wins along the way. Adjusting to change takes time, and checking in with one another can make a meaningful difference.

Remember, well-being matters now more than ever. Encourage your team to take breaks, use available resources, ask for help when needed, and acknowledge the hard work happening every day. Together, we can continue building confidence, strengthening connections, and finding our new rhythm.

### Regular check-ins with staff

**1. Ongoing leader check-in questions**

Use these questions consistently throughout the Epic transition to check in with your team during 1:1s, huddles, rounding, or informal check-ins.

- How are you feeling this week, personally and professionally?
- What's going well?
- What support do you need from me or the team?
- What is one thing we can do to make next week better?

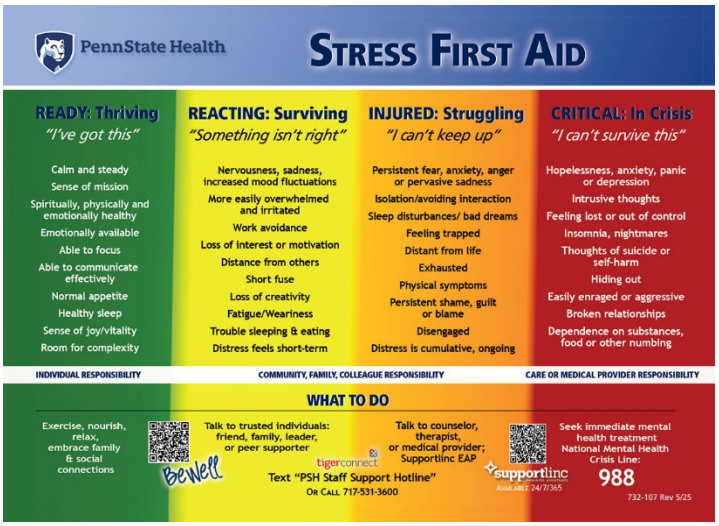
**2. This month's conversation starter: Stabilization & Appreciation**

As employees adjust to new workflows following Epic Go-Live, consider incorporating these timely questions into team conversations this month.

- What is one thing you appreciate about being part of this team?
- Do you feel you have the support and resources you need right now?
- What is one thing that has gotten easier over the past few weeks?
- What would help you feel more confident or settled in with Epic now?
- What is one thing our team handled well during the Epic implementation?

**Resources:**

- Leverage your Well-Being Trainings | Penn State Health BeWell
    - Supporting Emotional Well-being During Organizational Transitions
- Attitude of Gratitude Lunch & Learn
    - Focuses on recognizing the positive, practicing gratitude, and strengthening relationships.
- Stress First Aid: Check in with your team
    - Use the Stress First Aid color tool during a team huddle or one-on-one check-in. Encourage employees to pause, identify how they're doing, and consider what support they need.




**Tips for Managers:**

- Listen without immediately fixing. Sometimes employees need to feel heard before they are ready to discuss solutions.
- Start a "Small Wins, Big Impact" round during a team meeting. Invite employees to share a success or recognize a colleague.
- Be specific with appreciation. Instead of saying "Great job," try "I appreciate how you helped your teammate work through that challenge."
- Use Paws Up Points, E-cards, and/or handwritten thank you cards to reward and recognize employees – Celebrate small wins!
- Make it safe to be honest. Employees should feel comfortable sharing both what is going well and what remains difficult.
- Provide clear, compassionate, frequent communication even when all the answers aren't available.