BeWell@Work™ ROADMAP TO A HEALTHY ORGANIZATION

Organization Name: _____   **Date:** _____

● Click on the blue circles to mark each tenet your organization supports.

Comments/Next Steps:

CORE LEVEL CRITERIA	BUILDING FOUNDATIONS	CREATING HEALTHY HABITS	SUSTAINING CHANGE
LEADERSHIP SUPPORT	Written and/or verbal communication Time for wellness participation on own time BeWell@Work™ funds only	Written and/or verbal communication Wellness is connected to a corporate strategic plan Occasionally wellness participation is on paid time Leadership participates in the wellness program BeWell@Work™ funds and in-kind company contributions	Written and/or verbal communication Leaders highlight and celebrate wellness Part of a corporate strategic plan Wellness is part of the company's vision/mission Wellness participation is supported as schedule allows Leadership participates in the wellness program and community BeWell@Work™ funds, in-kind contributions, and additional financial contributions
WELLNESS TEAM DESIGN	Dedicated wellness contact Monthly/bimonthly BeWell@Work™ consulting meetings	Has a formal wellness committee or team responsible for planning and promoting wellness BeWell@Work™ bimonthly consulting meetings	Has a formal wellness committee or team with diverse representation, responsible for planning and promoting wellness Lead has employee wellness efforts as part of their job description or annual performance goal BeWell@Work™ quarterly consultant meetings
DATA	Organizational audit Health assessment/health interest survey/biometric screenings Vendor data (EAP, WC, dental, etc.) Blue Cross VT analytic data	HA/HIS/biometric screenings Vendor data (EAP, WC, dental, etc.) Blue Cross VT analytic data Consistently collect and review data every 1-2 years	HA/biometric screenings HIS or focus group to assess employees' wants, needs and feelings Vendor data (EAP, WC, dental, etc.) Blue Cross VT analytic data Culture/engagement survey Collect and review data annually
WELLNESS STRATEGY	Responsible for planning and delivering various awareness-raising wellness activities throughout the organization based on data	Responsible for collecting data Crafting a data-driven action plan Implementing the action plan Evaluating programs	Responsible for collecting data Crafting a data-driven action plan Implementing the action plan within a supportive environment Evaluating outcomes Wellness is embedded into the organization's culture
TYPES OF PROGRAMMING	Awareness and/or education	Awareness Education Behavior change	Awareness Cultural enhancement Education Facilitating connection Behavior change
INITIATIVES TO SUPPORT THE WHOLE EMPLOYEE		The ultimate goal is for the organization to support the full spectrum of health and wellness: Physical Mental/emotional Social Spiritual Work/career Community Financial	
SUPPORTIVE ENVIRONMENT	Promote current policies, benefits and physical aspects of the workplace that support wellness initiatives	Wellness policies and benefits support wellness initiatives Design environments that support your wellness initiatives (i.e. Nutrition Challenge: provide healthy fruit onsite)	Advanced wellness policies and benefits Physical supportive environment (i.e., healthy food choices, dedicated wellness space, nap room, walking trails, ergonomic workstations, social connection and collaboration) Organization is psychologically a safe place to work Flexibility and autonomy on how work is done
EVALUATION	Regularly track participation	Regularly track participation and outcomes for each initiative	Regularly track participation and outcomes with targeted planning for improvement year over year

Questions? Email BeWell@bcbsvt.com or click here for more information.

Draft 4.29.16 This content is adapted from WELCOA's Well Workplace Checklist.