



Development Cycle Step: Assessment
Module 1: Assessing interests and the worksite environment
Key Takeaways and Action Checklist

Key Takeaways

In this module you learned:

- 1. What assessment is and why it is a necessary step in the Worksite Wellness Development Cycle.**
A process of gathering information about the factors that support and or/hinder the health of employees and identifying potential opportunities to improve or address them.
- 2. The reasons why an organization should assess employee wellness interests, identify prevalent population health risks, and gather information on the worksite environment.**
Effective wellness initiatives influence the health of the workforce by addressing both the wellness interests and common health risks of the employees. This is done by gathering data from employees and analyzing the worksite environment. The data collected identifies existing policies, programs, resources, as well as opportunities for improvement. This information is used to develop the wellness initiative strategic plan.
- 3. The key components of the Employee Wellness Interest Survey, state health data and the Centers for Disease Control and Prevention (CDC) Worksite Health ScoreCard.**
The Wellness Interest Survey will uncover the wellness interests of your employees including health interests, readiness to change and participation data. State health data will provide health risks prevalent in Massachusetts such as the percentage of adults who are obese or have high blood pressure. The CDC Health ScoreCard will assess programs, policies, benefits and practices related to 16 health categories including nutrition, physical activity, stress management and others.
- 5. How the Assessment Step links to the planning process.**
The data that you collect from the Interest Survey and state and county health statistics will provide you with a view of the health preferences, interests and priorities of your employee population, and prevalent health issues among adults in Massachusetts. The CDC Worksite Health ScoreCard will provide you with a

comprehensive understanding of your wellness culture and the factors at the worksite that influence health. This step is a major part of effectively planning your **wellness initiative and will be used to prioritize what you will be focusing on in the planning step.**

Action Items Checklist

- ☐ 1. **Review instructions for administering the Employee Wellness Interest Survey and CDC Worksite Health ScoreCard**
Meet with your Wellness Sponsor and Committee to review the logistics and steps for administering the surveys. This is found in the Employee Wellness Interest Employer Instructions and CDC Worksite Health ScoreCard Manual documents located in the Resources Tab of the Assessment module.
- ☐ 2. **Launch your Employee Wellness Interest Survey**
- ☐ 3. **Complete the CDC Worksite Health ScoreCard**
- ☐ 4. **Review State Health Risk Data**