

November 29, 2012

WORKPLACE HEALTH MAKES CENTS **...tools for health promotion in** **the workplace**

The workplace can impact our health – either positively or negatively. Supports in the workplace that encourage employees to practice healthy lifestyle behaviours can result in healthier, happier, and more productive employees.

Eight small Chatham-Kent businesses (100 or less employees) are being offered \$250.00 seed funding, to assist employers in providing supports to create a healthy work environment. This opportunity is also extended to local not-for-profit organizations.

What is unique about this initiative is **all** applications must include a **tobacco** initiative. This could be No Smoking within 9m of your entrances or your own Quit Smoking Contest. You decide what works for your workplace.

Please complete this brief funding application and return it to the address listed in the top right hand corner by December 20, 2012. Your application will be reviewed by members of the Workplace Health Team. The Chatham-Kent Public Health Unit will contact you to offer an on-site consultation at a time convenient to you.

Sincerely,

Michelle Bogaert

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Workplace Wellness Coordinator

SEED FUNDING APPLICATION

Organization Name: _____

Primary Contact Person: _____ Title: _____

Address: _____

Phone: _____

Email: _____

Website: _____

1. Briefly describe your organization/business:

2. How many employees do you have? _____

3. Do you currently have any type of workplace health programming in place? **Yes**
No ___

If yes, briefly describe:

4. Briefly describe, in 150 words or less, how your organization plans to use this \$250.00, seed funding to support a healthy work environment. Feel free to select an idea from the attached Suggestions to Support a Healthy Workplace list, or create your own idea. Note: Your healthy workplace plans will be shared with local organizations and you will receive public recognition through local media channels.

WORKPLACE **HEALTH** MAKES CENTS

...tools for health promotion in the workplace

Suggestions to Support a Healthy Workplace

Help your employees make healthy choices more often. Here is a list of ideas to get you started in creating a healthy workplace environment.

Discourage Tobacco Use and Exposure in the Workplace

- Discourage smoking outside of building entrances by creating a no smoking zone 9m from all entrances
- Offer an on-site stop smoking program
- Host your own quit smoking contest
- Create a lending library - purchase self-help books to share eg. stress management CD's

Encourage Healthy Eating in the Workplace

- Purchase kitchen items to increase access to healthy choices eg. microwave, toaster, small refrigerator
- Offer healthy food choices in your vending machine/snack boxes and consider decreasing the costs of healthy choices.
- Offer healthy food choices at meetings, workplace events,
- Provide a picnic table to enjoy healthy meals outdoors
- Purchase and circulate magazines eg. Nutrition Action, Weight Watchers
- Participate in activities to promote Nutrition Month (March)
- Initiate a healthy snack recipe exchange

Encourage Active Living in the Workplace

- Encourage walking breaks in place of sitting/coffee breaks
- Display 'Stretching' posters at the photocopying machine, staff room, etc.
- Become a bicycle-friendly workplace - Install a bicycle rack in a safe, well-lit area, promote bike to work week
- Provide fitness equipment to share eg. handheld dumbbells, resistance bands, skipping ropes, instructional CD's
- Make stairways accessible and attractive to encourage regular use
www.phac-aspc.gc.ca/sth-evs/english/index-eng.php
- Provide step-counters to share within your organization.
- Subsidize employee fitness assessments

- Offer flexible work arrangements to encourage participation in physical activity.
- Offer space for exercising during work breaks
- Offer ergonomic assessments of workstations
- Encourage workplace challenge www.healthyworkplacemonth.ca
- Install signage to indicate “Healthy Parking Area” – (furthest spaces from the building entrance)
- Hire a certified personal trainer to provide instruction for an 'at-home exercise program'. Ask for accompanying progress charts.

Help Manage Workplace Stress

- Encourage employees to take regularly scheduled breaks
- Implement an employee recognition program (formal or informal)
- Provide a list of social services available in Chatham-Kent
- Create a lending library of self-help books, relaxation CD's
- Offer employees an opportunity for 'personal growth' by providing information sessions on financial fitness, goal-setting, time management, relaxation,
- Distribute wellness newsletter (monthly electronic copies of Body Bulletin available at no cost)
- Offer flexible work hours
- Offer opportunity to exchange overtime hours for time off
- Engage employees by listening – offer lifestyle assessments, suggestion box, health screening
- Set clear expectations around tobacco use, seatbelt use, cell phone use, alcohol and other drugs, disaster and emergency measures, etc.
- Identify a workplace safety issue to improve upon. Contact your Health & Safety Association Rep. for assistance.

General Wellness

- Develop a 'Wellness Corner' or bulletin board and post upcoming community events eg. flu clinics, car-seat clinics, supermarket tours, community fitness challenges, etc.
- Offer fun workshops eg. birdhouse building, scrapbooking, pumpkin carving

Get more ideas from the “Guide to Health Promotion in the Workplace”
www.chatham-kent.ca/health