

Seven Steps to Workplace Wellness



COMMITMENT

Get buy in from management.
Communicate with everyone.



COMMITTEE ESTABLISHMENT

Invite people from all levels and with different skills to be on the wellness committee.



NEEDS ASSESSMENT

Create or customize a needs assessment for your workplace that will help you find out what staff want.
Have everyone complete the needs assessment



WORKPLACE WELLNESS PROFILE

Review the results of the needs assessment to create a workplace profile.



WELLNESS PLAN

Together decide what you will work on from the assessment.

Make a wellness plan.



ACTION PLAN

Create a plan of how you are going to roll out the wellness plan.

Communicate this with staff.
Launch wellness plan.



EVALUATE

Evaluate or get feedback on how the wellness plan is working.

Look at what worked and what didn't.
Use the feedback to revise the plan.
Share the new information with the staff.
Keep up the good work!!!

