

Program Implementation Timeline

Step 1: Get Management Buy-in

- *Workplace Wellness: An Employer's Guide to Promoting Wellness at the Workplace*
- *Workplace Wellness: Gain Senior Management Support for Wellness Programs*
- *Workplace Wellness: Why Promote Wellness?*
- *Worksite Wellness: Small Steps to Healthier Employees Presentation*
- *Workplace Wellness: Potential Legal Issues Associated with Workplace Wellness Plans*

Senior leadership should communicate your company's commitment to employee health:

- *Workplace Wellness: Introduction to Wellness Program Email*

Step 2: Form a Team

- *Workplace Wellness: Creating a Successful Wellness Team*
- *Workplace Wellness: Breathing Energy into a Wellness Team*

Step 3: Analyze Data to Determine Focus

- *Workplace Wellness: Employee Needs and Interest Survey*
- *Workplace Wellness: Health Risk Assessments*
- *Workplace Wellness: Wellness Environment Assessment*
- *Workplace Wellness: Assessment Checklist*
- *Workplace Wellness: Sourcing Data to Enhance Your Wellness Program*

Step 4: Develop Your Plan

- *Workplace Wellness: Focusing Your Efforts*
- *Workplace Wellness: Using Incentives in Wellness Programs*
- *Workplace Wellness: Action Plan*
- *Wellness Program Work Plan*

Step 5: Decide on Programs

- Health newsletter: monthly *Live Well, Work Well* newsletter
- Target specific physical conditions with *Live Well, Work Well* flyers
- *Workplace Wellness: Low-cost Resources for Small Businesses*
- Posters: *Hand Hygiene, An Apple a Day* posters
- *Workplace Wellness: Designing a Healthy Vending Machine*

Step 6: Support Programs

- *Workplace Wellness: Maintaining Motivation and Interest*
- *Workplace Wellness: Keeping Your Healthy Employees Healthy*
- Supportive practices and supportive benefits

- *Live Well, Work Well* monthly newsletter

Step 7: Evaluate Results

- *Workplace Wellness: Evaluation*
- *Workplace Wellness: Sample Evaluation Tool and Measures*
- *Workplace Wellness: Calculating Your ROI*

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