Investing in Employee Health

Karla Voss, B.S. CHES
MO Department of Health and Senior Services
What is Worksite Wellness?
Step 1: Purpose
Step 2: Getting Started
Step 3: Assessing
Step 4: Planning
Step 5: Implementing
Step 6: Evaluating

Appendix: Checklists, Samples and Resources
The Process

Step 1: Purpose

Step 2: Getting Started

Step 3: Assessing

Step 4: Planning

Step 5: Implementing

Step 6: Evaluating
Step 1: Purpose

- Health care costs
- Absent/presentee-ism
- Employee turnover

- Productivity
- Morale
- Safer environment
- Social support
Why the Workplace?

Average hours spent each day:

- Work or School: 8 hours
- Family/Home: 5 hours
- Community: 3 hours
- In Transit: 1 hour
Why Worksites?

Starbucks said they spend more on employee health benefits than on coffee.

General Motors, Ford, and Chrysler spent more on employee health care than on the steel they use to make cars.
Value of Investment

$1 = $3
Step 2: Getting Started

- Commitment from stakeholders
- Coordinator
- Wellness committee and meetings
Step 3: Assessing

Organizational Supports

<table>
<thead>
<tr>
<th>Organizational Supports</th>
<th>Yes</th>
<th>No</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Conduct an employee needs and interest assessment for planning health promotion activities? Answer &quot;yes&quot; if, for example, your organization administers focus groups or employer satisfaction surveys to assess your employee health promotion program(s). Answer &quot;no&quot; if your organization administers general surveys that do not assess your employee health promotion program(s).</td>
<td>☐ (1 pt.)</td>
<td>☐ (0 pts.)</td>
<td></td>
</tr>
<tr>
<td>2. Conduct employee health risk appraisals/assessments through vendors, on-site staff, or health plans and provide individual feedback plus plan health education? Answer &quot;yes&quot; if, for example, your organization provides individual feedback through written reports, surveys, or one-on-one counseling.</td>
<td>☐ (3 pts.)</td>
<td>☐ (0 pts.)</td>
<td></td>
</tr>
<tr>
<td>3. Demonstrate organizational commitment and support of worksite health promotion as at all levels of management? Answer &quot;yes&quot; if, for example, all levels of management participate in activities, communications, are sent to employees from senior leaders, the worksite supports performance objectives related to healthy workplace, or program ownership is shared with all staff levels.</td>
<td>☐ (2 pts.)</td>
<td>☐ (0 pts.)</td>
<td></td>
</tr>
<tr>
<td>4. Use and combine incentives with other strategies to increase participation in health promotion programs? Answer &quot;yes&quot; if, for example, your organization offers incentives such as gift certificates, cash, paid time off, product or service discounts, reduced health insurance premiums, employer recognition, or prizes.</td>
<td>☐ (2 pts.)</td>
<td>☐ (0 pts.)</td>
<td></td>
</tr>
</tbody>
</table>

Appendix B – Worksite Wellness Employee Interest Survey

Example:

Wellness questions

1. Current physical activity level
   - I don't exercise or walk regularly now, and I don't plan to start in the near future.
   - I don't exercise or walk regularly, but I've been thinking about starting.
   - I'm doing moderate or vigorous physical activities for at least 30 minutes on some days, but fewer than five days a week.
   - I've been doing moderate or vigorous physical activities for at least 30 minutes a day on five or more days a week and have been doing it for the last one to six months.
   - I've been doing moderate or vigorous physical activities for at least 30 minutes a day on five or more days a week and have been doing it for seven months or longer.

2. When do you get most of your physical activity each day?
   - I am physically active before work.
   - I am physically active during work hours — at break and lunch times.
Step 4: Planning

- Importance
- Time
- Cost
- Commitment
- Reach
Policy Changes

Formal written statements to create an environment that promotes:

• Healthy habits
• Behavioral incentives
• Access to resources
Environmental Change

- The physical or cultural factors at and near the workplace that help protect and enhance employee health
Levels of change and scope of impact:
The goal is behavior change

INDIVIDUAL
INTERPERSONAL
ORGANIZATION
COMMUNITY/ENVIRONMENT
POLICIES
Sample Strategies

Low resources $
• Support activity breaks during the day

Medium resources $$
• Offer healthy food choices at meetings

High resources $$$
• Provide an on-site exercise facility
Which group do you focus on?

- Low: 65%
- Med: 24%
- High: 11%

Keep Healthy People Healthy
Evidence-Based Resources and Interventions
# Recommendation Table (Sample)

<table>
<thead>
<tr>
<th>Importance: How important is the recommendation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Not at all important</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cost: How expensive would it be to plan and implement the recommendation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Very expensive</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Time: How much time and effort would be needed to implement the recommendation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Extensive time and effort</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Commitment: How enthusiastic would employees be about implementing the recommendation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Not enthusiastic</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reach: How many employees will likely be affected by this recommendation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 = Very few employees</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item #</th>
<th>Recommendations</th>
<th>Importance</th>
<th>Cost</th>
<th>Time</th>
<th>Commitment</th>
<th>Reach</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Create policy for use of break and lunch time to be active</td>
<td>4</td>
<td>5</td>
<td>5</td>
<td>4</td>
<td>5</td>
<td>23</td>
</tr>
<tr>
<td>23</td>
<td>Install bike racks to encourage biking to work</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td>18</td>
</tr>
</tbody>
</table>
Goals & Objectives

SMART

Specific
Measurable
Attainable
Relevant
Time Based
Sample Activities
Health Screenings
National Health Promotions

NATIONAL EMPLOYEE HEALTH & FITNESS DAY

May 16

Join employees across the state on a walk for health.

Walk anytime between 11 a.m. and 2 p.m.
Registration forms at www.health.mo.gov/nhfd

#wellbeing

Join the Great American Smokeout

Eat Smart, Move More...
Maintain, don't gain!

Holiday Challenge
Worksite Health Promotion Committee

Lunch-n-Learn

Breast Cancer Screening: Your Responsibility

Presented by
Mary Pat Luchberger
RN, Certified Mammography Specialist

Sponsored by:
Office on Women's Health

Tuesday, May 15, 2007, Noon to 1 p.m.
930 Wildwood, Wild Oak Conference Rooms A & B
Sample Culture Changes
Point of Purchase Signs

Smaller Plate
Smaller Waist

Use a smaller plate to right-size your portions at meal times.

The original fast food
Healthy Vending
Healthy Foods at Meetings
Breastfeeding Support

Breastfeeding Friendly Worksite Program
Missouri
Exercise Classes
Stairwell Campaigns

NO WAITING
one door over
Move MORE

WALK STAIRS.
Burn calories. Feel better. Weigh less. Simple, isn’t it?
Move MORE
Indoor Fitness Loops

From A to B = .08 mile
1 mile = 13 trips from A to B
Readiness to Change

- **Pre-contemplation** - not thinking about changing
- **Contemplation** - starting to think about changing
- **Preparation** - have tried to change
- **Action** - taking real steps to change
  - slip is most likely to occur
- **Maintenance** - have changed
Legal Considerations

• Workplace wellness programs must be:
  o Voluntary
  o Non-discriminatory
  o Reasonably likely to promote health or prevent disease
  o Protect confidential information

• Have your attorney review any new policies and programs you are considering
Step 5: Implementing

Communication is Key!
Creating Interest and Motivation

- Goal setting
- Buddy system or teams
- Knowledge and awareness
Incentives

- Achievement awards
- Public recognition
- Food
- Entertainment
- Merchandise
- Monetary rewards or rebates
- Time off
Step 6: Evaluating

BOTTOM LINE
- Attendance
- Sick leave usage
- Employee turnover
- Morale
- Productivity
## Sample evaluation tool and measures

<table>
<thead>
<tr>
<th>SAMPLE PROCESS OBJECTIVES</th>
<th>2005</th>
<th>2006</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of staff enrolled and participating</td>
<td>200</td>
<td>220</td>
<td>▲ 10%</td>
</tr>
<tr>
<td>Company wellness Website hits</td>
<td>10,620</td>
<td>22,000</td>
<td>▲ 107%</td>
</tr>
<tr>
<td>Observations or counts of staff walking at noon</td>
<td>60</td>
<td>75</td>
<td>▲ 25%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SAMPLE OUTCOME OBJECTIVES</th>
<th>2005</th>
<th>2006</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre/post test surveys</td>
<td>Average score = 65</td>
<td>Average score = 80</td>
<td>▲ 15%</td>
</tr>
<tr>
<td>Quizzes: test of knowledge on various topics</td>
<td>78%</td>
<td>85%</td>
<td>▲ 7%</td>
</tr>
<tr>
<td>Percent of healthy vending items</td>
<td>25% Healthy choice</td>
<td>35% Healthy choice</td>
<td>▲ 10%</td>
</tr>
<tr>
<td>Cafeteria menu options</td>
<td>35% Healthy choice</td>
<td>40% Healthy choice</td>
<td>▲ 5%</td>
</tr>
<tr>
<td>Health indicators or reduced risk factors</td>
<td>BP =140/100</td>
<td>BP = 130/90</td>
<td>▼ BP</td>
</tr>
<tr>
<td></td>
<td>Chol = 212</td>
<td>Chol = 212</td>
<td>▼ 6%</td>
</tr>
<tr>
<td></td>
<td>BMI = 29%</td>
<td>BMI = 29%</td>
<td>▼ 1%</td>
</tr>
</tbody>
</table>
## Lunch-N-Learn Evaluation

1. Please indicate the extent that the speaker...

<table>
<thead>
<tr>
<th>Poor</th>
<th>Fair</th>
<th>Good</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

   - Knew the subject matter
   - Encouraged participation
   - Answered questions completely
   - Used appropriate examples
   - Gave clear explanations
   - Held your attention
   - Used an effective mix of presentation style (lecture, exercises, audio/video, etc.)

2. How likely will you be to use the information you learned in your daily life?

   - Very Likely
   - Somewhat Likely
   - Not Likely

3. Have you shared any of the information you learned with others?

   - Yes
   - No

4. What is one thing you intend to do as a result of this session?

5. Please provide any comments you may have regarding this Lunch-N-Learn and/or topics covered in sessions:

   [Blank space for comments]
Appendices

- **Appendix A**: Wellness Coordinator Checklist
- **Appendix B**: Worksite Wellness Employee Interest Survey
- **Appendix C**: Recommendation Table
- **Appendix D**: Action Plan Worksheet
- **Appendix E**: Family Involvement
- **Appendix F**: Sample Policies
- **Appendix G**: Samples for Worksite Wellness Committee
WorkWell Missouri Toolkit

Developed to assist businesses in starting, adding to or maintaining a wellness program for their staff.

Order or Download Toolkit

---

Adult Americans spend a significant amount of the day at the workplace, so it is a logical place to find new ways to encourage and promote physical activity and other factors that promote health. Workplace wellness programs are designed by companies to support employees in their health decisions. These programs focus on areas such as nutrition, stress reduction, tobacco cessation, breastfeeding, health screening, weight loss and physical activity.

Workplace wellness interventions may be comprised of health education classes, subsidized use of fitness facilities, policies that promote healthy behavior and any other systems, policies or environmental supports that positively
DHSS Resources

Move More! Stress Less!

This time of year, also known as "the holidays", often brings unwelcome guests — stress and depression. In an effort to pull off a perfect holiday, you might find yourself facing an array of demands — parties, shopping, cooking, entertaining. That leaves you little time for peace and joy.

Need some help relieving that stress?
Two words — Phys!

It's simple... Move More!

Here are some simple ideas to help you get through the holiday season and into the New Year:

- Put on your dancing shoes!
- Take a walk with a friend.
- Try something new like yoga.
- Park farther away for shopping.
- Take the stairs.
- Get a dog.
- Exercise with your brain with a puzzle.
- Try Deep Breathing.

Desercise Stretch Break

Place your other hand behind your elbow.

Lift your elbow and pull your arm across your chest.

Switch arms and repeat 2 or 3 times.

http://health.mo.gov/living/wellness/worksitewellness/index.php
Public Recognition

Breastfeeding Friendly Worksite Program
Missouri

WorkWell Missouri

GOLD WORKPLACE ACHIEVEMENT

Bronze recognizes organizations meeting the minimum criteria by demonstrating a solid foundation for success.
Thank You to our Partners

MoCAN
Missouri Council for Activity & Nutrition

University of Missouri Extension
For More Info:

Karla Voss, BS CHES
Health Educator III
MO Department of Health and Senior Services
(573) 751-6197
karla.voss@health.mo.gov