

STEPS TO BUILD A HEALTHY WORKPLACE

TIER 1

Low Cost/Low
Involvement
Steps

- Provide fruit and vegetable trays at work meetings instead of donuts or pastries.
- Subsidize healthy vending machine selections with higher cost on unhealthy choices
- Post nutrition information on vending machines
- Make bottled water easily available
- Work with your health insurance carrier and utilize any wellness programs they may already have available.
- Provide employees with membership discounts to local gyms

TIER 2

Medium
Cost/Medium
Involvement
Steps

- Hold weekly Weight Watchers at Work meetings
- Send employees a monthly wellness newsletter or health observance calendar with daily health tips
- Hold on-site aerobics or yoga classes
- Conduct monthly wellness challenges to encourage adoption of one new healthy habit each month
- Make healthy options plentiful in the employee cafeteria
- Work with local hospital systems to provide health education seminars
- Provide a smoking cessation program.
- Provide access to online health education resources.

TIER 3

Highest
Cost/Highest
Involvement
Steps

- Offer incentives to employees to take a Health Risk Assessment
- Provide disease management programs to address needs of employees with chronic conditions
- Hold an annual health fair with one-time biometric screenings
- Implement a comprehensive wellness program with a service partner who can provide annual screenings and personalized health coaching throughout the year
- Hire a full-time wellness coordinator
- Develop an on-site fitness facility
- Create an on-site medical clinic and / or pharmacy to encourage preventive care and control medical costs

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STEPS TO BUILD A HEALTHY WORKPLACE

1 TIER 1 - LOW COST/LOW INVOLVEMENT STEPS

- At work meetings, provide fruit and vegetable trays and whole-grain bagels instead of donuts and pastries.
- Make healthy selections in vending machines available at a reduced cost. Subsidize the difference by increasing the cost of unhealthy snack items.
- Make bottled drinking water easily available to employees at a reduced cost.
- Post nutrition information on vending machines.
- Contact your health insurance carrier to find out what wellness programs they already have in place. Many insurance companies already have wellness components that are available to their members at no additional charge. Services may include online Health Risk Assessments, tools and education materials, and telephonic counseling. Some now even offer access to discount programs for smoking cessation products and alternative therapies.
- Work with a local fitness center (preferably one with multiple locations for employee convenience) to provide membership discounts to employees.
- Provide inexpensive pedometers to employees to encourage them to get the 10,000 steps a day that are recommended to provide sufficient exercise.

2 TIER 2 - MEDIUM COST/MEDIUM INVOLVEMENT STEPS

- Conduct bi-weekly workshops or lunch & learns on healthy living or disease management topics.
- Send employees a monthly wellness newsletter or health observance calendar with daily health tips. National Health Observance dates can be used in creating a monthly calendar with useful tips for your employees.
- Hold weekly Weight Watchers at Work meetings at your office.
- Hold on-site fitness classes that require no or little equipment, such as aerobics or yoga. One company rearranged tables in their cafeteria and held classes in there after hours, allowing spouses to participate as well.
- Conduct a monthly wellness challenge, emphasizing one improvement that employees can make in their health for that month. For example, encourage employees to drink more water for 30 days by providing free bottled water that month.
- If you have an employee cafeteria, make healthy choices plentiful and offer them at a lower costs.
- Contact local hospital systems to find out what health education seminars they offer. Many can offer these at a worksite for a fee.
- Provide smoking cessation programs. This can include behavioral training and discounted smoking cessation products. Many local hospitals and comprehensive wellness program vendors have these programs available.
- Provide access to online health education resources. These are available often at a minimal monthly cost. Services may also include ability to email a health professional with specific questions.

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3 TIER 3 - HIGHEST COST/HIGHEST INVOLVEMENT STEPS

- Encourage employees to take an online Health Risk Assessment (HRA). These may be a free service from your medical insurance provider, or are a component of many wellness programs that are available for purchase. Provide employees with an incentive to participate, such as a reduction in their medical insurance premium or a one-time cash incentive.
- Based on the needs of your workforce, provide disease management programs to address the needs those employees who drive the most costs. Common disease management programs include management of diabetes, asthma, high blood pressure, cardiovascular disease, and some cancers. Check with your health insurance carrier first to see what programs they may offer at no additional cost.
- Conduct one-time biometric screenings for employees (such as at a health fair). Screenings can include blood pressure, cholesterol (including HDL and LDL breakdown), blood glucose, heart rate, and body composition testing. These screenings can be conducted in conjunction with the completion of a health risk questionnaire for. Wellness counselors should be available to discuss the results with each employee.
- Take the biometric screenings a step further by implementing a comprehensive wellness program. Instead of one-time screenings, the initial screening should serve as a starting point for each employee. Comprehensive wellness program vendors can provide individualized health coaching throughout the year, helping employees make changes in their lives based on their specific needs. Screenings can be held each year to help employees monitor their progress.
- Hire a full-time wellness coordinator to plan wellness events and help employees in their daily wellness efforts.
- Provide an on-site fitness facility. Based on their size and budget, some companies have done this with just a few basic machines, while others have built full-size state-of-the-art facilities.
- Some larger companies have on-site medical clinics and pharmacies. This can be an effective way for these companies to manage their health costs and encourage preventive care and compliance among employees due to the convenient access to care..

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