

# The City of Somewhere's Sample Wellness Program

## **"Awareness to Wellness"**

### **Mission:**

*To improve employee health through active participation*

### **Vision:**

*Employees engaging local community resources to expand, improve, or create a healthy lifestyle. The City of Somewhere alongside with its partners, Texas Municipal League (TML) and Deer Oaks Employee Assistance Program (EAP) are committed to providing employees the tools needed to achieve their healthy goals*

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Taking care of the health of you and your family is important to the City. The City is proud to continue to invest in the health of our employees by offering a wellness Program created to promote healthy lifestyle choices. Full-time and part-time employees, regardless of their physical condition level or exercise history, are eligible to participate. The City of Somewhere will strive to promote health awareness among its employees by offering the Awareness to Wellness! Program in an effort to lower the cost of healthcare premiums, to serve as role models for the community, and to ensure a better quality of life for all participants.

The City encourages notifying your health care provider before starting any type of fitness regime. Additionally, TML IEBP's professional health coaches are ready to assist you and are available to coach you through setting and achieving your health goals.

### **Overview**

There are four general determinants to good health: human biology, environmental stresses, lifestyle choices, and access to and appropriate utilization of quality healthcare services. Good health can be preserved and compromised or declining health can be improved through the appropriate application of wellness information, services and products.

Promoting the importance of a healthy lifestyle not only improves the quality of life for an individual, but also the productivity as an employee. Healthy employees require fewer days off and can dramatically change the costs of health insurance. Everywhere you look; there is advice and articles to read about what to do and not to do to be healthy. Our goal is to provide a resource for employees that are looking for sensible ways to incorporate a series of changes to improve overall health. Employees that are willing to be a part of the team effort are vital for success.

The objectives of this program are:

- ✓ **Improve the overall health, physical & mental wellness of the City of Somewhere's work force.**
- ✓ **Foster positive employee morale and relationships.**
- ✓ **Reduce health care costs for employees and the City of Somewhere.**

## 🕒 **Health & Wellness Calendar of Events**

- ✓ *Lunch & Learn / Brown Bag Lunches*  
Quarterly wellness informational programs that will be held during the fall, winter, and spring. Bring your own lunch while listening to a local medical professional about current wellness topics.
- ✓ *Annual Walk-A-Thon – Date To Be Determined*  
Incentives for participation (to be determined)
- ✓ *Biggest Loser Competition 2018*  
Incentive for participation (to be determined)
- ✓ *5K Run/Walk*  
Incentive for participation (to be determined)

*For more information, please go to:*

## 😊 **Membership Discounts**

- ✓ *Golds Gym*
- ✓ *Zoomba Dance Classes*

## ✍️ **Registration**

Anyone wishing to participate in the program must complete a registration form and submit to Human Resources. City employees who register for the Employee Wellness Program are eligible for the incentive program! There are several ways through the Incentive Program that employees can earn time off, gift certificates, prizes and participation points.

- ✓ ***Awareness to Wellness! Scorecard***- Special prizes will be given to employees once they achieve points. Prizes will include such things as Water Bottles, Pedometers, Gym Bags, MP3 players, etc.
- ✓ ***Wellness Employee of the Quarter***- The Wellness Committee will select a Wellness Employee of the Quarter. Winners will receive a ½ day off with pay. The soon-to-be coveted award will be given to employees who: Demonstrate active participation and leadership/encouragement in the program. Experience significant personal success (examples include achieving weight loss goals, quitting smoking or improved physical condition).

## **☑ Awareness to Wellness! Scorecard**

People mistakenly believe that being healthy is only about exercise and diet, when there is much more. The Awareness to Wellness! Scorecard goes a step further and encourages employees to manage stress, improve sleep, drink water, schedule daily quiet times, and take care of themselves from a “whole person” perspective. Employees earn points when they participate and complete their scorecard. Points are self-reported and earned on participation NOT outcome. Participation points must be submitted quarterly.

A significant part of the Awareness to Wellness! scorecard is to increase awareness and participation in the preventive benefits offered through the City’s healthcare coverage.

***Partial Sample of the Awareness to Wellness! Scorecard***

Activity	Brisk Walk or Jog or Biking (continuous)	Recreational Sports (continuous)	Liquid Consumption	Vegetable Consumption	Fruit Consumption	Sleep (continuous)	Flossing	Limit 1.5 hrs TV/Non-Work Computer	Personal Quality Time (Reading/Meditation)
Minimum Duration/Number	1 mile	60 minutes	48 ozs water/day & <2 caffeine drinks/day	4 servings per day	2 servings per day	7 hours nightly	1 times/day	Daily	30 minutes
Max Points	2	2	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Per Activity	per mile	per 60 mins	per 48 ozs water & < 2 caffeine drinks	per 4 servings	per 2 servings	per 7 hours	per 1 time	per 1.5 hrs or less	per 30 mins
Per Day (Daily Points may	unlimited	unlimited	limited to .5	limited to .5	limited to .5	limited to .5	limited to .5	limited to .5	limited to 1.0

## **☎ Professional Health Coaches:**

Personal Health Coaches are available to all City of Somewhere Employees. Employees can reach a health coach directly by calling 1-888-818-2822 or by calling the number on their ID Card. The professional health coaches are aware of the importance of the doctor/patient relationship. Health coaching is not a replacement or substitution for your provider’s care, it is an addition to your provider’s care.

The role of the Health Coach is:

- ✓ To assess health habits, and to assist employees in identifying and setting a health goal.
- ✓ To assess readiness to change and provide necessary information, guidance, and support move forward in meeting health goals.
- ✓ To help employees follow their physician's plan of care such as to taking medications correctly, keeping follow-up appointments as scheduled, and being comfortable with asking questions.
- ✓ To provide employees with educational materials.
- ✓ To assess health habits by completing the Health Power Assessment and/or the Wheel of Life , which are tools to assist employees in identifying and setting a health goal.

**👉 Ready to Get Started?**

- ✓ *Simply register for the program at Human Resources*
- ✓ *Contact a professional health coach*
- ✓ *Begin your activity and track your points using the online Awareness to Wellness! Scorecard*
- ✓ *Schedule your annual physical and complete an online Health Power Assessment to earn even more points!*
- ✓ *Get healthy, lose weight, improve your physical condition and most of all feel better!*

# **Awareness to Wellness! Program Registration**

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Specific Fitness Goals and Concerns

Short Term: \_\_\_\_\_

Long Term: \_\_\_\_\_

*By signing I acknowledge I am committing myself to participate in the City of Somewhere's Awareness to Wellness! Program and complete my scorecard with accuracy and honesty. By signing this I fully understand that falsification of information could be grounds for disciplinary action and/or grounds for termination.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_