



Workplace Wellness: Low-Cost Resources

Wellness issues important to you – brought to you by the insurance specialists at Andreini & Company.

Wellness programs geared toward small companies can be as beneficial as they are for large companies. In fact, small businesses have an upper hand on bigger businesses when it comes to wellness programs because they often achieve higher rates of participation and their programs are generally easier to implement. The key to developing wellness programs is keeping them simple and manageable.

Communicating new wellness programs tends to be easier for smaller companies as well. Only commit to what can be done over a long period of time. Small companies need programs that are easy to use and do not require a lot of money. Use the low-cost resources identified in this article to help develop, implement and evaluate your worksite wellness program.

Steps to consider when developing a worksite wellness program:

1. Andreini & Company can provide you with the articles entitled “Workplace Wellness: An Employer’s Guide to Promoting Wellness at the Workplace” and “Workplace Wellness: Potential Legal Issues Associated with Workplace Wellness Plans.”
2. Partnership for Prevention: An Essential Health Promotion Sourcebook, Large and Small
www.prevent.org/images/stories/Files/publications/Healthy_Workforce_2010.pdf

Assessing Your Worksite

1. Andreini & Company can provide you with a sample wellness program survey.
2. Healthy Workforce 2010: Essential Health Promotion Sourcebook for Employers, Large and Small (pages 62-64)
www.acsworkplacesolutions.com/documents/Healthy_Workforce_2010.pdf

Health Risk Appraisals

Many local health plans and health care systems have health risk appraisal or assessment programs for worksites. Contact your health plan or health care provider to see what services they offer.

1. Web-based appraisals:
www.hmrc.umich.edu/services/hra.html
2. Send employees to physicians as part of their annual physical.

3. Hire an organization to do worksite wellness appraisals on-site.
www.healics.net
www.midlandhealth.com
3. See the Wellness Council of America (WELCOA) for tips on picking the right health risk assessment.
www.welcoa.org

General Health Education

1. Policies outlining the functions of a comprehensive worksite wellness program:
www.cspinet.org/nutritionpolicy/index.html
2. Representative wellness committee: www.tompkins-co.org/wellness/worksite/workwell/wellcomm.html
3. Health fair as a kick-off or celebration event, or an online health fair planning guide:
fcs.tamu.edu/HEALTH/health_fair_planning_guide/health_fair_planning_guide.pdf
4. Designate specific areas to support employees such as diabetics and nursing mothers:
www.eeoc.gov/facts/diabetes.html
www.opm.gov/Employment_and_Benefits/WorkLife/OfficialDocuments/HandbooksGuides/Nursing/index.asp
5. Sample lessons and materials can be found on pages 13-16 and pages 54-57 in the Arkansas Worksite Wellness toolkit: www.arkansas.gov/ha/pdf/worksite_wellness.pdf

Resources for Recommended Physical Activity Strategies

1. Flexible work hours: <http://physicalfitness.org/nehf.html>
2. Physical activity breaks during the workday: <http://possibility.com/PowerPause>
3. Map out on-site trails or nearby walking routes: <http://walkingguide.mapmyrun.com>
4. Host walk-and-talk meetings: www.cdc.gov/women/planning/walk.htm
5. Andreini & Company can provide you with exercise and physical fitness messages and information directed to your employees.
6. Start employee activity clubs: <http://aom.americaonthemove.org>
7. Implement incentive-based programs to encourage physical activity, such as pedometer walking challenges: <http://dhfs.wisconsin.gov/forms/DPH/DPH40075.pdf>
8. Offer on-site fitness opportunities, such as group classes or personal training:
www.acefitness.com
9. Provide incentives for participation in physical activity and/or weight management/maintenance activities: www.wellnesscouncilwi.org
10. Find sample lessons and materials: www.arkansas.gov/ha/pdf/worksite_wellness.pdf
11. Aim for a Healthy Weight
www.nhlbi.nih.gov/health/public/heart/obesity/lose_wt/index.htm

12. The President's Challenge www.presidentschallenge.org
13. Physical activity incentive campaign:
http://welcoa.org/contentdelivery/pdf/fit_for_life_ic.pdf
14. Stairwell use program: <http://infopoint.welcoa.org/includes/pdf/stepbystepfr.pdf>

Resources for Nutritional Strategies

1. Send healthy food messages to employees. Andreini & Company can provide you with nutrition-related articles for your employees.
2. Offer appealing, low-cost, healthful food options, such as fruits and vegetables, juices, and low-fat dairy products in vending machines and snack bars and break rooms: www.healthcollaborative.net/assets/pdf/vendingcriteria.pdf
3. Promote healthy choices by increasing the percent of healthy options that are available and using competitive pricing to make healthier choices more economical:
www.dhs.ca.gov/ps/cdic/cpns/worksites/download/VendingStandards.pdf
www.co.tompkins.ny.us/wellness/worksites/workwell/snackbowl.html#obj10
4. Have on-site cafeterias follow healthy cooking practices: <http://healthyculture.com/>
5. Have on-site cafeterias set nutritional standards that align with dietary guidelines for Americans:
www.health.gov/DIETARYGUIDELINES/dga2005/document/pdf/DGA2005.pdf
6. Make water available throughout the day:
www.mayoclinic.com/health/water/NU00283
7. Find sample lessons and materials:
www.arkansas.gov/ha/pdf/worksites_wellness.pdf (pages 46-53)
8. Healthy eating during the holidays:
http://welcoa.org/contentdelivery/pdf/12_healthy_holiday_habits.pdf
9. Understanding the Food Guide Pyramid:
http://welcoa.org/contentdelivery/pdf/new_pyramid_021006.pdf
10. Setting diet and exercise goals:
http://infopoint.welcoa.org/includes/incentive/On_The_Go.pdf

Resources for Recommended Self-Care Strategies

1. Self-care Incentive Campaign:
http://welcoa.org/contentdelivery/pdf/tune_in_to_your_health_ic.pdf

Tobacco Cessation Strategies

1. General Resources:
 - University of Wisconsin Center for Tobacco Research and Intervention
www.ctri.wisc.edu/Employers/employers.htm
 - Employers Tools & Resource Index page
www.ctri.wisc.edu/Employers/employers_Tools_&_Resources.htm

- Wisconsin Tobacco Quit Line resources order form www.ctri.wisc.edu/Home/Quit_Line/Materials/QL_Order_Form.pdf
 - Quitnet www.quitnet.com/q_corp/
 - American Lung Association www.lungusa.org/wisconsin/
2. Policy prohibiting tobacco use anywhere on company property: www.cdc.gov/tobacco/research_data/environmental/etsguide.htm
 3. Provide on-site counseling through an individual, group, or telephone counseling program: http://opm.gov/Employment_and_Benefits/WorkLife/OfficialDocuments/handbooksguides/Tobacco_Cessation/Smoking2.asp#Program
 4. Sample lessons and materials: www.arkansas.gov/ha/pdf/worksite_wellness.pdf

Disease-Specific Resources

1. Arthritis:
 - Centers for Disease Control and Prevention www.cdc.gov/arthritis
 - The National Arthritis Foundation www.arthritis.org
 - Wisconsin Department of Health and Family Services <http://dhfs.wisconsin.gov/health/arthritis/>
2. Cancer:
 - American Cancer Society www.cancer.org
 - National Cancer Institute www.cancer.gov
 - Centers for Disease Control and Prevention, Cancer Prevention and Control www.cdc.gov/cancer
3. Diabetes:
 - Centers for Disease Control www.DiabetesAtWork.org
 - The Alliance diabetes toolbox. www.alliancehealthcoop.com/diabetes
 - American Diabetes Association www.diabetes.org
 - American Dietetic Association www.eatright.org/Public
4. Heart Disease and Stroke:
 - American Heart Association www.americanheart.org
 - American Stroke Association www.strokeassociation.org
 - 10-year heart attack risk calculator <http://hin.nhlbi.nih.gov/atp/iii/calculator.asp?usertype=pub>
5. Headaches:
 - National Headache Foundation www.headaches.org/consumer/index.html
 - Educational tips and resources www.headachequiz.com
6. Safety:
 - Home injuries www.homesafetycouncil.org
7. Mental Health
 - National Mental Health Association www.nmha.org/
8. General www.yourdiseaserisk.com

Evaluation Resources

Evaluating Your Wellness Program

www.welcoa.org

www.nyhealth.gov/prevention/worksite/how_to_plan.htm

Wellness Council of America (WELCOA) Strategies

1. Productivity Survey: Job Satisfaction
www.welcoa.org/freeresources/pdf/job_satisfaction_survey.pdf
2. Incentive Campaign: Step-By-Step: Walking Your Way To Wellness
www.welcoa.org/freeresources/pdf/stepbystepfr.pdf
3. Special Report: The Top 5 Strategies to Enhance the ROI of Worksite Wellness Programs
www.welcoa.org/freeresources/pdf/top_5_strategies.pdf
4. Article: The ROI Calculator
www.welcoa.org/freeresources/pdf/aa_roi_calculator2.pdf
5. Wellness Survey: Needs & Interest Survey
www.welcoa.org/freeresources/pdf/ni_survey.pdf
6. Article: Carefully Crafting Your Organization's Wellness Plan
www.welcoa.org/freeresources/pdf/crafting_your_orgs_wellness_plan.pdf
7. Culture Counts: Nation's Leading Health Management Researcher Speaks Out In Brand New WELCOA Interview
www.welcoa.org/freeresources/pdf/Edington1_Culture_Counts.pdf
8. Report: Thrifty Ideas For Turbulent Times--All New WELCOA Special Report Now Available At No Charge
www.welcoa.org/freeresources/pdf/financial_wellness.pdf
9. Presentation: The Low Stress Diet: Eating For A Healthy Immune System In a Stressful World
www.welcoa.org/freeresources/index.php?category=20
10. Article: Stressed Less
www.welcoa.org/freeresources/pdf/stressed_less.pdf

For more resources and information on workplace wellness:

www.sbwi.org (The Small Business Wellness Initiative)

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