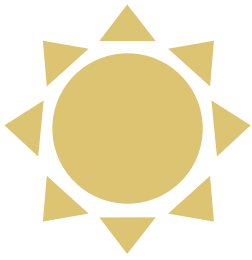


Tips for Being Mindful

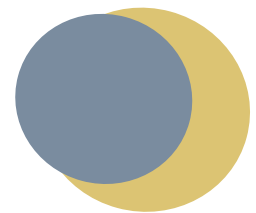


**Mount
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*Selikoff Centers for
Occupational Health*



- When you wake up, notice your breath for a few quiet moments and affirm that you are choosing to go to work today.
- Tune into your sensory experience as you prepare to go to work — smelling and tasting the first sip of coffee or feeling the water on your skin in the shower.
- When you leave and return to the house, be “in the moment” when you greet or say goodbye to others, doing so with intentionality.
- During your commute to and from work, be aware of your body — breathe and try to smile. While walking throughout the day, walk mindfully. Don’t rush unless you have to.
- Take a moment while you are at work to monitor your body and let go of any tension. Stop for one minute every hour and be aware of your breathing to regroup and recoup.
- Try doing one thing at a time and give it your full attention.
- Take frequent breaks if you can and use them to relax and renew. Step outside, stretch, or sit quietly and follow your breathing.
- Change your environment during lunchtime. Try to spend breaks and lunch with people you feel comfortable with, or silently, focusing on the taste of your food.
- Be mindful of your communications with people during the workday and think about how you may improve your interactions.
- At the end of the work day, review what you have accomplished and make a list of what needs to be done tomorrow.
- Think of three positive things that happened during the day and continue to bring them to mind throughout the evening.
- When you return home at the end of your day, immediately remove your shoes and change your clothes as a signal to transition from work to home.



Mindfulness in the Workplace

WHAT IS MINDFULNESS?

Mindfulness is the practice of being in the moment, being aware of your surroundings, your thoughts, and your physical sensations with a non-judgmental attitude.



THE WORKPLACE

Mindfulness at work can help manage and alleviate feelings of stress. It can reduce mental exhaustion and increase job satisfaction, empathy, creativity, and focus.

Leadership abilities, like problem solving and decision-making, can be supported by mindfulness practices by increasing clarity of situations.



Mindfulness can help you achieve balance and see situations more clearly. Most of all, mindfulness has been correlated with stress reduction.

STRESS

Prolonged stress can have effects on physical and mental health.

Stress can increase the likelihood and prolong recovery of diseases like:



Cardiovascular Disease



Depression



Obesity



Gastrointestinal Disease



Diabetes

...as well as create unhealthy coping mechanisms like smoking, having an unhealthy diet, and limiting physical activity.

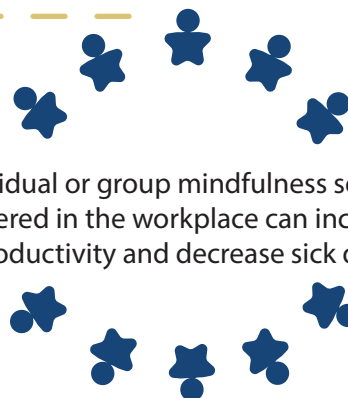
TECHNIQUES

Mindfulness techniques generally fall into one of three categories:

- Breathing Awareness
- Body Awareness
- Sensory Awareness



Individual or group mindfulness sessions offered in the workplace can increase productivity and decrease sick days.



The information is for educational purposes only and is not intended as a substitute for medical advice, diagnosis or treatment. Always seek the advice of your physician or other qualified health care provider with any questions you have regarding your medical care.



Mount Sinai Selikoff Centers for Occupational Health

The Selikoff Centers for Occupational Health are dedicated to preventing, diagnosing, and treating work-related injuries and illnesses. Our multilingual and highly skilled team of board-certified occupational medicine physicians, industrial hygienists, ergonomists, workers' compensation coordinators, and social workers provide patient-centered services for workers and retirees in New York City and the Mid-Hudson Valley.

