

About Team Time

What is team time?

Team Time is a thirty to forty-five minute long, confidential reflective practice session, open to people who currently provide Schwartz Rounds in their service.

It is run on-line and provides a forum for people to discuss the emotional and personal impact of their work in health and social care, creating mutual support. It will help to strengthen teams, reduce isolation and support team members in being more compassionate towards themselves and each other.

Participation in Team Time is voluntary.

PLEASE NOTE: TEAM TIME IS NOT A REPLACEMENT FOR SCHWARTZ ROUNDS - The Point of Care Foundation offered Team Time as an alternative online approach during Covid-19. It is advised that services have experience of facilitating Schwartz Rounds before starting to run Team Time sessions.

Team Time is in addition to the extensive support and wellbeing programmes being arranged for staff.

What are the aims of Team Time?

Team Time aims to offer a reflective space, with a view to:

- Strengthen teams;
- Address feelings of isolation and provide a sense of support to counter the current rising pressures;
- Help team members to be more compassionate to themselves and each other;
- Acknowledge and normalise individuals feelings;
- Potentially reduce individual levels of stress and anxiety.

Who is Team Time for?

Unlike Schwartz Rounds which invites people from across an organisation, Team Time is for a smaller number of people (up to 30), from a team who are related to a pathway of care, for example diabetes, or from a specific area. These sessions are open to all multidisciplinary team members.

What is involved in Team Time?

People participating in Team Time access the session via Zoom or another online video platform.

Team Time includes two storytellers, two facilitators and an administrator. The administrator controls the chat function, and allows participants to speak, mute microphones and manage any operational issues. The only people visible on the screen are the two facilitators and the two storytellers.

Where possible, people participating are encouraged to take 10 minutes before the start of the session to have a drink or something to eat to think about self-care and begin to occupy a more reflective space.

At the start of the session, one of the facilitators will set out the purpose of the session and remind everyone of the online etiquette:

- Audience video and microphone off (which is centrally controlled);
- Request to speak by sending name by chat;
- Staying for the whole of the session if possible unless you are responding to a bleep;
- The session will start and finish on time and will not last longer than 45 minutes.

Once the session has started, it is not possible for participants to join.

The two storytellers will then speak for three to four minutes about a recent event, their feelings and the emotional impact that it had on them. The storytellers will have been supported in advance of the session by the facilitators to prepare and refine their stories.

The session will then be opened up to the participants who will be able to contribute by typing their name in the chat box and the administrator will then give them speaking privileges. Participants can also leave comments or feedback in the chat box. The facilitator will help to guide the discussion.

It is important that the facilitators are skilled and have previous experience running Schwartz Rounds. They play a key role in preparing and supporting the storytellers and to guide the reflective discussion, identifying themes as they emerge, being mindful of emotional safety.

At the end of the session, the facilitator will bring it to a close and will ask if the storytellers wish to make any final comments or contributions.

What do I need to do if I want to introduce Team Time in my organisation?

The first step is to have a conversation among the Schwartz Rounds clinical leads and facilitators in your organisation. Then, sign up to participate in the training that is being run by the Point of Care Foundation. There is no charge for this training.

Following the training, you will receive the Team Time guidance materials, checklists, templates and scripts to assist in setting up and running Team Time sessions. Check out what online platforms may be available within your organisation to use. Following this, link with your Schwartz Rounds mentor and bring a proposal to your Schwartz Rounds steering group to assess if your organisation is interested in piloting Team Time. Start small by testing with one team, and learning from that experience before you roll Team Time out further.

You can find more information on Team Time on the Point of Care Foundation website <http://www.pointofcarefoundation.org.uk/> and on their Twitter account @PointofCareFdn

If you are considering running Team Time in your organisation, please contact Dr Maureen Flynn maureena.flynn@hse.ie.

Additional supports

If you are looking for additional support, a dedicated phone line for all healthcare workers is available. It has been set up to give staff and managers' information and advice during the coronavirus outbreak. You can contact them on **1850 420 420**



Other supports being provided by the HSE include:

[Guidance for staff on minding your mental health](#) during the Coronavirus outbreak

[Free online stress control classes](#) provided by HSE Health and Wellbeing

[Workplace Health and Wellbeing Unit](#) which includes the Employee Assistance Scheme