

The purpose of this document was to provide you with some additional resources to keep staff productive while working from home or in your clinic during this time of limited patient encounters. Some ideas are free, others may require a fee. Also find some resources further down on virtual team building and being a virtual leader. We also wanted to provide some resources on how to manage stress and mental health.

Please note that the MOA does not endorse nor specifically recommend any of the following links, websites, or training programs. We are providing these resources purely for your help and information. We suggest that you research each of them to determine what will work best for you and your staff.

Online Training Resources

Name of Site	Web site	Cost?
2020 Magazine	https://www.2020mag.com/education	Free
Academy	https://learning.aaopt.org/	Free with AAO membership
Acuvue	https://www.jnjvisionpro.com/learning-center	Free, some requires J&J Account
Alcon Experience Academy	https://www.alconexperienceacademy.com/curriculum.aspx	Free
Allergan Tech Alliance	https://www.allergantechalliance.com/	Free
AOA Eyelearn	http://aoa.peachnewmedia.com	Free to AOA members
AOA paraoptometrics	https://www.aoa.org/paraoptometrics/tools-and-resources/paraoptometric-career-ladder	Free to AOA Members
BSM Connection	https://bsmconnection.com/distance-learning-overview	\$1,195 annual membership
CooperVision Learning Center	https://academy.coopervision.co.uk/uk	Free
ECPUniversity	www.ecpu.com	30 day free trial, various options afterwards
Heidelberg	https://academy.heidelbergengineering.com/	Free
Hoya Empowering U	http://learning.hoyavision.com/	Free to Hoya Accounts
Laramy-K	www.laramyk.com/resources/openoptix/abo/openoptix-abo-study-guide	Free

Marco	http://www.marcotraining.com	Free with account number
Optician Works	https://opticianworks.com/whats-inside/	Some free, \$9.99/mo or \$99.99/yr
OptoVue Academy	https://academy.optovue.com/	Free to those with Optovue OCTs
Red Cross (CPR and AED certification)	https://www.redcross.org/take-a-class/online-safety-classes/all-online-classes	Various, \$35 and under
VSP UUniversity	https://uuniversity.vsp.com/	Some sections free, others require VSP Voucher
Zeiss e-Learning Center	https://academy.zeiss.com/	Free to Zeiss users

Virtual Team-Building

While your team is apart, it is important to still keep them connected as a team! Here are some websites with ideas for virtual team building:

<https://www.zenefits.com/workest/how-companies-are-doing-virtual-team-building/>

<https://thewirecutter.com/blog/coronavirus-teamwork-working-from-home/>

<https://zoom.us/> Zoom can be used to host team staff meetings. Free accounts can have 40 minute meetings.

Harvard Business Review has made their coronavirus coverage free for all readers.

Recent releases: Keep Your People Learning When You Go Virtual

hbr.org

Jon Gordon.

powerofpositiveteam.com has a list of tools for teams. Virtual exercises for your team (pdf and videos) . Most resources are free, option to purchase.

Tips on Being a Virtual Leader

<https://www.fastcompany.com/90478413/5-strategies-to-manage-your-newly-remote-employees>

<https://www.management-issues.com/connected/6727/key-skills-for-virtual-leaders/>

<https://www.forbes.com/sites/melodywilding/2020/03/23/the-sensitive-leaders-guide-to-managing-a-remote-team-during-the-coronavirus-pandemic/#9781e271eac5> – Forbes also has a free newsletter on working and managing a remote workforce.

This website has a LOT of really good information on Remote Resources During Coronavirus

<https://www.collaborationsuperpowers.com/covid19/>

Harvard Business Review has made their coronavirus coverage free for all readers.

“HBR IdeaCast” is a weekly podcast featuring the leading thinkers in business and management.

Recent releases: How to Be an Inclusive Leader Through a Crisis

hbr.org

Jon Gordon. Weekly newsletters, daily email, pod casts, webinars.

www.jongordon.com

Stress Reduction

This is a really stressful time – for you and for your staff! Make sure that you take time to take care of yourself and encourage your staff to do the same. Go for a walk, bike ride, exercise, meditate – whatever works, do it.

Headspace, a leading app for mindfulness and meditation, is offering free access to all healthcare practitioners with an NPI through the end of 2020, certified staff are eligible for a free account as well. Eligible staff would click the “nurse” button and upload copy of their certification. See <https://www.headspace.com/health-covid-19>. If you want to subscribe for your staff, their “family plan” is six accounts for \$99.99 per year. <https://www.headspace.com/family-plan>

Down Dog, providing a studio-like yoga experience in app format, is offering all of their apps (Down Dog, Yoga for Beginners, HIIT, Barre, and 7 minute workout) free for healthcare workers until July 1. See <https://www.downdogapp.com/healthcare> for a short form to register your work email domain to allow access for your staff.

Other stress reduction information:

<https://www.health.harvard.edu/mind-and-mood/six-relaxation-techniques-to-reduce-stress>

<https://www.healthline.com/nutrition/16-ways-relieve-stress-anxiety#section1>

<https://www.webmd.com/balance/guide/blissing-out-10-relaxation-techniques-reduce-stress-spot#1>