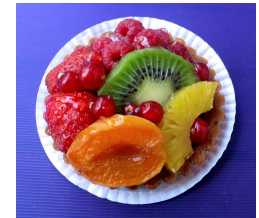
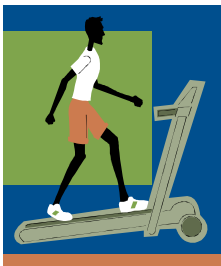


“Working

Worksite Wellness

Into Your Organization”



Welcome & Housekeeping

- Consortium for a Healthier Miami-Dade Worksite Wellness Workgroup
- Community Collaboration, Support & Resource sharing to reduce prevalence of obesity in our community
- Questions & input are encouraged
- A break and refreshments will be provided
- Restrooms & emergency exits are located outside conference room

Thank you for attending!

[What's Ahead]

Session I: “Working Worksite Wellness Into Your Organization”

- ❖ Assessment & Planning
- ❖ Implementation
- ❖ Guest Speaker: Kerri-Ann Forbes, CHI

Break & Session II Registration

Session II: “ Tools and Resources You Can Use To Enhance Your Worksite Wellness Program”

- ❖ Let's Move Miami Campaign
- ❖ Worksite Wellness Program Evaluation
- ❖ Tool Kits & Policy Template

Closing Remarks & Evaluation

Session 1

“Working

Worksite Wellness

Into Your Organization”

Presenters:

MDCHD Wellness Team

Kerri-Anne Parkes and Kary Suarez

Pre-Assessment

Assessment and Planning

“Working Worksite Wellness into Your Organization”



[Assessment and Planning]



- Planning is a critical component of the worksite wellness program development process
- Planning will take place before and during worksite wellness program implementation
- Accurate and appropriate assessments are required to inform the planning process

Key Step



Assessment and Planning: Senior-Level Support

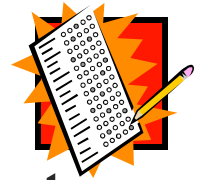
- Before assessment and planning, obtain Senior-Level Management buy-in...
- What's "buy-in?"
 - Letters of support
 - Directives
 - Delegation of responsibility
 - Resource allocation
 - Personal commitment to improve health practices



[Assessment]

- Examples of the types of assessment that should be used:

- **Worksite Environment Assessment**
- **Employee Health and Interests Assessment**
(current levels of physical activity, eating habits, health concerns/conditions, activities of interest, etc.)
- **Collection of Organizational Data related to Health** (demographics, attendance, health insurance claims, workman's compensation claims)



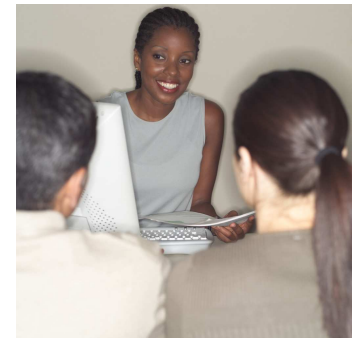
[Assessment]

- Assemble an ***integrated workplace health assessment report*** that includes all the collected data.
- Use the report for program planning!
- It will be an invaluable guide and resource.
- Produce a report annually to document program outcomes and evaluation.



Planning

- Start a Worksite Wellness Team or Committee
 - Identify a Worksite Wellness Coordinator or Team Leader
 - Committee should reflect diversity of employees (staff of different ages, backgrounds, positions, etc.)
- Conduct Inventory of available and potential resources
 - Such as: staff, space, equipment, materials, supplies, incentives, etc.



Key Step

Planning: Develop a Program Plan



- Ensure that Program Plan includes the following:

- Vision and Mission statement
- Measurable goals and objectives aligned with overall business objectives*
- Appropriate interventions (according to assessment) with timelines and responsible owners and incentives
- Itemized program budget plan

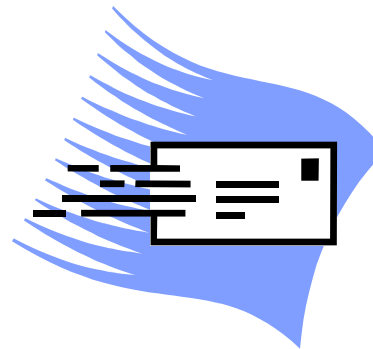
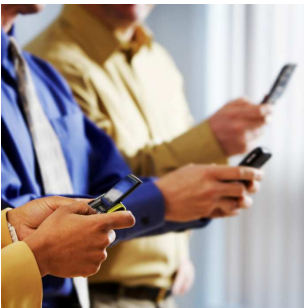


Health Program Vision & Organization Mission

- **Vision** should link the company's overall mission with a clear perspective of health and how it advances the core mission of the organization
- **An Enterprise Workplace Health Program** should be promoted and *implemented vertically and horizontally*, using participatory strategies to ensure sustained senior management, organizational, and total workforce engagement
- **Mission statement** should be created to describe the organization's commitment to implementing the workplace health program. The program should have *explicit goals and objectives* that integrate with business objectives

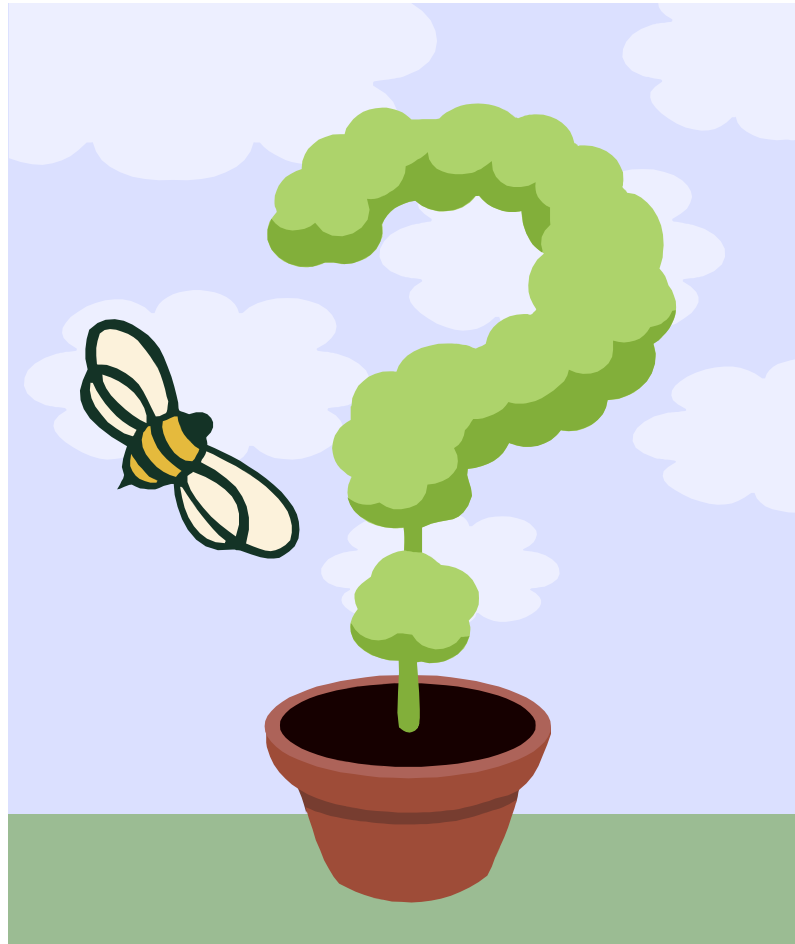
Planning: Develop a Program Plan

- Ensure that Program Plan includes the following (cont'd):
 - Roles and responsibilities of key stakeholders to complete program objectives (“Relaters”, “achievers”, and “thinkers”)
 - Communication plan (identify target audiences, branding, logo, tagline, consistent messages using a variety of media channels, etc.)
 - Evaluation plan (Data collection system, consistent methods of analysis, and reporting)



Q & A:

Assessment & Planning



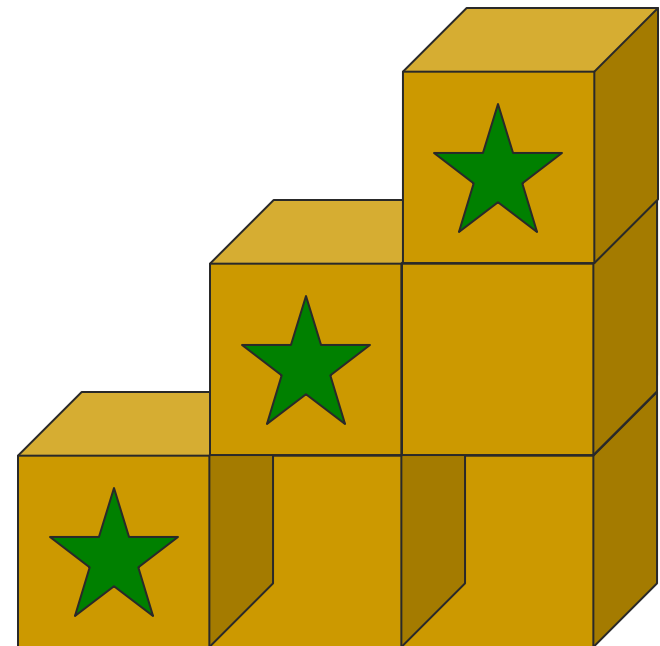


Implementation

Worksite Wellness Program

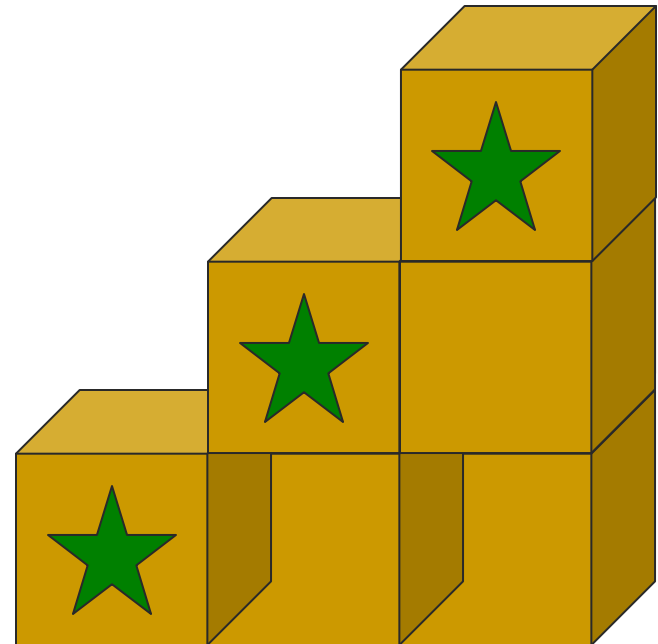
Building Blocks for Successful Implementation

- Develop communications strategies for leadership and employees
- Obtain resources such as staff, equipment, or vendor contracts to provide programs and services
- Establish data and informatics systems for program planning and evaluation



Building Blocks for Successful Implementation (cont.)

- **Identify a workplace health coordinator**
- **Establish a workplace health council or committee**
- **Integrate the workplace health program vision with the business' mission**

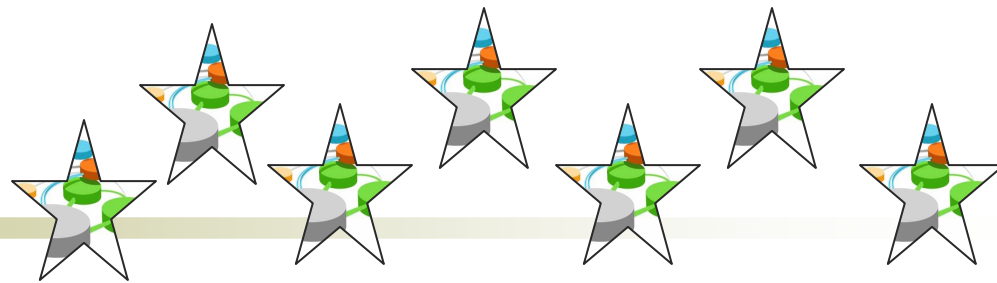


[Program Implementation]

Involves all the **steps** needed to put health promotion **strategies** and **interventions** into place and making them available to employees.



[Terms



■ Strategy (generic)

- a plan, method, or series of maneuvers or scheme for obtaining a specific goal or result

■ Intervention (specific)

- a term used in public health to describe a program or policy designed to have an impact on a health problem

[Ahead....]

- Championing
- Culture of Health
- Workplace Health Council or Committee



["Championing"]



- Implementing a workplace health program takes “championing” at all levels of an organization, but should be led by a dedicated staff member.
 - qualified and motivated workplace health coordinator
- he or she ‘must-haves’
 - support from senior management
 - empowered to work across organizational units
 - supported by a workplace health council or committee that meets regularly
 - oversee an annual operating budget
 - authority to implement & oversee the workplace health improvement plan

“Culture of Health”

- employee health and safety is valued, supported and promoted through workplace health:
 - Programs
 - Policies
 - Benefits
 - Environmental Supports

- *routine part of business operations aligned with overall business goals*



A Broad & Diverse Representation!

Establish a Workplace Health Council or Committee

- Employee representation and participation in the program's decision making process is important for success



Wellness Committees: Responsibilities

- Assessing employee needs and preferences
- Developing a health promotion operating plan, including a vision statement, goals, and objectives
- Assisting in implementing, monitoring, and evaluating worksite health program activities

[Organizations Working Together!]















<http://healthymiamidade.org/Worksite%20Wellness/>

Check Points



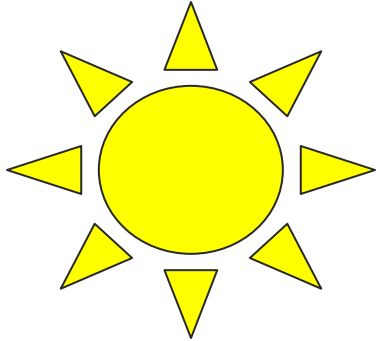
- ✓ Strategies and Interventions are first pilot tested on a smaller scale
- ✓ Strategies and interventions are put in place according to the workplace health improvement plan timeline and budget
- ✓ Work plan protocols from health-related programs are implemented as proposed
- ✓ Feedback on the process steps taken should be collected at regular intervals during the program's implementation

Possible Health Topics Addressed

Health Behaviors	Health Screenings	Mental Health	Injury	Adult Immunization
<p>Alcohol & Substance Misuse</p> 	<p>Blood Pressure</p> 	<p>Depression</p> 	<p>Work-Related Musculoskeletal Disorders & Ergonomics</p> 	<p>Influenza & Pneumococcal</p> 
<p>Nutrition*</p> 	<p>Obesity (BMI)</p> 	<p>Stress Management</p> 		
<p>Physical Activity*</p> 	<p>Cancer</p> 			
<p>Tobacco Use</p> 	<p>Type 2 Diabetes</p> 			

Program Strategies/ Interventions Different Levels

Environmental



[Types of Strategies / Interventions]

- Health-related Programs
- Health- related Policies
- Health Benefits
- Environmental Support

Health-related Programs

- Approaches:

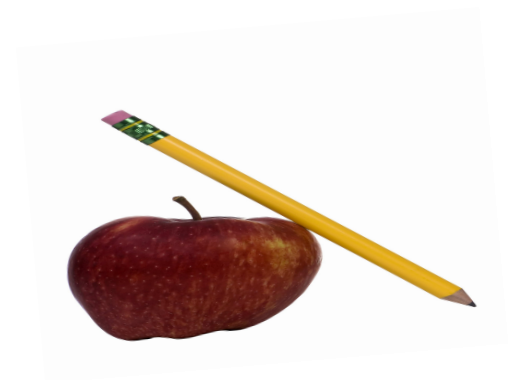
- **Informational**

- Classes or seminars on health topics such as fitness, nutrition, tobacco cessation, or stress management
- Weight loss programs that offer counseling and education
- Chronic disease self-management tools
- Emails or newsletters with health information

- **Behavioral/Social**

- Exercise classes
- Ergonomic assessments and equipment
- On-site influenza vaccines

- Employee Assistance Programs



Health-related Policies

- Examples of health-related policies include:
 - tobacco and alcohol
 - healthy foods to be served at company meetings and events
 - flextime to exercise or attend health programs



Health Benefits

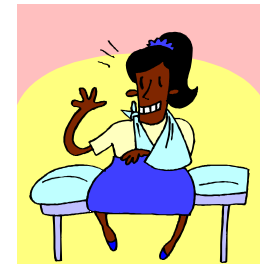
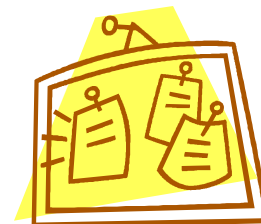
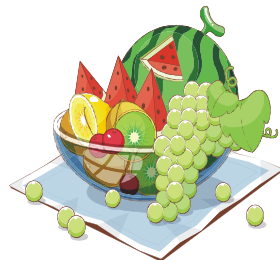
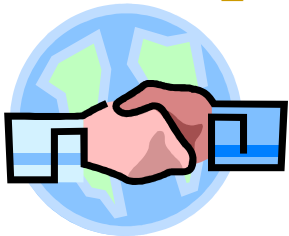
- Examples include:
 - Health insurance coverage
 - Coverage for tobacco cessation and/or nicotine replacement therapy
 - Discounts for fitness memberships
 - Incentives such as gift certificates, cash, paid time off, etc.



Environmental Support

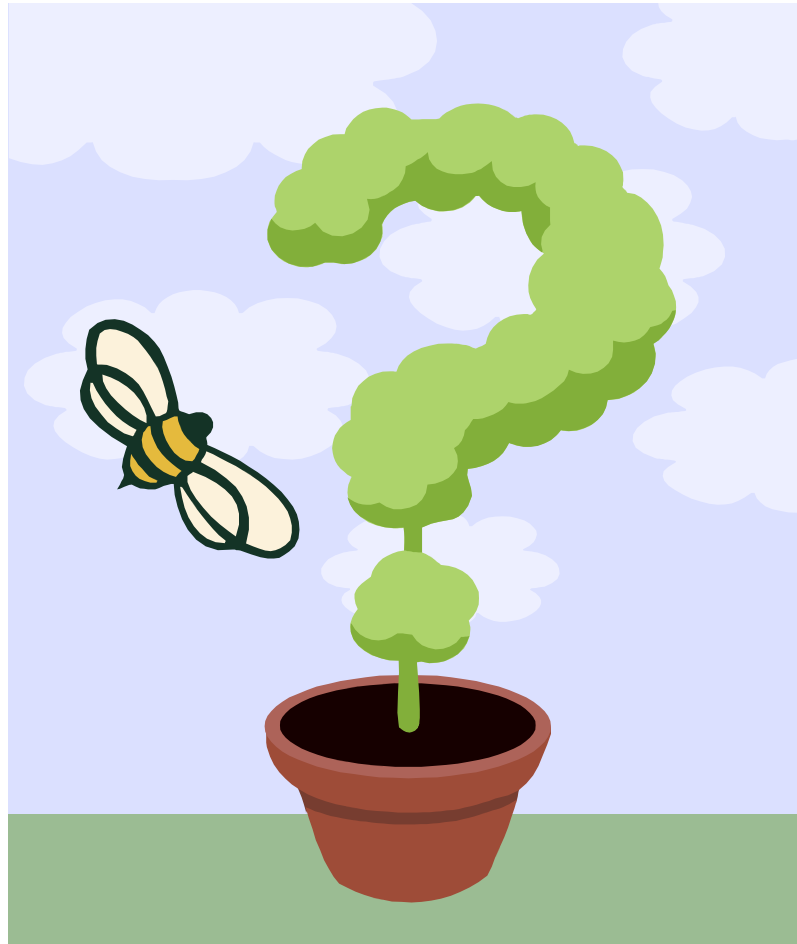
- Examples of environmental support include:

- Open green space for exercise or relaxation
- Healthy foods vending machines
- On-site occupational health clinics
- Bulletin boards, kiosks, intranet or other communications
- Control of dust, fumes, and vapors
- Good lighting and well-designed work spaces



Q & A:

Implementation



“Working Worksite Wellness into Your Organization”

Speaker

Kerri-Ann Forbes

Wellness Coordinator for Community
Health of South Florida, Inc.



‘Working

Worksite Wellness

Into Your Organization’

Session 1

- Post-Assessment
- Forum Evaluation

[Closing]



[Special Thanks to:]

- CDC/CPPW Staff
- MDCHD Staff
- Community Partners
- Fit2Go

