

## **Module 0.1: Transcript**

### **Slide 1**

Welcome to the Working on Wellness online curriculum. This is Cycle Step 0, Module 1, Introduction and Overview.

### **Slide 2**

Working on Wellness is a program of the Massachusetts Department of Public Health developed in partnership with Health Resources in Action and Advancing Wellness. Working on Wellness is designed to help employers develop and implement evidence-based worksite wellness initiatives.

### **Slide 3**

In this module, you will learn about Working on Wellness, and your role in partnering for a healthy workforce.

### **Slide 4**

By the end of this module, you will be able to:

- Describe the purpose of the Working on Wellness program
- List the steps in the Working on Wellness Program Development Cycle
- Define three approaches to promoting workplace wellness
- List the steps and resources that will be provided through the Working on Wellness program

### **Slide 5**

A worksite wellness initiative promotes the health and wellness of all employees through an inclusive, collaborative, and data-driven planning process. Wellness is promoted through awareness and education programs, behavior change programs, and workplace policies. Comprehensive, evidence-based initiatives like the ones that will be designed through Working on Wellness will create a supportive work environment and enable employees to engage in healthy behaviors.

Safe and healthy employees:

- Are good for business and improve the bottom line
- Create a happier, less stressful, and more prosperous worksite environment
- Do better at their jobs and contribute more
- Miss less work and are more productive, and
- Enjoy their jobs more, reducing turnover costs

### **Slide 6**

A health insurance plan also offers a number of benefits for your organization. Health care benefits help attract and retain the best talent. Health insurance supports proper care for employees and their families. It helps employees live healthier lives overall. And it improves employee morale and productivity.

When optimally integrated, wellness programs and health care benefit plans complement one another and enhance the health and wellbeing promotion efforts for your employees.

## **Slide 7**

So why this? Why now?

In 2014, the Massachusetts Department of Public Health in partnership with the Worksite Wellness Council of Massachusetts administered a random survey of over 10,000 worksites in the Commonwealth. The goal of the survey was to assess policies, practices, and programs that promote and protect employee health and wellbeing within their organizations. About 600 businesses responded, and several themes were pulled from those responses.

Among them, worksites reported being very interested in worksite wellness programs, but said they didn't have the in-house capability to design and implement a program. Worksites also reported wanting support from experts and help leveraging resources from their community

The Massachusetts Department of Public Health, Health Resources in Action and Advancing Wellness used this information to design Working on Wellness.

## **Slide 8**

The goals of Working on Wellness are to help Massachusetts employers successfully implement comprehensive, evidence-based worksite health initiatives that create a supportive work environment that enables employees to engage in healthy behaviors.

And, importantly, the other goal for this program is to provide the requisite knowledge, skills, strategies, and/or resources to adopt sustainable policies and practices that promote and protect the health of employees.

We want organizations to gain the internal capacity to address the complex and changing health and wellness needs of its employees in the years to come.

## **Slide 9**

The Working on Wellness Program Development Cycle has six steps: Buy-In, Assessment, Planning, Community Partnerships, Implementation and Evaluation. Central to the process, is the connectivity between employees, their employer and the broader community in which they live and work. Through this process, we are partnering together for a healthy workforce.

## **Slide 10**

Support and buy in from all levels of the organization, including senior leaders, managers and employees, is essential for a successful worksite wellness initiative. Wellness initiatives have more impact when they have widespread buy in.

Working on Wellness provides online training and tools to secure organizational commitment. Through Working on Wellness, you will gain the skills to:

- Secure and maintain leadership support
- Establish program infrastructure 

## **Slide 11**

The assessment step helps your organizations identify where to focus your worksite wellness initiative. The data collected identifies employee wellness interests, existing policies, programs, and resources, as well as opportunities for improvement. An organization uses this information to develop their Worksite Wellness Action Plan.

Working on Wellness provides participants with tools and resources to assess the wellness interests of employees, understand the most prevalent health issues that might affect employees, and evaluate the health environment and culture of your workplace.

You will gain the skills to:

- Assess employee wellness interests
- Identify the most prevalent health issues that might affect your employees
- Assess the worksite programs, policies, benefits and practices that support employee health, safety and well-being

### **Slide 12**

The planning process is designed to help you take data gathered during the assessment phase to create an initiative that meets your organization's needs.

Working on Wellness provides training and tools to help you gain the skills to complete a Worksite Wellness Action Plan including:

- Goals and objectives
- Implementation strategies
- Evaluation plan

### **Slide 13**

There are often community resources that support employees in staying healthy outside the workplace. Partnerships with local companies, community leaders, and local experts, can offer a variety of expertise and guidance for a worksite wellness initiative. There are also opportunities to build on existing partnerships such as those with a health insurance provider and employee assistance program.

Working on Wellness provides the training and tools to help you find local resources, foster working partnerships and enhance existing relationships.

You will gain the skills to:

- Identify and link to local community resources and services
- Build on existing relationships in your community
- Use the Working on Wellness Healthy Workplaces Toolbox

### **Slide 14**

Organizations can create a healthier workplace culture by implementing programs and policies that encourage healthy lifestyles. Workplace wellness activities will vary by organization.

Working on Wellness helps organizations create and carry out programs, change workplace policies, and/or change the physical environment to support positive behaviors.

You will gain the skills to:

- Address top employee wellness interests and prevalent health issues
- Create a supportive environment
- Build employee participation
- Link the wellness initiative to existing services

### **Slide 15**

Evaluation ensures that the wellness initiative is effective, successful, and worthwhile for employees and the organization.

Evaluation allows organizations to look at its planned goals and objectives to determine whether they were met and to identify areas for improvement.

Working on Wellness helps organizations create a plan to evaluate their initiative that will help keep their program growing and sustainable.

You will gain the skills to:

- Plan program evaluation
- Measure program impact
- Report evaluation results
- Define areas of improvement to sustain the program

### **Slide 16**

Worksite wellness initiatives consist of three broad categories of interventions, all of which are important and help to reach employees in a variety of ways. All types of interventions are created to address specific health risks and interests of employees.

#### **1. Awareness & Education programs**

Awareness and education programs provide information to employees to raise awareness of health topics. An example of an Awareness & Education program is hosting a healthy eating or stress management workshop at the worksite. These are generally 1-off opportunities.

#### **2. Behavior Change initiatives**

Behavior change initiatives focus on skill development and activities to enable employees to consider their health behaviors, address any barriers to change behaviors, and finally to change behaviors to reduce their health risk and vulnerability. An example of a Behavior Change Initiative is providing a weight management program such as Weight Watchers or starting a walking program. These may happen over the course of a few weeks or months, but aren't generally long-term investments.

#### **3. Environmental & Policy Supports**

Worksite policies and environmental supports are organizational policies, norms and physical factors that support a healthy work culture and foster healthy choices. Examples of Environmental & Policy Supports are providing staff with on-site kitchens and eating areas; allowing time during the workday for staff to exercise; offering healthy food options in vending

machines or lunchroom or offering a flexible work schedule to accommodate employees' obligations outside of work. These are systems-level changes that can have a broad impact and may be more likely to be sustained over a long period of time.

### **Slide 17**

In order to support the learning process, we have created several case studies. Organizations of varying sizes, different workplace characteristics, diverse industries and wide-ranging budgets will help demonstrate the key processes involved in planning a worksite wellness program. Some of the data you collect for your organization during the Assessment step may bear a resemblance to these examples, as they are based on characteristics of the general population of Massachusetts. Throughout your learning process, we will show you information from one of these case studies, XYZ Inc.

Download from the Resources tab Case Study Overviews and become familiar with them. Make special note of XYZ Inc. as this will be the case study we reference throughout the program.

### **Slide 18**

Working on Wellness is a training curriculum accessible through this online learning portal. This curriculum will reflect the elements of the Working on Wellness Program Development Cycle. In addition to the online learning portal, you will also find articles, tools, case studies and the Healthy Workplaces Toolbox.

As was previously mentioned, Working on Wellness encourages employers to link to community resources that will support respective worksite wellness programs.

Through the learning portal you will also be given tools to collect data on your employee population and the worksite environment. You will learn how to monitor and evaluate your efforts over time.

### **Slide 19**

In this module you learned to:

- Describe the purpose of the Working on Wellness program
- List the steps in the Working on Wellness Program Development Cycle
- Define three approaches to promoting workplace wellness
- List the steps and resources that will be provided through the Working on Wellness program

Following this module, download the key takeaways and action item checklist document from the Resources Tab in the top right hand corner. In addition, references for this module can also be found in the Resources Tab.

### **Slide 20**

Congratulations! You've completed the first module in the Introduction and Overview. To continue to the next module, click "Mark Complete" below.