



Development Cycle Step: Evaluation
Module 1: Program Sustainability
Key Take Aways and Action Checklist

Key Take Aways

In this module you learned:

- 1. The role of quality improvement in making the wellness initiative better**
In this module you learned how embedding a quality improvement process adds sustainability to a new worksite wellness initiative and infrastructure. This process helps to make changes to the wellness initiative and the Worksite Wellness Action Plan by learning from the experiences and making continuous improvements.
- 2. The importance of integrating evaluation into the framework of your planning efforts to ensure that essential modifications and upgrades are made**
- 3. The implication of assessing the value of your wellness efforts**
In this module you learned the rationale for framing the potential value of your worksite wellness initiative in terms of a healthy, productive, resilient and vital workforce
- 4. How to document an evaluation plan for initiative sustainability**
In this module you learned how to document an evaluation plan to demonstrate the value of your initiative and the contribution it's making to your organization. This plan will be used to measure change, secure wellness budget, and establish efficiency, effectiveness and accountability for your worksite wellness efforts.

Action Items Checklist

- ☐ **1. Determine how the results from the evaluation report will be communicated and to whom**
Meet with your Wellness Committee to determine key stakeholders to share the results of your wellness program with and the format that should be used.



2. Complete a Worksite Wellness Evaluation Report

Meet with your Wellness Committee to gather key process evaluation data. Using the Worksite Wellness Evaluation Report. Keep in mind that at this point in your initiative, your evaluation report will focus on process measures to look at the development and implementation of the initiative. Eventually you will want to capture changes in behavior, health risks, productivity and other outcomes. Once you have repeated the Employee Wellness Interest Survey, reviewed updated state health data and repeated the CDC Worksite Health ScoreCard, you will be able to measure those changes.