



# Health UP Worksite Wellness Tool Kit

Health UP is a community based health and well-being initiative for Forest Lake Area residents and businesses. Funding for Health UP is provided in part by the Fairview Foundation.

## Health UP focuses on increasing opportunities for residents to improve their health in four areas:

**Eat** Healthy eating is about moderation and good choices! Healthy eating can help you feel better, have more energy and reduce your risk for cancer or other diseases.

**Move** Increase your physical activity by building it into your daily routine. Taking a walk, gardening, playing with kids can have big benefits.

**Play** Reading a good book, hanging out with friends, playing a game of pick-up basketball or watching a funny movie can bring joy and better mental health.

**Connect** Studies suggest there is a strong link between social supports and good health. Creating meaningful relationships with others and sharing skills with the community can improve well-being.

One goal of Health UP is to provide steps for employers to begin or enhance their employee wellness program. Health UP will provide resources to help Forest Lake Area employers implement changes in policy and work environment or culture. The goal of these changes would be to improve employee health and well-being as well as positively impact the company's bottom line.

## Living Healthy Works!

Healthy individuals mean healthy organizations. Building a culture of wellness can help your company reap the benefits including:

- Improving employee morale
- Reducing absenteeism
- Decreasing health care costs due to illness or injury
- Retaining key staff
- Increasing productivity
- Enhancing return on investment through potentially reducing insurance premiums
- Being recognized as an employer who cares

Businesses with employee health and wellness programs show:

- 27% reduction in sick leave absenteeism on average
- 26 % reduction in health care costs
- 32% reduction in workers' compensation and disability management cost claims. (Published in American Journal of Health Promotion)

# Steps to initiating a wellness program:

## 1. Form a leadership team to coordinate the program.

This team will monitor needs, activities, progress and reassessments being performed throughout the year. You may want to conduct a health culture inventory for your workplace:  
Visit [www.welcoa.org](http://www.welcoa.org) and click on “Free Resources”

## 2. Perform employee health assessment.

Contact your health insurance provider to identify what resources they can offer to you. Providers often have resources for health assessments and discounts.

Identify options for online or onsite health assessments and encourage all employees to complete one. Then review results. Sample online health assessment tool:

<http://mayoclinichealthsystem.org/locations/albert-lea/online-services/health-assessment-tool>

Additional resources are available upon request.

## 3. Perform employee needs/interests survey.

Survey employees to determine what will help them to live healthier lives. Employees feel more empowered to change and are more likely to participate when they can be part of the plan.

- Suggestions regarding designing your own survey

<http://www.cdc.gov/workplacehealthpromotion/assessment/surveys/>

- Sample surveys:

[https://www.hap.org/employers/worksites/pdfs/sample\\_employee\\_interest\\_survey.pdf](https://www.hap.org/employers/worksites/pdfs/sample_employee_interest_survey.pdf)

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- Additional resources are available upon request.

## 4. Identify areas of greatest need by analyzing results from any or all:

Online health assessment

Physical screening

Employee needs/interests survey

## 5. Implement change

Identify the top 3-5 needs/interests from the assessment, screening and survey and make a plan to implement them over the next 6-12 months.

Start with something small or simple that can easily result in success!

## 6. Build off your successes!

## 7. Re-assess online health assessments, physical screenings and employee survey regularly – every 6-12 months.

### Additional Resources:

- Living Healthy in Washington County: <http://www.livinghealthywc.org/index.html>
  - Health improvement initiatives for longer, healthier lives.
- Eat Well Work Well: <http://www.eatwellworkwell.org/>
  - Eat Well Work Well is a Minnesota coalition that strives to help employers make eating well at work the easiest choice for their employees.
- Wellness Council of America: <http://www.welcoa.org/>
  - WELCOA has become one of the most respected resources for workplace wellness in America.



## Some ideas to get you started:

### Nutrition

1. Make the Healthy Choice the Easy Choice.
2. Encourage healthy snacks or meals during meetings
3. Provide healthier lunch room or vending machine options
4. Label foods with red/green lights:  
Red = stop or only in moderation. Green = Go!
5. Hold potluck and recipe swap with healthy food choices
6. Offer a “fruit jar” vs candy jar



### Physical Activity

1. Create opportunities for physical activity during breaks
2. Organize moving or standing meetings
3. Implement fitness challenges such as walking/running or weight loss challenges

### Smoking Cessation

1. Provide resources and incentives for people to quit smoking
2. Utilize resources provided by Quit Plan. <https://www.quitplan.com/>

### Prevention

1. Offer health and wellness presentations on topics such as nutrition, exercise, injury prevention, or stress reduction
2. Offer an on-site flu shot clinic or provide incentives for employees to get an annual flu shot

### Utilize Employee Assistance program

1. Financial counseling
2. Goal setting
3. Substance abuse prevention and treatment
4. Mental health counseling

Working as a team on various challenges within the company can build a culture of teamwork and wellness. It can help make connections by incorporating fun, physical activity and healthier eating choices.

# Who's already onboard?

These businesses and organizations have already begun planning and implementation of a worksite wellness program!



# We're here to help!

Please contact us if you have questions or would like more information.

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