

# Preventing burnout and anxiety when working remotely

blueprint

Many of us have found ourselves working from home over the past two years. It's difficult to remain focused when working remotely. Juggling work and home in the same space can leave you feeling overwhelmed. Here are a few tips to help you avoid burnout and anxiety:

- **Set boundaries for yourself and your family.** It's one of the first things you must do for yourself. Establish time for work, time for play and time for family. Set your calendar and stick to it.
- **Realize you cannot sit in front of your desk for eight hours.** It's not good for your physical or mental health. Take breaks, exercise, listen to music and create a work environment that helps you with your goals.
- **Monitor your news intake.** While it's not a bad thing to be informed, you can have too much information at your fingertips. Overwatching the news can create and/or add to your anxiety and lead to panic attacks.
- **Play something light.** When taking downtime to decompress, listen to music, and watch things that help you relax. Avoid overstimulating your mind and body.
- **Establish a dedicated workspace and shut your door when you are finished with your workday.** This allows you the ability to separate yourself from your work environment.
- **Silence your phone and turn off notifications after hours.** Those dings and alerts create triggers in your brain that prevent you from disconnecting.
- **Reserve time for yourself to renew your batteries.** Participate in activities that you enjoy. Take a walk. Get outside and enjoy nature. Spend time with your family doing activities that allow you to fully disconnect from work.
- **Give yourself grace.** You are working hard and doing multiple jobs when at home. Determine what productivity means to you and celebrate even the smallest tasks. Take each completion of a task as a success.

If you need help with stress or anxiety, speak with someone. For behavioral health resources or to find a provider covered under your plan, go to [arkansasbluecross.com/bh](https://arkansasbluecross.com/bh).

