



Project Toolkit



WORKSITE WELLNESS

Taking Wellness to Work in North Dakota

Greetings,

You've chosen the perfect time to begin a worksite wellness program. It's estimated that modifiable lifestyle choices cost North Dakotans more than \$550 million annually in medical expenditures. Add in costs to your organization, like lost productivity and health insurance increases, and the numbers are even more staggering.



www.NDworksitewellness.org

Small businesses are the heart of the North Dakota workforce. According to the U.S. Department of Health and Human Services, in a typical worksite of 25 North Dakota employees you will find:

- 16 are overweight or obese
- 13 have two or more risk factors for heart disease
- 7 have high cholesterol
- 6 binge-drink
- 5 smoke
- 4 have high blood pressure
- 4 get no leisure-time physical activity
- 3 have had a heart attack or stroke *or* have been diagnosed with heart disease
- 1 has diabetes

Our state's future workforce could follow a similar pattern based on statistics from several youth health surveys.

If the statistics above are troubling, don't dismay, there is good news. Many of these conditions are preventable with lifestyle changes. And since employees spend so many waking hours at work, employers are in an ideal position to influence healthful decisions through a worksite wellness program. Studies show doing so can:

- Decrease absenteeism, employee turnover and health care costs
- Improve productivity
- Help employees better manage their time and stress
- Assist in employee recruitment and retention
- Bolster employees' morale and commitment to the company by showing management cares about their well-being
- Help enhance your company's image and make you an employer of choice



On the following pages, you will learn how to plan, develop, implement and evaluate a worksite wellness program. We've also included information on topics of concern in North Dakota: physical activity, nutrition, alcohol, tobacco, mental wellness and a few other topics that may pertain to your employees.



This toolkit is sponsored by organizations that have a firm commitment to worksite wellness: Dakota Medical Foundation, Blue Cross Blue Shield of North Dakota and the Healthy North Dakota Initiative. Its purpose is to give you tools to implement an organization-altering worksite wellness program. We welcome your comments as this toolkit evolves.

Noridian Mutual Insurance Company



Stay well,

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For an electronic version of the toolkit and other worksite wellness resources, go to www.NDworksitewellness.org.



Health experts across the state endorse the Taking Wellness to Work Toolkit

Dakota Medical Foundation is a proud sponsor of the Taking Wellness to Work Toolkit. We are confident that the toolkit will provide North Dakota employers with the resources needed to ensure a healthy and productive workforce!

J. Patrick Traynor, J.D.
President
Dakota Medical Foundation

As a Worksite Wellness consultant, I have searched the Internet for a Worksite Wellness toolkit. It is empowering to have a toolkit that focuses on the needs and wants of North Dakotans. The Healthy North Dakota Worksite Wellness toolkit can reduce the research time needed to find the proper tools and local contacts needed to provide an outstanding Worksite Wellness program—no matter the size of business. This toolkit brings simplicity to the complicated and always changing Worksite Wellness culture, making it easier to create and implement a successful program.

Marissa Parmer
Worksite Wellness Specialist
*North Dakota Public Employees Retirement System/
Blue Cross Blue Shield of North Dakota*

The Taking Wellness to Work Toolkit is an excellent resource to help employers improve their employees' health and to lower health care costs. The toolkit provides opportunities for employees to take more personal responsibility for their health and become more engaged in their health. We hope you take advantage of this resource and take the steps to create a culture of wellness at your worksite.

Paul von Ebers
President and CEO
Blue Cross Blue Shield of North Dakota

North Dakota is a wonderful place to live and work. Studies show that healthy workers are more productive workers. By providing a workplace that supports healthy lifestyles, you can help North Dakota create a culture of wellness. Together, let's build a Healthy North Dakota!

Terry Dwelle, M.D., M.P.H.T.M.
State Health Officer
North Dakota Department of Health

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Overview

Worksite wellness is all about promoting healthy lifestyles to employees and their families through education and activities. Here are seven steps to a successful program developed by the Wellness Council of America (WELCOA), a national leader in worksite health promotion. Each step is essential in building a sustainable program.

- 1 Get management support** This step is critical to the success of your program. Getting management actively involved in the program will help to model healthy behavior to all employees. You're on your way to creating a culture of wellness.

- 2 Create a team** To create a culture of wellness, you will need help from throughout the organization. Gather a diverse group of employees to become your wellness "champions," including those appointed by management. Having a team will show your organization's commitment to wellness. Let the creativity flow.

- 3 Collect data** This is crucial. It will help you justify a program, evaluate changes in productivity and health status, determine what employees want from the worksite wellness program and monitor wellness participation. If you do it right, it helps ensure the sustainability of your wellness program.

- 4 Create an operating plan** The operating plan is the foundation of the program. Be sure to address timelines, budgets, work assignments, marketing, evaluation and the overall mission of the program. Clearly stated and measurable goals will keep your program on track.

- 5 Choose interventions** It's important to build a program around your specific circumstances, your employees, type of business, employee demographics and interests, and worksite wellness budget. Intervention programs could include weight management, smoking cessation programs, blood pressure screenings and more. Steps 3 and 4 will help you determine which interventions are relevant.

- 6 Create a supportive environment** Creating a culture of wellness may involve reviewing policies, employee benefits, food offerings and safety procedures. Allowing flexible schedules for employees to exercise at work is one way to provide a supportive environment.

- 7 Evaluate** After you've implemented your wellness program, it's time to check participation, satisfaction levels, behavior changes, biometric changes, productivity and return on investment. A well-documented evaluation can help you identify areas for improvement or justify a budget increase. You'll find sample tools and evaluations in this section.

Step 1: Get top management support

Get your program off to a good start by helping management realize the benefits of worksite wellness and asking them to vocalize their support. An owner or manager should also be appointed to serve on the wellness team alongside other employees so there's ownership at every level of the organization.

Top management support:

- Helps you obtain resources you need for the worksite wellness program.
- Helps communicate the importance of worksite wellness.
- Sets an example. Your top manager doesn't need to run a marathon, but he or she should embrace a healthful lifestyle by completing an annual health risk assessment, receiving an annual physical, participating in wellness events offered by the company and taking part in community wellness events.

Why it's important

Support from the top tells employees that worksite wellness is a priority at your organization.

Studies show your program has a better opportunity to contain costs and improve employees' health with the support of your top management.

Additional Resources

Management survey: A quick tool to gauge management support
www.welcoa.org/freeresources/pdf/ceo_leadership_survey.pdf

Examine strategies for gaining leadership support and case studies
www.welcoa.org/freeresources/pdf/new_way_thinking.pdf

Worksite wellness programs from the CEO point of view. Under Worksite Health, go to Leading by Example.
www.prevent.org/Publications-and-Resources.aspx

A sample letter of owner/CEO support
www.ndworksitewellness.org/get-started-management-support.htm



Step 2: Create a team

Form a strong worksite wellness team and keep team involvement fresh and fun. Make it official by creating a team name, motto and logo. Consider having an annual team retreat or team in-service. You can add to members already delegated by your management, and continue to bring new members onto the team as well as consider term limits.

These tips from WELCOA will ensure a successful team:

- Have worksite wellness written into team members' job descriptions. This will ensure worksite wellness is a defined duty in their workload.
- Promote the wellness team throughout the organization. Doing so helps employees see worksite wellness is a priority and that the team is there to help them with their wellness goals. It also inspires participation and team involvement.
- Develop a team with strong leadership. Your team will need vision, energy, altruism, a spirit of inclusiveness and a genuine desire to help others. Your team leader should be someone who can create agendas, handle conflict, set priorities, motivate others, meet goals and deadlines and communicate throughout the organization.
- Add diversity to your team. Try to include representation from all different functional areas, experience levels, ages and fitness levels. A larger organization could have a team of 14-20 people. A small organization may do well with four to seven people.
- Meet regularly. Face-to-face meetings once or twice a month are best.
- Distribute agendas *before* the meeting to keep members informed and meetings on task.
- Assign someone to take minutes and distribute them.
- Communicate often. Educate the organization on your priorities and let others know how to get involved; it helps employees embrace the wellness program.
- Participate in continuing education about wellness.

Why it's important

Helps employees see worksite wellness is a company priority.

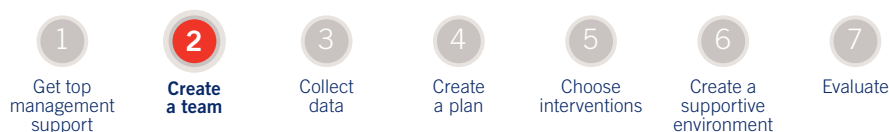
Gives a broad range of talents and views.

Additional Resources

Tips and ideas to create a high functioning worksite wellness team
www.welcoa.org/freeresources/pdf/aateams.pdf

Sample wellness team work plan
www.welcoa.org/freeresources/pdf/fujitsu_teamoverview.pdf

Training and events
www.welcoa.org
www.NDworksitewellness.org



Step 3: Collect data

You will be tempted to skip this step. Don't. This is the step that helps your program address specific needs in your organization. Collect information about employees' health status, their perceived needs and the culture of your worksite.

As the old adage goes, you can't change what you can't measure. Once you have a snapshot of the current state of your company's health, you'll have a springboard from which you can build an impactful, sustainable wellness program.

Gather data about health status

Health risk assessment

A health risk assessment (HRA) gives you specifics on what health issues employees face. HRAs may require a small investment from your company, but they provide useful information to help:

- Identify risk factors for individuals and group reporting.
- Provide personalized feedback.
- Connect employees with at least one strategy to promote health, sustain function, and/or prevent disease.
- Help measure risk factors and biometric changes annually.

Two ways to administer an HRA

Free assessment tools are available on sites like NDwellnesscenter.com. Employees take the assessment independently, review their results and report results back to you. Consequently, you are dependent on employees to share their results with you. More often than not, employees are reluctant to share personal health information but are willing to be included anonymously in a group report.

Group assessments should be purchased from a reputable HRA vendor and you'll want to reassure employees their responses are anonymous and individual health information is not being viewed by anyone else in the company.

Because of privacy and confidentiality concerns, aggregate group reporting is only available for employers with 50 employees or more. Talk to your HRA vendor about group reporting for your company.

Why it's important

Helps you build a program that meets real needs.

Gives you a starting point from which you can document progress.

Helps inform management.

Keeps your team accountable and your program transparent.

Helps you tailor your program over time.

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Health screening

Many local partners (public health units or clinics/hospitals) can assist you with health screenings. Typical health screenings cost from \$30 to \$50 per employee. They provide medical numbers everyone should know, such as cholesterol levels, blood pressure, blood glucose and body composition. For a list of providers, go to www.NDworksitewellness.org/get-started-collect-data.htm.

Medical claims analysis

If your company is large enough, you may be able to request medical claims analysis from your health insurance carrier.

Although this data may be more difficult to obtain, it includes great information on health care claims, workers' compensation, disability claims and pharmaceutical costs. Confidentiality is paramount when using this data, and data should only be reported in aggregate form.

Contact your health insurance provider to see what reports are available for your organization. Keep in mind that health care data can only tell what conditions are being treated—not why those conditions exist.

Use 'typical North Dakota company' data

If your business is not large enough to obtain health data due to confidentiality, you can use data that is representative of a typical company. The U.S. Department of Health and Human Services says that in a typical North Dakota company with 25 employees:

- 16 are overweight or obese
- 13 have two or more risk factors for developing heart disease
- 12 are age 50+ and never had a colonoscopy or sigmoidoscopy
- 10 don't regularly wear a seatbelt
- 7 have high cholesterol
- 6 binge-drink
- 6 have not seen a dentist in the past year
- 6 are women 40+ and haven't had a mammogram in the past two years
- 5 smoke
- 4 have high blood pressure
- 4 get no leisure time physical activity
- 3 have had a heart attack or stroke or have been told they had heart disease
- 3 are women who haven't had a Pap smear in the past three years
- 2 have asthma
- 1 drinks heavily
- 1 has diabetes



Gather data about perceived needs

After collecting data about your employees' health needs, find out how employees and managers see the health picture of your organization by:

1. Conducting a manager interest survey
2. Conducting an employee interest survey
3. Reviewing employee absenteeism records

Assess worksite environment

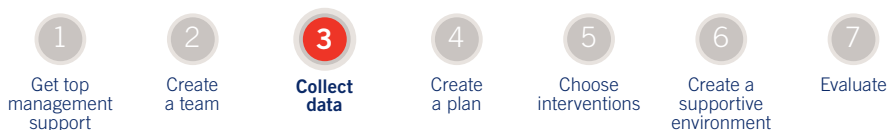
Create a wellness program that fits your company by first collecting data on your company's physical environment, policies and culture.

Begin with a company health culture audit to measure health norms and values in your organization.

Next, evaluate your organization by doing a health culture audit (see additional resources)

Ask questions such as:

- Are your workstations set up with proper ergonomics to avoid workplace strain or injury?
- Is your facility using adequate heating, cooling, ventilation, lighting and safety protocols?
- Do vending machines offer healthful choices? If you have an on-site cafeteria, does it offer healthful selections? Do you typically have doughnuts or fruit at committee meetings?
- Do you have walking paths or other opportunities nearby for physical activity?



Additional Resources

Free HRA assessments
www.ndwellnesscenter.com/free_hra.html

Information on the role of HRAs and how to best use the results
www.cdc.gov/nccdphp/dnpao/hwi/programdesign/health_risk_appraisals.htm

Choosing an HRA vendor
www.welcoa.org/freeresources/pdf/aa_7.7_guilty_until_proven_innocent.pdf

HRA resources
<http://getwellstream.com/>
www.mayoclinichealthsolutions.com/products/Health-Assessment.cfm?utm_source=msn&utm_medium=cpc&utm_term=health+risk+assessments&utm_campaign=Mayo+Clinic+-+Risk+Identification
www.wellsorce.com/home.html

Manager interest survey
www.welcoa.org/freeresources/pdf/ceo_leadership_survey.pdf

Employee interest survey
www.welcoa.org/freeresources/pdf/ni_survey.pdf

In-depth tool to measure employee productivity, engagement, morale
www.welcoa.org/freeresources/pdf/hp_connection_questionnaire.pdf

Health culture audit
www.NDworksitewellness.org/get-started-collect-data.htm

Statistics on the cost of poor health and the impact of wellness programs
www.welcoa.org/freeresources/pdf/data_dashboard.pdf

Calculate the cost of lifestyle choices and chronic diseases have to your organization.
www.cdc.gov/nccdphp/dnpao/hwi/programdesign/costcalculators.htm

Step 4: Create an operating plan

If you do it right, this stage should take longer than any other stage. Planning forces you to sort through the details in advance. It may take up to three to four months to work on the wellness plan.

Incentives can help you motivate employees to participate. Health behavior can be extremely difficult to change and incentives can help encourage people to initiate and maintain health-related behaviors. Unless employees in your worksite can identify real incentives or reasons to change their current health behaviors, they are not likely to change. Check out the resource listing in this section for more incentive ideas.

What to include in your operating plan

- 1. Vision/mission statement.** It can be as short as one to two sentences. For example, one large health care system chose “Health From Hire To Retire.”
- 2. Goals and objectives.** Goal statements describe in broad terms what is to be accomplished. Objectives are precise statements that describe the changes necessary to reach a goal. When writing goals, use measurable language such as “increase” or “decrease.” Make your objectives SMART—Specific, Measurable, Achievable, Realistic and Time sensitive. For example, by December 2010, 75 percent of all vending machine options will be healthful options.

Examples of goals and objectives together:

Goal 1: Our employees will have access to healthful food choices at the workplace.

- *Objective 1:* By December 2011, 75 percent of all vending machine options will be healthful options.
- *Objective 2:* By March 2012, 100 percent of our workplace meetings that offer food will include healthful options.

Goal 2: Our workplace will be infant-friendly.

- *Objective 1:* By July 2011, at least one private section of the workplace will be identified for moms to express breast milk.
- *Objective 2:* By September 2011, a written policy outlining the accommodations and benefits available to employees who are breastfeeding their babies exists in the HR manual.

Why it's important

Allows you to understand the “what, why and when” of your program.

Empowers you to move forward and get things done.

Helps inform management.

Keeps everyone focused on the goal.



3. **Timelines.** Drive what needs to be accomplished and when it needs to be done. Don't make your timeline so aggressive that you feel overwhelmed, but don't make it so easy that people lose interest.
4. **Roles and responsibilities.** Use the strengths and talents of your team. Decide who are the "people" people, the "task" people and the "thinker/analyzer" people. Be sure to assign jobs that work with people's natural strengths. Don't give a "thinker" jobs that require relating to people.
5. **Itemized budget.** Decide what to include and what must be left out. Include the cost of everything: staff time, time for employees to be allowed to participate, team strategic planning meeting, health risk appraisals, brochures, incentives and so on. WELCOA estimates you may need to spend \$100-\$150 per employee each year to get a return on investment of \$300-\$450.
6. **Approval from management.** Helps ensure your goals and objectives align with those of the organization.
7. **Marketing and communications strategies.** Mix of written, oral and electronic messages to inform employees.
8. **Evaluation.** Outline how to measure and evaluate the results from your program. Include participation, participant satisfaction, changes in knowledge, attitudes and behaviors, and changes in environment and culture. Be sure to link your evaluation methods directly to your program's goals and objectives.

Additional Resources

A guide on crafting your plan
www.welcoa.org/freeresources/pdf/crafting_your_orgs_wellness_plan.pdf

Tips on planning
www.welcoa.org/freeresources/pdf/the_power_of_planning.pdf

Sample wellness plan
www.welcoa.org/freeresources/pdf/worksite_health_improvement_strategic_operating_plan.pdf

Incentive ideas
www.welcoa.org/freeresources/pdf/aa_vol4_no7_jul05.pdf

www.welcoa.org/freeresources/pdf/aa_chapman2_aug05.pdf

Sample outline for wellness plan
www.dshs.state.tx.us/wellness/PDF/SampleOutline.pdf



North Dakota success story



Hedahls Auto Plus

In 1992, Bismarck-based Hedahls Auto Plus (200 employees in 29 locations) faced huge health care cost increases. CEO Dick Hedahl started a wellness program to improve employee health and to control health care spending. Full-time and part-time employees and their spouses each can earn a \$25 annual bonus for each health screening they receive: blood pressure, blood sugar, cholesterol and a cancer screening of their choosing. If employees have health coverage through Hedahls or a spouse's health plan, employees can receive \$35 each month in their flexible spending account if they have a body mass index of less than 30 and another \$35 per month if they are tobacco-free.

Many employees have lost weight, quit using tobacco or learned of health problems through the free screenings. "You saved my life," one employee told Hedahl because of her breast cancer screening. Another employee began treatment after she learned she had dangerously high blood sugar levels.

Since 2008, Hedahls has held an annual health fair in each of its locations with free health screenings and flu shots.

These are just some of the incentives and programs that Hedahls offers employees. "Employees appreciate our efforts to help them lead a healthy lifestyle," Hedahl said.

Step 5: Choose interventions

Choosing the right interventions for your workplace is critical to your success. Whether you focus on tobacco cessation, mental wellness, physical activity or other issues, you'll want to pick the topics that most affect your employees.

Choose interventions that meet company needs:

- Align your choices with data from step 3. If you skipped this step, go back and gather data on what employees want and what your organization needs.
- Review information from your culture audit, interest survey and medical claims analysis (or information from a typical North Dakota company).
- Decide how many employees you want to target in your intervention. Set a participation goal and let people know so you are accountable.

Once you've chosen interventions, make them successful:

- Decide how to promote your intervention. Communicate early and often and use a variety of tools, such as posters, meetings, e-mails, bulletin boards, text messages, intranet and internet.
- Be transparent about the necessary commitment. How long will it take and what's involved for the employee?
- Include those working at other locations or on other shifts.
- Keep your focus. It's easy to let your intervention become larger or more extensive than you originally planned. Communicate and stick to your plan.
- Be conscious of your budget. Don't exhaust funding before your intervention is complete.
- Consider legal issues. Have your legal counsel review the plan or prepare waivers to keep you free of legal liability.
- Evaluate your intervention. Will you need to document changes in knowledge, behaviors or biometric measures? Will you need to present a return on investment?
- Be prepared for the unexpected. Keep a list of team member contact information in case something urgent arises.

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Create a supportive environment

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Why it's important

Allows you to personalize your program to your company's specific health issues and employees' interests.

Additional Resources

Choosing appropriate interventions
www.welcoa.org/freeresources/pdf/wiv1n6.pdf

Questions to consider when choosing interventions
www.welcoa.org/freeresources/pdf/aainterventions.pdf

North Dakota Worksite Wellness resources
www.NDworksitewellness.org/get-started-resources.html

Step 6: Create a supportive environment

This is the time to start working on policies to create a supportive environment. Those policies should focus on data from step 3. They could include tobacco-free workplace, nutrition or whatever you identified as top needs.

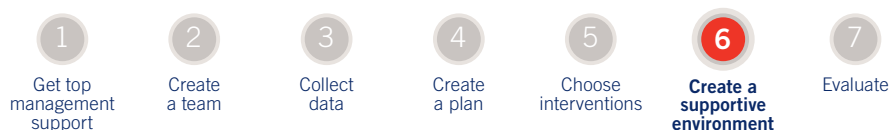
Areas to look at:

- **Physical activity.** Is your work environment conducive to employees getting physical activity throughout the day? If you can't find space for an on-site fitness facility, you could offer reimbursement for exercise equipment or health club credit.
- **Tobacco use.** What can you do to encourage tobacco-free lifestyles?
- **Nutrition.** Are there healthful food options in the vending machines, cafeteria or at committee meetings?
- **Workstation/ergonomics.** Whether workers are at computers or in a factory, proper ergonomics are a must. An assessment can help determine if employees are at risk.
- **Alcohol and drugs.** Sometimes having a policy in place is not enough. Some employers do random drug testing.
- **Mental wellness.** Do employees have clear expectations of what is required of them? Do they have the proper tools to do their jobs? Is the environment stressful? Is there an employee assistance program (EAP) to help employees work through problems?
- **Seatbelt safety.** Traffic-related accidents are one of the leading causes of death at the worksite. A seatbelt policy shows the organization cares about employee safety.
- **Safety and emergency procedures.** Many organizations have a heightened sense of the need for security, safety and emergency procedures. Is your organization prepared to address issues such as, bomb threats, natural disasters, information system failures, employee or customer violence, and outbreaks such as the H1N1 flu?

Why it's important

Reinforces the direction your company is taking toward wellness.

Helps retain employees.



- **Employee benefits.** Review the employee benefits plan to see if certain benefits could be added to support wellness, such as:

- Health insurance
- Disability protection
- Life insurance
- Sick leave/well days off
- Leave of absence
- Compensatory time off
- Vacation
- Flex time
- Job sharing
- Work at home/telecommuting
- Maternal/paternal leave
- Family leave
- Child care
- Dependent care flexible spending accounts
- Health promotion program
- Prepayment or reimbursement
- Retirement/investment plan
- Employee assistance program (EAP)

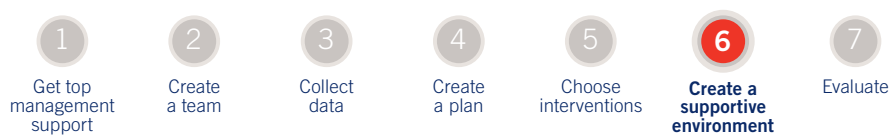
Additional Resources

Suggestions for integrating wellness into your work environment
www.welcoa.org/freeresources/pdf/policies_practices_promotions.pdf

A quick audit tool to assess your worksite's wellness culture
www.welcoa.org/freeresources/pdf/culture_of_wellness_sr_sm.pdf

How to leverage your wellness efforts for maximum results
www.welcoa.org/freeresources/pdf/embracing_workplace_wellness.pdf

Understanding why worksite health promotion is vital to changing company culture
www.welcoa.org/freeresources/pdf/aa_5.1_novdec05.pdf

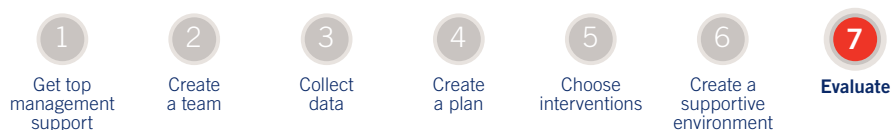


Step 7: Evaluate

Some experts say if you don't evaluate, there is no point in doing a program. In order to do so, you first must have written, measurable objectives.

Here are the top 8 elements to measure:

- 1. Participation.** Some organizations measure participation by counting any participants in the past year. Others count only those who regularly participate.
- 2. Participant satisfaction.** Ask employees to complete a simple survey annually or after each event. This tells you if employees feel good about the program and the messages you are communicating.
- 3. Improvements in knowledge, attitudes and behaviors.** Survey employees to see if there has been a change.
- 4. Biometric measures.** Test items such as cholesterol levels, blood pressures, blood glucose and body composition.
- 5. Risk factors.** 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 help high-risk employees (four or more risk factors) manage, maintain or improve their current health status.
 - To help medium-risk employees (one to three risk factors) reduce current risks and keep them from moving to a high-risk category.
 - To prevent low-risk employees (no more than one risk factor), from becoming high-risk employees.
- 6. Physical environment and corporate culture.** Measure your progress in these areas.
- 7. Productivity.** Review absenteeism, turnover and morale statistics.
- 8. Return on investment.** You may need outside assistance to complete this type of evaluation. It can include changes in health care costs, workers' compensation, disability claims, absenteeism, productivity and other measures important to your organization.



Why it's important

It's key to your program's success.

Helps you find out if your plans meet the needs of the organization.

Provides you with data to demonstrate successes and make future changes.

Additional Resources

The fundamentals of evaluating your wellness program
www.welcoa.org/freeresources/pdf/fund_of_evaluation.pdf

Suggestions for effectively communicating you're your wellness results
www.welcoa.org/freeresources/pdf/evalresults_sticky.pdf

Practical information on the art science of evaluation
www.welcoa.org/freeresources/pdf/morethanjustnumbers.pdf

Top 10 reasons why people don't evaluate and how to overcome
www.welcoa.org/freeresources/pdf/aa_oct07_top10.pdf

Moving forward

Imagine your worksite truly embracing a culture of wellness. Employees would come to work well-rested, having eaten a nutritious breakfast. They would find a worksite that encouraged them to exercise and eat fruits and vegetables for breaks: a worksite that is alcohol and drug free. After work, they would buckle up as they traveled home. Once there, they would enjoy nutritious meals with their families and enjoy physical activity together. Does this sound like Utopia? Your worksite can be such a place.

What's next?

Now that you've completed steps 1-7, you've identified which wellness areas your plan needs to address. The Healthy North Dakota Worksite Wellness team has collected resources to address the state's top health concerns: physical activity, nutrition, alcohol use, tobacco and mental wellness. We've also included a few others that may be of interest. With the work you've already completed, you can see which areas you would like to address in your worksite wellness program.



Physical activity

When the healthy choice is an easier choice, people are more likely to follow through on their commitment to health. When you make available opportunities for physical activity, employees are more likely to partake. Consequently they'll be happier and more productive.

Your company may save money through reduced use of costly health benefits and compensation plans as well as reduced employee absenteeism.

Physical activity is a great way to stay healthy. Regular physical activity is defined as:

- Moderate physical activity
 - 30+ minutes per day
 - 5 or more days per week
 - Does not cause a person to sweat or breathe hard
- Vigorous activity
 - 20+ minutes per day
 - 3 or more days per week
 - Causes a person to sweat and breathe hard

Benefits

Regular physical activity can help:

- Control weight
- Strengthen bones and muscles
- Enhance mental wellness and mood
- Increase your chances of living longer
- Reduce risk of cardiovascular disease, Type 2 diabetes, some cancers and others

Resources and strategies

Good

- Offer breaks and flexible work hours to allow for physical activity during the day. Promote stretching at employee workstations. Visit NDSU's website at www.ag.ndsu.edu/stretching/stretching.htm.
- Take part in the WalkND walking challenge program, which is held four times a year. Visit www.walknd.com/.
- Start a walking incentive campaign at your worksite, using WELCOA's a step-by-step guide at bit.ly/blAceN.
- Post motivational signs near elevators and stairwells encouraging employees to take the stairs. Check out these supportive signs from the Centers for Disease Control and Prevention: www.cdc.gov/nccdphp/dnpao/hwi/downloads/stairwell_messages.pdf.
- Map out trails or nearby walking routes.
- Have employees map their own biking or walking route to and from work.
- Provide bicycle racks in safe, convenient and accessible locations.

Reality Check

While more North Dakotans have become physically active, 48 percent are still getting less than recommended amounts of regular physical activity.

Better

- Start employee activity clubs (e.g., walking, bicycling).
- Provide shower and/or changing facilities on site.
- Provide outdoor exercise areas such as fields and trails for employee use.
- Explore discounted or subsidized memberships at local health clubs.

Best

- Provide an on-site exercise facility.
- Allow for use of facilities outside of normal work hours.
- Provide on-site child care so parents can exercise at the worksite.

Consider liability and legal issues. You may want to require employees to consult with their physicians and/or sign a consent form prior to beginning any exercise program. Additionally, as people become more physically active, make sure they take appropriate injury-prevention precautions, such as doing proper stretching and wearing bike helmets and safety gear, among others.

Additional Resources

Moving More, Eating Smarter:
www.healthynd.org/MMES.html

American College of Sports Medicine:
www.acsm.org/

Nutrition

Healthy eating is delicious and is better when shared with family, friends and work coworkers.

Most of us receive signals or cues throughout the day that encourage us to overeat and consume junk food that does not contribute to our health. Worksites can play a role in supporting employees in making healthful food choices.

Resources and strategies

Good

- Provide protected time and dedicated space away from the work area for breaks and lunch.
- Post motivational signs or posters to promote the consumption of fruits and vegetables in the cafeteria and/or break room.
- Increase the percentage of appealing, healthful food options, such as fruits and vegetables, juices and low-fat dairy products in vending machines, snack bars and break rooms.
- Use competitive pricing to make healthier choices more economical.
- Advertise or market healthful options so they stand out.
- Provide healthful food options for meetings and conferences from the Young People's Healthy Heart Program in Valley City: www.healthyheartprogram.com/healthyideas
- Establish a healthful snack bowl program for your worksite from Tompkins County, New York: www.tompkins-co.org/wellness/worksite/workwell/snackbowl.html
- For businesses with on-site cafeterias, follow healthful cooking practices and plan healthy menus that follow the Dietary Guidelines for Americans.
- Ensure that water is available throughout the day for all employees.

Benefits

Healthful eating choices and being physically active can help:

- Prevent and manage overweight and obesity.
- Prevent and manage chronic diseases such as heart disease, diabetes and cancer.



Reality Check

Poor diets lower ability to:
Maintain a healthy weight, fight infection and disease, think clearly, maintain a healthy emotional state, be productive employees.

More than 75 percent of adults do not eat enough fruits and vegetables each day.

Better

- Make kitchen equipment (refrigerators, microwaves, stoves, etc) available for employee food storage and preparation.
- Offer local fruits and vegetables at the worksite, such as a farmers market or a community-supported agriculture drop-off point.
- Provide on-site gardening.
- Provide interactive food opportunities such as taste testing, food preparation skills and peer-to-peer modeling.
- The Fruit and Vegetable Challenge Program is a four-week challenge to eat more fruits and vegetables, offer nutrition education and change your worksite environment: www.ag.ndsu.edu/pers
- Healthy North Dakota’s “A Year of Fruits and Vegetables” program encourages employees to eat more fruits and vegetables through seasonal recipes, selection and storage advice: www.healthynd.org/YearOfFruitsVeggies.html

Best

- Provide incentives for participation in nutrition and/or weight management/maintenance activities. These can range from inexpensive, low-resource items (water bottles) to high-resource items (health insurance rebates).
- Include employees’ family members in a campaign promoting fruit and vegetable consumption.

Additional Resources

More Matters:

www.fruitsandveggiesmorematters.org/

USDA Food Pyramid:

www.mypyramid.gov

Nutrition—breastfeeding

Many North Dakota mothers work outside the home. By supporting breastfeeding in the workplace, you are showing you support a mother's decision to breast feed and help ensure healthy babies, children and mothers.

Benefits

- Breast milk is healthy for both moms and babies; it protects children against asthma, allergies, diabetes and being overweight or obese.
- Mothers who breast feed are less likely to develop breast cancer, ovarian cancer, uterine cancer and osteoporosis.
- Employers who support breastfeeding mothers experience:
 - Reduced staff turnover
 - Reduced sick time
 - Lower insurance and health care costs
 - Higher job productivity, employee satisfaction and morale
 - Added recruitment incentive for women

Resources and strategies

Good

- Establish workplace policies that support breastfeeding.
- Allow flexible scheduling for breastfeeding or pumping milk.
- Allow adequate breaks for breastfeeding or pumping milk.

Better

- Provide an appropriate space for breastfeeding or pumping milk.
- Provide an electric breast pump for use at work and a small refrigerator for safe storage of breast milk.

Best

- Provide breastfeeding education programs.
- Provide breastfeeding consultants, either as a member benefit of insurance or paid by the employer.
- Establish an infant-at-work policy to support working moms and dads.

Reality Check

The Patient Protection and Affordable Care Act (PPACA) requires worksites to provide a reasonable break time and a private place for nursing mothers to express breast milk.

A North Dakota law passed in 2009 recognizes employers that provide breastfeeding support.

Additional Resources

Healthy North Dakota
Breastfeeding Committee
www.healthynd.org/HND_Breastfeeding_Committee.html

American Academy of Pediatrics
www.aap.org/breastfeeding/

Sue Milender, LRD, CLC
North Dakota Department of Health
Breastfeeding Consultant
infantfriendly@nd.gov

Alcohol

Studies show that, compared with non-substance abusers, substance abusing employees, including those who use alcohol, are more likely to:

- Change jobs frequently
- Be late to or absent from work
- Be less productive employees
- Be involved in a workplace accident
- File a workers' compensation claim

A successful workplace program includes 6 components:

- A written policy
- Employee and supervisor education
- Additional training for working parents
- Alcohol testing
- An employee assistance program
- An ongoing alcohol prevention program

Resources and strategies

Good

- Policy prohibiting alcohol use anywhere on property.
- Provide prompts/posters to support a no alcohol use policy.
- Post Alcoholics Anonymous or Al-Anon posters on property.

Better

- Policy supporting participation in alcohol counseling activities during duty time (flex time).
- Provide training for supervisors to recognize symptoms of alcohol abuse.

Best

- Provide treatment program for employees dealing with alcohol issues.
- Provide counseling through a health plan.
- Provide employee assistance program (EAP).

Benefits

Employers with successful drug-free/alcohol-free workplace programs report improvement in morale and productivity and decreases in absenteeism, accidents, downtime, turnover and theft. Additionally, employers with longstanding programs report healthier employees and decreased medical utilization by employees and family members.

Reality Check

According to the U.S. Department of Health & Human Services, for every 25 employees in North Dakota, 6 are binge drinkers.

58% of North Dakotans ages 18 to 25 report binge drinking—the highest rate in the U.S.

29% of those ages 26+ say they had five or more drinks in one sitting, which also leads the nation.

Additional Resources

North Dakota Substance Abuse Prevention
www.nd.gov/dhs/services/mentalhealth/prevention/index.html

Drug-Free Workplace Kit
workplace.samhsa.gov/WPWorkit/index.html

To find a local substance abuse specialist in your area, contact:
Pamela Sagness, LAC
Substance Abuse Prevention Administrator
North Dakota Department of Human Services
701-328-8824, psagness@nd.gov

Tobacco

The negative health effects of tobacco use are well-known. Smoking is the leading cause of preventable U.S. deaths each year and the associated diseases and health care costs are significant. Smokers incur more medical costs, see physicians more often and are admitted to hospitals for longer periods than nonsmokers.

In addition to direct health effects to tobacco users, other employees are impacted by secondhand smoke. Tobacco cessation in your workplace will positively impact all employees.

Resources and strategies:

Good

- Policy prohibiting tobacco use anywhere on property.
- Provide prompts/posters to support a no tobacco use policy.
- Promote the North Dakota Quitline (800-QUIT-NOW).

Better

- Policy supporting participation in tobacco cessation activities during duty time (flex time).

Best

- Provide counseling through an individual, group or telephone counseling program on-site.
- Provide counseling through a health plan-sponsored individual, group or telephone counseling program.
- Provide cessation medications through health insurance.

Benefits

The business case for covering smoking cessation is clear.

Tobacco cessation programs can have a significant return on investment in as little as two years.

Many affordable options are available, including creating tobacco-free workplaces, providing tobacco cessation counseling and helping employees quit.

Reality Check

According to the Centers for Disease Control and Prevention, smoking costs North Dakotans:

\$250 million in medical expenditures.

\$192 million in productivity costs.

Each employee that smokes costs your company \$3,383 per year—\$1,760 in lost productivity and \$1,623 in excess medical expenses.

Additional Resources

North Dakota Department of Health
Tobacco Prevention and Control
www.ndhealth.gov/tobacco/Facts.htm

American Cancer Society
www.cancer.org/Healthy/StayAwayfromTobacco/index

North Dakota's Tobacco-Free
Workplace Toolkit
www.ndhealth.gov/tobacco/Businesses/ToolkitBooklet.pdf

North Dakota Tobacco Quitline
www.ndhealth.gov/tobacco/quitline.htm
or call 800-784-8669

To find a local tobacco specialist in your area contact:
Michelle Walker
Cessation Program Director
Tobacco Prevention and Control Program,
North Dakota Department of Health
701-328-2315 or toll-free at
800-280-5512, mlwalker@nd.gov

Mental wellness

Mental health refers to the comprehensive way people meet the demands of life. It's a key component in overall health and well-being. Mental health issues such as stress, anxiety and depression are common, and are routinely listed as top concerns in employee health surveys.

When the healthy choice is an easier choice, people are more likely to make healthy choices. Worksites can play a role in supporting employees by making it easier for employees to seek and receive mental health assessment, referral and treatment.

Resources and strategies

Good

- Provide mental health and mental illness materials and messages through various means: brochures, fact sheets, paycheck stuffers and electronic communications.
- Offer confidential screenings for depression, anxiety, post-traumatic stress disorder, substance abuse.
- Encourage the use of telephone help lines.
- Offer stress reduction presentations on varied topics: conflict resolution, managing multiple priorities, project planning, personal finance planning, etc.
- Provide flexible scheduling during work for training, meditation, physical activity, etc.
- Provide a quiet room or stress reduction room at the worksite.
- Provide the Mental Health in the Workplace toolkit and other helpful information (including mental health fact sheets): www.liveyourlifewell.org/.

Reality Check

Mental health conditions are the second leading cause of absenteeism.

Untreated and mistreated mental illness costs the U.S. \$150 billion in lost productivity each year.

Businesses spend \$7,500 annually per employee due to stress and stress-related conditions.

More than 90% of employees report mental and personal problems spill over into work and impact job performance.

Better

- Support a mental health-friendly work environment that provides family/employee-friendly accommodations for medical appointments, etc.
- Sponsor presentations and trainings on mental health issues and suicide prevention awareness for supervisors, business leadership team or management.
- Teach supervisors how to recognize, intervene, refer and supervise employees with mental health issues.
- Review policies and practices concerning employee privacy, return to work and HIPAA, accommodation and ADA guidelines.
- Offer the Mental Health@Work seminar, which focuses on practical information about the connection between health and work www.mhand.org/atWork.
- Share resources on effective mental health approaches from the Partnership for Workplace Mental Health. www.workplacementalhealth.org.

Best

- Provide employee assistance program (EAP).
- Provide and maintain comprehensive health coverage, including mental health and substance abuse benefits.
- Offer health insurance coverage with referral mechanisms to connect employees easily to mental health and substance abuse services.

Additional Resources

Mental Health America:
www.nmha.org

National Institute of Mental Health:
www.nimh.nih.gov/index.shtml

Mental Health America of North Dakota:
www.mhand.org/index.asp

The Suicide Prevention Resource Center:
www.sprc.org

Suggestions for handling stress at work from the Mayo Clinic:
www.mayoclinic.com/health/coping-with-stress/SR00030

North Dakota Department of Human Services, Division of Mental Health and Substance Abuse Services:
(701) 328-8920

The National Alliance on Mental Illness:
www.nami.org

Mental wellness—family health

Families play an important role in the health of your employees. No matter their family make-up, you can help show support of family health.

Health experts agree that there are a few practices that can help all families be healthy, and most all of them are free. The benefits, however, are priceless.

Family health commitment opportunities include:

- Spend time together
- Eat meals together
- Be active together
- Practice positive parenting

Reality Check

Only about 3 in 10 young people say they have rules about how much time they can spend watching TV, playing video games, or using the computer.

When parents set limits, children spend nearly 3 hours less time with media per day than those with no rules.

Kaiser Family Foundation

Additional Resources

Resources on different family stages from the U.S. Department of Health and Human Services:
www.hhs.gov/children/index.shtml

Transportation safety:
www.ndhealth.gov/injuryprevention/childpassenger

Basic Steps for Positive Parenting:
www.cms.nmha.org/go/information/get-info/strengthening-families/positive-parenting/positive-parenting

NDSU Bright Beginnings – Understanding and Embracing Your Young Child’s Growth and Development:
www.ag.ndsu.edu/family/bright-beginnings/publications

North Dakota Department of Health, Family Health resources:
www.ndhealth.gov/familyhealth

Healthy North Dakota website:
www.healthynd.org/Families.html

Mental wellness—taking care of aging parents

Many North Dakotans are all too familiar with the term ‘sandwich generation’—caring for their children and at the same time assisting their aging parents. This type of stress-building situation can distract from task completion and result in reduced productivity at work.

Additional Resources

Caregiving resources from the National Family Caregivers Association:
www.thefamilycaregiver.org/caregiving_resources/

Resources from Mayo Clinic:
www.mayoclinic.com/health/caregivers/MY00395/TAB=indepth

Mental wellness—financial health

Help employees take charge of their financial health and in turn you’ll help them reduce stress and anxiety. Like many things in life, successful finances start with a plan.

Resources and strategies

Help employees begin their plans with these resources from the Financial Literacy and Education Commission:

www.Mymoney.gov

888-MyMoney—a toll-free hotline

Each offers financial tips on a range of topics and a toolkit that includes useful financial materials.

Additional Resources

Bank of North Dakota’s “College Save” program:
www.collegesave4u.s.upromise.com

Thrive by Five: Teaching Your Preschooler About Spending and Saving:
www.creditunion.coop/thriveby5

North Dakota State Treasurer offers resources to help you address challenges and questions surrounding financial planning:
www.northdakota.tomorrowmoney.org

Tips on financial management from NDSU Extension:
www.extension.org/personal+finance

Thrifty ideas for turbulent times
www.welcoa.org/freeresources/pdf/financial_wellness.pdf

Special report from WELCOA on becoming “fiscally fit”
www.welcoa.org/freeresources/pdf/aa_apr07.pdf

Variety of financial advice and information from Financial Peace University
www.daveramsey.com/fpu/home

Other key wellness priorities

Heart disease and stroke

Heart disease is the leading cause of death in North Dakota; more than one out of four deaths in the state are due to heart disease. Stroke is the third leading cause of death of North Dakotans. The cost of cardiovascular diseases in North Dakota is estimated at \$920 million.

People can reduce their risk of heart disease by being more physically active, improving dietary habits, maintaining a healthy weight and seeking help to quit smoking.

Worksites can help people address heart disease and stroke risk factors by helping employees reduce cholesterol levels, manage diabetes and control high blood pressure.

Additional Resources

American Heart Association
www.heart.org/HEARTORG

The North Dakota Heart Disease and Stroke Prevention Program:
www.ndhealth.gov/cvh

Resources and strategies:

- Help employees find and eat foods with less salt with the Sodium Reduction Toolkit: www.ndhealth.gov/cvh/sodiumreduction.htm
- WISEWOMAN: women's resources for preventing heart disease: www.cdc.gov/wisewoman/resources.htm.
- Go Red in North Dakota initiative of the American Heart Association provides resources for women and men at work: www.gorednd.com/resources.



Diabetes

Diabetes is a disease of altered blood sugar with long-lasting effects on health and disease. High blood glucose can cause heart and blood vessel disease, which can lead to heart attacks and strokes. Eye damage can lead to loss of sight or blindness. Nerve damage and poor blood flow can cause foot problems.

Most North Dakotans have one or more of the five risk factors for diabetes including high blood pressure, high cholesterol, being overweight or obese, not enough physical activity, and not eating enough fruits and vegetables every day.

Benefits

Helping employees be more physically active, eat more healthfully, and maintain a healthy weight can go a long way toward preventing the development of diabetes. For those who already have diabetes, further problems can be prevented or delayed by keeping blood glucose, blood pressure and cholesterol under control.

Reality Check

The percentage of people with diabetes in North Dakota is increasing at an alarming rate. In 2008, 7.6% of adults were diagnosed and another 2.5% were not officially diagnosed.

Additional Resources

American Diabetes Association:
www.diabetes.org

The North Dakota Diabetes Prevention & Control Program:
www.diabetesnd.org

The North Dakota Diabetes Prevention and Control Program's free resources
www.ndhealth.gov/diabetescoalition/Documents/Diabetes%20Brochure%20Listing.pdf

National Diabetes Education Program
www.ndep.nih.gov

Obesity

An estimated \$209 million is spent annually to treat obesity in the state, costing each household about \$800. Nationally, about 300,000 deaths per year may be attributable to obesity. It is a serious problem that not only costs us dollars but also a reduced quality of life.

Benefits

The worksite can be a great place to address nutrition and physical activity as a means of overcoming overweight and obesity. Programs that include approaches to support behavior change are effective. Programs that include education, tools for employees that help them change behavior, the environment in which we work and changing worksite policies are recommended strategies.

Reality
Check

66% of North Dakotans
are overweight or obese.

North Dakota is ranked as
the 21st most obese state
in the country.

Additional Resources

American Dietetic Association:
www.eatright.org

Eat Smart. Play Hard:
www.ag.ndsu.edu/eatsmart

Body Mass Index (BMI) Calculator:
www.nhlbisupport.com/bmi/bmicalc.htm

The CDC's LEAN Works! Worksite Obesity
Prevention Program:
www.cdc.gov/leanworks

North Dakota success story



Baker Boy

Baker Boy (260 employees in one location and six remote sales staff) started its wellness program in 2008 to help control health care spending. The Dickinson-based company works with a third-party administrator to provide a Nurse Line, website and on-site health screenings to its employees.

According to Sue Roller, Baker Boy's director of Human Resources, the wellness program encompasses safety, proper ergonomics, quarterly walking programs and more. In April 2010, employees received pedometers in the Baker Boy World Walk challenge in which employees attempted to "walk around the world" by the end of July. Employees surpassed that goal—walking two and a half times around the world.

In July 2010, a nurse met one-on-one with employees to benchmark their blood pressure and blood sugar to establish baseline numbers. Throughout the year, the nurse will return to Baker Boy to consult with employees on how to improve their numbers.

Baker Boy's eight-member wellness committee includes a mix of male and female employees of different ages, both management and non-management, to "get all the viewpoints." "If we can have our people learn how to eat and exercise, they will be healthier, happier and feel better," Roller said. The wellness committee hopes to affect employees who have preventable and behavior-based conditions.

One employee was scheduled to have surgery because of arthritis and liver issues. As a result of the wellness program, the employee started a walking regimen, drastically reduced his pop intake, and watched what he ate. The employee no longer needs surgery and was able to lower his medication levels.

In 2009, Baker Boy added dental and vision benefits. The company provides a \$1,000 wellness benefit to each person covered on the health plan. Employees and covered family members can use the funds for one vision exam each year, annual exams, cancer screenings and blood work. "We encourage people to use the funds," Roller said.

Cancer

Although the treatment for and survival rates of many forms of cancer have improved, cancer still impacts the lives of too many people in North Dakota.

About 23,800 North Dakotans are cancer survivors, many of whom are in the workforce or have loved ones in the workforce who are supporting them.

Benefits

Many cancers can be prevented. In fact, all cancers caused by tobacco smoking and alcohol abuse are entirely preventable. Scientific evidence suggests that about one-third of cancer deaths are related to poor nutrition, physical inactivity and overweight or obesity.

Therefore, promoting and supporting a healthy lifestyle for all employees is a key strategy to help prevent cancer.

Reality Check

Cancer is the second leading cause of death in North Dakota; responsible for 29% of deaths.

It is estimated that treating cancer costs North Dakota \$158.6 million a year.

Additional Resources

The North Dakota Cancer Coalition can help you get resources to your worksite, including information on survivorship: www.ndcancercoalition.org

National Cancer Institute website: www.cancer.gov

American Institute for Cancer Research resources for reducing cancer risk: www.aicr.org/site/PageServer?pagename=reduceyourcancerrisk_home

American Cancer Society: www.cancer.org

Arthritis

Arthritis is not a single disease, but rather a spectrum of diseases. Symptoms range from mild pain and stiffness commonly found in aging joints, to deforming effects of rheumatoid arthritis and psoriatic arthritis, to organ damage associated with lupus and scleroderma.

For many of those affected, it can result in crippling pain, limitations in mobility and loss of independence. Even osteoarthritis, the most common form of arthritis, can require the replacement of hips or knees with artificial joints in order to restore motion and relieve severe pain.

Arthritis limits the activities of more than one-third of people with the condition.

Benefits

You can help employees prevent osteoarthritis, by helping employees maintain a healthy weight, move more and prevent injuries and overuse of joints.

- Help employees practice good posture and ergonomic techniques.
- Provide for frequent movement breaks during the day.
- Provide education on proper lifting and use of safety equipment.

Reality Check

Arthritis is the leading cause of disability in the United States.

27.4% of North Dakotans have arthritis.

Arthritis is found more often in older people.

Additional Resources

The North Central Chapter of the Arthritis Foundation has information and suggestions for those living with the disease and how to prevent it.
Arthritis Foundation
www.arthritis.org/chapters/north-central

U.S. National Library of Medicine Medline:
www.nlm.nih.gov/medlineplus/arthritis.html

Asthma

Asthma is a disease that affects the lungs and is characterized by repeated episodes of wheezing, breathlessness, chest tightness, and nighttime or early morning coughing. Asthma can be controlled by knowing the warning signs of an episode, avoiding things that trigger an episode, and following the advice of a health care provider.

Benefits

Well-controlled asthma results in decreased symptoms like wheezing or coughing, more restful sleep and less absenteeism from work or school. When asthma is controlled, participation in physical activity is not limited and visits to the hospital or emergency room are less likely. Policies and practices that help reduce asthma symptoms are often good practices for the health of all employees.

Reality Check

8.8% of North Dakota adults has asthma.

The environment at work and at home plays an important role in causing and making asthma worse.

Research has shown that exposure to mold, cockroaches, mice and certain chemicals (sensitizers and irritants) can cause asthma or make asthma worse.

Additional Resources

North Dakota Department of Health
www.ndhealth.gov/asthma/links.htm

National Heart Lung and Blood Institute:
Employers, Employees, and Worksites
www.nhlbi.nih.gov/health/prof/lung/asthma/naci/audiences/work.htm

Sexual health

Love, affection and sexual intimacy all play a role in healthy relationships and contribute to an employee's sense of well-being. According to the World Health Organization, "sexual health is a state of physical, emotional, mental and social well-being in relation to sexuality; it is not merely the absence of disease, dysfunction or infirmity.

Sexual health requires a positive and respectful approach to sexuality and sexual relationships, as well as the possibility of having pleasurable and safe sexual experiences, free of coercion, discrimination and violence."

The Centers for Disease Control and Prevention reports as many as one in two sexually active young people will contract a sexually transmitted disease by age 25.

Reality
Check

**10.6% of women reported
experiencing forced sex at
some time in their lives.**

Additional Resources

Centers for Disease Control and Prevention:
www.cdc.gov/sexualhealth

Medline Plus:
www.nlm.nih.gov/medlineplus/sexualhealth.html

Teens Health from Nemours:
www.kidshealth.org/teen/sexual_health

North Dakota Council on Abused Women's
Services and the Coalition Against Sexual
Assault in North Dakota
www.ndcaws.org

An Abuse, Rape and Domestic Violence
Aid and Resource Collection
www.aardvarc.org/dv/states/nddv.shtml

Injury prevention and safety

Injuries are a public health problem in North Dakota and in the United States, resulting in significant numbers of deaths, hospitalizations and emergency room visits. This results in not only emotional and physical suffering, but also in economic costs associated with deaths and injuries.

In terms of causes of death, injury—both intentional and unintentional—consistently ranks in the top 10 causes for all age groups. Injury also ranks at the top for children, adolescents and young adults.

Injury prevention is multi-faceted and can include workplace strategies to address:

- Motor vehicle crashes
- Suicide
- Falls
- Poisoning
- Domestic violence
- Sexual assault

Benefits

All employers want their employees to be healthy and safe while at work. A safe work environment, just like having a healthy employee, can increase productivity, increase employee morale, and decrease absenteeism.

Reality Check

Violent workplace incidents account for 18% of all violent crime in the United States. (Bureau of Justice Statistics, 2001)

Motor vehicle crashes are the leading cause of injury death in North Dakota.

Additional Resources

North Dakota Department of Health
Division of Injury Prevention and Control
www.ndhealth.gov/injury/

North Dakota Injury Coalition
Diana Read, dread@nd.gov

North Dakota Council on Abused Women's Services
www.ndcaws.org

North Dakota Safety Council
www.ndsc.org/

North Dakota Workforce Safety & Insurance
www.workforcesafety.com/

Centers for Disease Control and Prevention
www.cdc.gov/workplace/

United States Department of Labor
Occupational Safety & Health Administration (OSHA)
www.osha.gov/

Conclusion

This Worksite Wellness Resource Toolkit was developed as a collaborative effort of the Healthy North Dakota Worksite Wellness Initiative, Dakota Medical Foundation and Blue Cross Blue Shield of North Dakota.

Acknowledgements and resources:

State of Wisconsin Department of Health and Family Services:
www.dhfs.wisconsin.gov/health/physicalactivity/Sites/Worksitekit.htm

State of Vermont Department of Health:
A Tool for Creating a Healthier Workplace Environment:
www.healthvermont.gov/family/fit/documents/WorksiteWellness_Resource.pdf

Centers for Disease Control and Prevention Health Worksite Initiative:
www.cdc.gov/nccdphp/dnpa/hwi/index.htm

Healthy North Dakota and Partners
www.healthynd.org

Wellness Council of America: www.welcoa.org/

Dakota Medical Foundation: www.dakmed.org/

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Flint Communications

Northern Worksite Wellness Association

North Dakota Worksite Wellness Initiative Steering Committee Members:
Mike Carlson, Corporate Wellness Director, BCBSND;
Dick Hedahl, CEO, Hedahls Auto Plus; Melissa Olson, Director,
Healthy North Dakota; and Deb Watne, Grants Director,
Dakota Medical Foundation.



www.NDworksitewellness.org