

Organizational Supports



Leadership Commitment and Support

During the past 12 months, did your worksite:	Yes	No	Score
1. Demonstrate organizational commitment and support of worksite health promotion at all levels of management? <i>Answer "yes" if, for example, all levels of management participate in activities, send communications to employees, or have performance objectives related to a healthy workforce.</i>	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
2. Include references to improving or maintaining employee health and safety in the business objectives, core values, or organizational mission statement?	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
3. Have a strategic plan that includes goals and measurable organizational objectives for the health promotion program? <i>Answer "yes" if, for example, your organization identifies SMART (i.e., specific, measurable, achievable, realistic, time-bound) goals and objectives.</i>	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
4. Have an annual budget or receive dedicated funding for health promotion programs?	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
5. Have an active and diverse health promotion committee? <i>Answer "yes" if, for example, your health promotion committee is routinely engaged in planning and implementing programs, and includes workers from all levels of the organization, various departments, as well as representatives from special groups (e.g., remote workers, organized labor).</i>	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
6. Have a paid health promotion coordinator whose job (either part-time or full-time) is to manage the worksite health promotion program? <i>Answer "yes" if the staff member is located on or off site and has responsibility for health promotion as part of his or her job description or performance expectations.</i>	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____

Measurement and Evaluation

During the past 12 months, did your worksite:	Yes	No	Score
7. Conduct an employee needs and interest survey for planning health promotion activities? <i>Answer "yes" if, for example, your organization administers surveys or conducts focus groups to assess your employees' readiness, motivation, or preferences for health promotion programs.</i>	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
8. Conduct employee health risk appraisals (HRAs) or health assessments (HAs) and provide individual feedback plus health education resources for follow-up action? <i>Answer "yes" if, for example, your organization conducts HRAs through vendors, on site staff, or health plans and provides individual feedback through written reports, letters, or one-on-one counseling.</i>	<input type="checkbox"/> (3 pts.)	<input type="checkbox"/> (0 pts.)	_____

Continued

During the past 12 months, did your worksite:	Yes	No	Score
9. Conduct ongoing evaluations of health promotion programming that use multiple data sources to inform decision-making? Answer "yes" if, for example, your organization routinely measures the quality and impact of health promotion programs. This may be measured using data on employee health risks, medical claims, employee satisfaction, or organizational climate surveys.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____

Strategic Communications

During the past 12 months, did your worksite:	Yes	No	Score
10. Promote and market health promotion programs to employees? Answer "yes" if, for example, your worksite's health promotion program has a brand name or logo or uses multiple channels of communication to inspire and connect employees to health promotion resources. These may include sharing employees' health-related "success stories."	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
11. Use tailored health promotion communications to ensure that they are accessible and appealing to employees of different ages, genders, education levels, job categories, cultures, languages, or literacy levels?	<input type="checkbox"/> (3 pts.)	<input type="checkbox"/> (0 pts.)	_____

Participation and Engagement

During the past 12 months, did your worksite:	Yes	No	Score
12. Have an employee champion or network of champions who actively publicize health promotion programs?	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
13. Use and combine incentives with other strategies to increase participation in health promotion programs? Answer "yes" if, for example, your organization offers incentives such as gift certificates, cash, paid time off, product or service discounts, reduced health insurance premiums, employee recognition, or prizes.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
14. Use individual or team competitions or challenges in combination with additional interventions to support employees making behavior changes? Answer "yes" if, for example, your organization offers physical activity competitions.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
15. Promote and support employee volunteerism? Answer "yes" if, for example, your organization encourages participation in volunteer activities, and allows employees the flexibility to participate during typical work hours. This may include time organizing food drives or participating in corporate walks or community clean-up days.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
16. Provide a working environment that features healthy building design principles? Answer "yes" if, for example, your workspaces have access to natural light, exposure to plants and nature, communal spaces, good ventilation and air quality, comfortable temperature, or no excessive noise.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
17. Extend access to key components of the program to all workers, including hard to reach workers (e.g., telecommuters, contract workers, night shift workers, part-time workers)? Answer "yes" if, for example, your organization offers alternative options for participating in programs or services, such as 24-hour gym access or virtual access to lectures.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____

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Programs, Policies, and Environmental Supports

During the past 12 months, did your worksite:	Yes	No	Score
18. Provide an employee assistance program (EAP)? Answer "yes" if, for example, employees have access to an EAP that offers services addressing financial health, depression, stress management, grief counseling, substance use, and other mental and emotional health issues.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
19. Implement educational programming to improve health care consumerism? Answer "yes" if, for example, your organization provides employees with written or interactive guidance on improving doctor-patient relationships, promoting patient-centered care, and appropriate use of medical resources.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
20. Educate employees about preventive services and benefits covered by their health insurance plan on an ongoing basis, above and beyond what occurs during annual health insurance enrollment? Answer "yes" if, for example, your worksite communicates information about benefits such as smoking cessation medication and counseling, weight management tools, or flu vaccinations through emails or newsletters that are distributed across the calendar year.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
21. Provide and support flexible work scheduling policies? Answer "yes" if, for example, policies allow for flextime schedules, the option to work at home, or allowing time during the day for employees to engage in health promotion activities.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
22. Provide work-life balance programming and resources? Answer "yes" if, for example, your worksite provides resources related to elder care, child care, tuition reimbursement or financial counseling.	<input type="checkbox"/> (3 pts.)	<input type="checkbox"/> (0 pts.)	_____
23. Make some or all company-specific health promotion programs available to family members? Answer "yes" if your organization allows employees' family members to access health promotion resources and programming, above and beyond what is provided by the health insurance plan. These resources may include fitness facilities, on site medical clinics, health fairs, or wellness competitions.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
24. Offer all benefits-eligible employees paid time off for days or hours absent due to illness, vacation, or other personal reasons (including family illness or bereavement)? Answer "yes" if, for example, paid time off, not including paid parental leave, is provided to all benefits-eligible employees.	<input type="checkbox"/> (1 pt.)	<input type="checkbox"/> (0 pts.)	_____
25. Coordinate programs for occupational health and safety with programs for health promotion and wellness? Answer "yes" if, for example, these departments have common strategies, routine data sharing, regular meetings across functions, or warm handoff referrals.	<input type="checkbox"/> (2 pts.)	<input type="checkbox"/> (0 pts.)	_____
Your Worksite's Organizational Supports Score			_____
Maximum Organizational Supports Score			44