

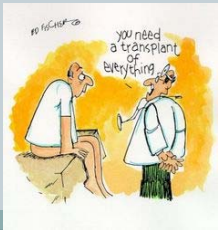
A Policy Approach to Support a Healthy Workplace

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Why workplace wellness?

- “It is easier to **maintain** good health than it is to **recover** it.”
—Antonia Novello, MD (Former US Surgeon General)



Why workplace wellness?

- The Wyoming Behavioral Risk Factor Surveillance System (BRFSS) estimated that 8.6% of adults in Wyoming, or about 40,000 adults, had been diagnosed with diabetes as of 2013.
- Controllable risk factors for diabetes include poor diet, physical inactivity, excess weight, and smoking.

Why workplace wellness?

- Cost of diseases: Wyoming Hospital Association discharge data, provided by the Wyoming Department of Health, indicates that some of Wyoming's most prevalent chronic diseases cost the state over a billion dollars annually
- Heart disease: Over \$400 million
- Diabetes: \$230 million
- Pulmonary disease: \$239 million

Why workplace wellness?

- Rates of diabetes prevalence in our larger counties
- Campbell: 6.5%
- Fremont: 9.1%
- Laramie County: 8.5%
- Natrona: 8.1%
- Sweetwater: 6.3%

**This data comes from adult respondents who report they were told by a doctor they have diabetes.*

Getting started

- Leadership can set an example for others – whether it is getting a physical or participating in wellness events, it is good for leadership to embrace a healthy lifestyle
- Studies show that leadership support can provide for long term success

Getting started

<https://youtu.be/gtrkEVRvqjs>


Engaging employees

- Tips to help in engaging employees:
- Promote workplace wellness throughout the organization/workplace – if everyone knows this is a priority, it will help inspire participation
- Participate in continuing education about wellness via webinars or conferences

Engage employees

<https://youtu.be/qXpCn-DUxTg>

Developing an "action" plan



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"This is a major project of utmost importance, but it has no budget, no guidelines, no support staff, and it's due in 15 minutes. At last, here's your chance to really impress everyone!"

Action plan

- Make your objectives SMART—Specific, Measurable, Achievable, Realistic and Time sensitive. For example: "By December 31, 2015, 75 percent of all vending machine options will be nutritious options."

Why a policy approach?

- We are looking at using this toolkit as a means to create "systems change"
- This is a change that impacts all elements, including social norms of an organization, institution, or system; may include a policy or environmental change strategy. Policies are the driving force behind systems change (CDC, 2010)

Multiple policy approaches

- Choosing the right strategies for your workplace is critical to your success
- Whether you focus on tobacco cessation, mental wellness, healthy eating, physical activity or other issues, you'll want to pick the topics that most affect your employees
- The next few slide will provide examples of those topic options

Alcohol & Drugs

- Important reasons to provide policies around alcohol & drugs:
- It saves lives and prevents injuries
- Helps employers identify workers with substance abuse issues and facilitate their treatment
- Reduces employer liability

Alcohol & Drugs

- Policy example: *Suitable for small businesses*

“(Employer) is committed to protecting the safety, health, and well-being of its employees and all people who come into contact with its workplace(s) and property, and/or use its projects and services. Recognizing that drug and alcohol abuse pose a direct and significant threat to this goal, (Employer) is committed to ensuring a substance-free working environment for all of its employees. (Employer) therefore strictly prohibits the illicit use, possession, sale, conveyance, distribution, or manufacture of illegal drugs, intoxicants, or controlled substances in any amount or in any manner. In addition, (Employer) strictly prohibits the abuse of alcohol or prescription drugs. Any violation of this policy will result in adverse employment action up to and including dismissal and referral for criminal prosecution.”

Tobacco

- Tobacco-free workplaces have been shown to reduce the negative impacts of first and secondhand tobacco smoke exposure, reduce chewing tobacco use rates, and decrease the prevalence of the deadly diseases to which they are linked
- The U.S. Centers for Disease Control and Prevention (CDC) puts a \$3,383 price tag on each employee who smokes: \$1,760 in lost productivity and \$1,623 in excess medical expenditures. Employers can cut those costs and improve employees' health and productivity by helping people quit tobacco.

Tobacco: Ideas to help employers & employees

- Develop and implement a tobacco-free workplace policy
- Post appropriate signage on buildings and the premises to inform workers and patrons about the tobacco-free policy
- Provide cessation medications through health insurance
- Provide counseling through a health plan-sponsored individual, group, or telephone counseling program
- Develop a policy supporting participation in tobacco cessation activities during work time (flex-time)
- Promote the free cessation services available through the Wyoming Quit Tobacco Program at (1-800-784-8669) or online at (<http://www.quitwyo.org>)

Tobacco

- Policy examples
 - OPTION 1 – COMPLETE TOBACCO-FREE POLICY
 "No use of tobacco products is permitted within the facilities or on the property of [EMPLOYER] at any time."
 - OPTION 2 – TOBACCO-FREE IN DESIGNATED OUTDOOR AREAS ONLY POLICY
 "No use of tobacco products will be allowed within the facilities of [EMPLOYER] at any time.
 Smoking or tobacco use shall be permitted only in designated smoking areas located at least 25 feet outside the building entrance, operable windows, and ventilation systems of enclosed areas to prevent tobacco smoke from entering those areas. All materials used for smoking in designated smoking areas, including cigarette butts and matches, will be extinguished and disposed of in appropriate containers.
 The [EMPLOYER] will help employees who want to quit smoking by helping them access recommended smoking cessation programs and materials. (Visit <http://www.quitwyo.org>)"

What about e-cigs?

- It is important to note that no e-cigarette, vaporizer, mod, or other electronic nicotine delivery system (ENDS) product has obtained approval from the U.S. Food and Drug Administration to be classified as a drug delivery system
- This means that none of these products have been proven to help people decrease or quit tobacco or nicotine use

What about e-cigs?

- Today we know that users of these products actually inhale and exhale chemicals including but not limited to: propylene glycol, aerosol, nicotine, chemical flavorings, and nanoparticles of metal
- Many businesses have chosen to extend their tobacco policies to products such as vaporizers & electronic cigarettes by simply expanding the definition of a tobacco product within their tobacco-free workplace policy

What about e-cigs?

- An example of these expanded definitions might read as follows:
- "Tobacco products" means any substance that contains tobacco leaf, is made or derived from tobacco, or uses any form of synthetic nicotine, including, but not limited to, mods, snus, snuff, shisha, cigars, cigarillos, cigarettes, e-liquids, pipe tobacco, chewing tobacco, vaporizers, electronic cigarettes, dissolvable tobacco products, or other electronic nicotine delivery systems (ENDS)
- "Electronic cigarette" means any product that employs any mechanical heating element, battery or electronic circuit, regardless of shape or size, that can be used to deliver doses of nicotine vapor or any other substance by means of heating a liquid, plant, wax, or other solution contained in a cartridge or alternate delivery system

Mental Health

- Many organizations have human resource policies in place that provide financial and referral support for mental health services
- Larger organizations may have employee assistance programs as part of their behavioral health services

Mental Health

- A mental health-friendly workplace makes good business sense. It benefits owners, managers, and employees in ways that affect the bottom line. Consider the following outcomes:
- **Higher productivity and motivation.** Employees feel valued and secure and work more effectively when employers demonstrate a commitment to their well-being.
- **Reduced absenteeism.** Workplace stress is a major cause of absenteeism. Helping employees manage their stress and overall mental health can boost productivity.
- **Health insurance cost containment.** Instituting health and wellness programs can help hold down health insurance rate hikes.

Mental Health

- What does a mental health friendly workplace look like?
- Includes health care that treats mental illnesses with the same urgency as physical illnesses
- Provides training for managers and front-line supervisors in mental health workplace issues, including identification of performance problems that may indicate worker distress and possible need for referral and evaluation

Suicide Prevention

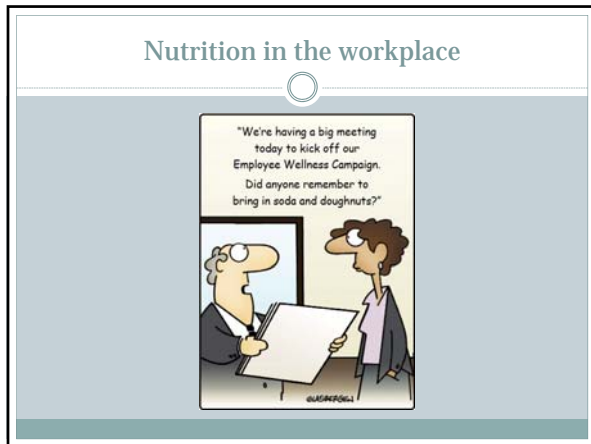
- In Wyoming suicide is the second leading cause of death for all people ages 10-44 and the sixth leading cause of death for all residents
- The rate of death by suicide among those between the ages of 35 and 64 increased by an alarming 28 percent between 1999 and 2010, and suicide is an issue that affects men at a disproportionate rate: four of every five suicides in the U.S. are by men
- Considering the above data it would be reasonable to conclude that suicide death negatively impacts the Wyoming workforce.

Suicide Prevention

- Early detection, assessment, and connection with treatment can have a significant impact on the lives of those who experience mental health issues
- There are a number of different types of trainings available
- Not only can this prevent mental health problems from worsening, but it can also improve worker productivity and decrease the cost of providing health insurance.

Suicide Prevention

- Screenings can serve as a comfortable, non-threatening way to gauge one's emotional health and can be used as a starting point for further services. Contact Workplace Response at workplace@mentalhealthscreening.org for more info.
- Local services can be accessed by going to: <http://pmowyo.org/wyoming-mental-health-substance-abuse-provider-list/>



Nutrition in the workplace

- Workplaces can help make the healthy choice the easy choice as much as possible
- For example, when there are nurses working 12 hour shifts where they are on their feet all day I think it's reasonable to say they might not be that interested in getting off work and heading to the gym
- If we can make healthy food readily available and cheaper than the junk, there is a better chance of having an impact

Nutrition in the workplace

- Have "healthy meeting" policies in place for parties, pot lucks, trainings, etc
- Provide storage for workers to bring their lunches, including dedicated space for kitchen equipment if possible
- Make drinkable water available at worksite
- Include vending machine policies: this might include procurement policy changes to provide more nutritious food and beverages in vending machines OR setting nutrition standards for vending foods and beverages

Nutrition in the workplace

- Sample vending machine policy:

Scope and Responsibility
“This policy covers all machines designed to dispense food and beverages located in any [name of employer] owned, leased or operated space or facility

This policy requires that food and beverages sold in all [insert employer name] vending machines meet specified nutrition standards”

Nutrition in the workplace

50% of beverages in each vending machine shall be:

- Water
- Non fat or 1% low fat milk
- 100% fruit/vegetable juice
- Fruit-based drinks containing at least 50% juice
- All other non-caloric beverages, including diet sodas
- Sports drinks less than or equal to 100 calories
- No greater than 12 ounces except for water, with a preference for juices in small size portions (6 ounces)

Physical activity

- Tips for the workplace include:
- Walking meetings
- Physical activity breaks during the day
- Flexible scheduling when allowed, so that employees can fit exercise into their daily routine
- Space for workout equipment

Physical activity

- Policies that may promote physical activity:
- Allowing employees to use paid time (not lunch or breaks) to be active during the workday
- Allowing employees to use flex time. This means starting earlier or later than the typical workday or permitting employees to work longer hours on some days to allow for additional time off later.

Physical activity

- Policies that may hinder physical activity:
- Requiring a strict dress code policy
- Mandating employees to be on-site at all times
- Scheduling mandatory meetings during the lunch hour

Physical activity

- Shift work: not all work is accomplished during a 9-5 shift
- Ideas for those who work multiple shifts include thinking about ways to use your buildings' resources to get employees moving, including tracking distances of hallways and encouraging stair usage
- Consider physical activity competitions that encourage employees to record activity performed outside of work, to ensure overnight employees can participate. If you offer fitness center memberships or discounts, look for 24-hour centers.

Physical activity

- Not all workplaces contain all employees
- Think about using multiple locations as a way to foster interest in physical activity through interoffice competitions
- Develop walking programs or physical activity challenges that individuals can do that allow them to record their results. If you have many staff who telecommute or work remotely, set aside a specific time of the day or week to encourage them to get away from their computers or phones and participate in different physical activities.
- Although they may not be physically together as they do their physical activities, it can create a sense of camaraderie in that they are all doing it at the same time

Physical activity

<https://youtu.be/jBOGT5HkSag>

Breastfeeding policy

- According to birth certificate data, 82.3% of Wyoming women initiated breastfeeding in 2012. In 2013, 55.6% of Wyoming women were still breastfeeding at 6 months after delivery (National Immunization Survey).
- One of the primary barriers to breastfeeding duration is returning to work

Breastfeeding policy

- Section 4207 of the Patient Protection and Affordable Care Act (ACA) revises the Fair Labor Standards Act (FLSA) by requiring employers to provide nursing mothers with:
 - 1) reasonable break time to express milk for one year after her child's birth each time such employee has need to express milk; and 2) a private space, other than a bathroom, that is shielded from view and free from intrusion of others, to express breast milk

Breastfeeding policy

- Supportive breastfeeding policies and practices in the workplace not only benefit the mother but also provide a number of benefits to the baby (future workforce), the mother, and the employer
- Supportive breastfeeding policies and practices can positively impact an employers bottom line as well

Breastfeeding policy

- Productivity: Breastfed babies tend to be sick less often which means their parents miss less work – resulting in better productivity for employers. In addition, health care costs are significantly lower for breastfed infants.
- A 2010 study found \$13 billion of direct pediatric health care costs and over 900 infant deaths would be saved annually if 90% of women breastfed according to medical recommendations.

Breastfeeding policy

- **Retain Employees:** Employees who feel supported in their decision to breastfeed report higher job satisfaction which results in less turnover of skilled employees and higher morale
- **Enhanced Recruitment:** Supportive breastfeeding programs serve as an attractive recruitment tool and help create a positive community image for the employer

Breastfeeding policy

- **Model policy example:**
Upon returning to work after the birth of a child and for one (1) year thereafter, employees who are breastfeeding their child(ren) are allowed reasonable time to express milk during working hours
The designated Lactation Accommodation Space is located (*provide location here*)

Breastfeeding policy

- **Employee role**
- **The employee shall be responsible for the following:**
- **Prior to returning to work, the employee must request and arrange with their supervisor appropriate and reasonable break times for expressing milk**

Breastfeeding policy

- Employees may be required to run their break time concurrent with their lactation accommodation break.
- Any time permitted typically will not exceed the normal time allowed for lunch and breaks.
 - If additional time is needed above and beyond normal breaks/meal time, the supervisor and employee will agree upon a plan which might include the employee using PTO, and/or arriving at work earlier or leaving later.

What is the measure of success?

- Knowing the risk factors affecting your workforce can help you identify the percentage of employees at high, medium and low health risks. The goal is to:
 - 1) Help high-risk employees (four or more risk factors) manage, maintain or improve their current health status.
 - 2) To help medium-risk employees (one to three risk factors) reduce current risks and keep them from moving to a high-risk category.
 - 3) To prevent low-risk employees (no more than one risk factor), from becoming high-risk employees.

A wellness culture?

<https://youtu.be/Ds-PEI-q8fs>

My questions for you!

- What can we add or subtract to make this toolkit more effective?
- Is the policy approach a helpful/useful one?
- What other feedback would you like to share?

Contact info

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