



START

### CHECKLIST

The Well Workplace Checklist is an organization-facing assessment that measures your organization's alignment with WELCOA's Seven Benchmarks for designing strategic wellness interventions and supportive climates for wellness. We know you're busy—so our 150 question assessment includes a "save and go back" feature that gives you the flexibility to take the checklist on your own time!

Once the checklist is complete, you'll be equipped with an interactive dashboard that includes customized reporting with scoring comparisons at overall, industry, and region levels along with custom recommendations for improving your score.

### Top 5 Strengths & Top 5 Weaknesses:

Compare your Benchmark scores to other organizations by region, industry type, company size, or your book of business (coming soon!). Identify your top 5 strengths and weaknesses within our Seven Benchmarks. View your customized report in real-time and we'll deliver resource recommendations at each benchmark.



# REACH YOUR WELLNESS DESTINATION

with

## WELCOA'S WELL WORKPLACE PROCESS

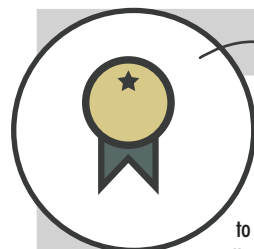
Make the most of your WELCOA Member Experience when you follow the Well Workplace Process. Our framework allows you to take the knowledge you already have and engage your employees, managers, senior level support, and all other stakeholders to design your own highly personalized approach and become more strategic about supporting employee wellness.



### RECEIVE DESIGNATION

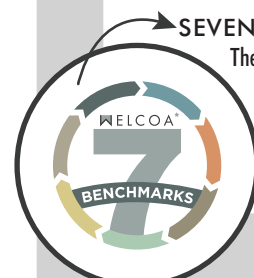
The vision of a Well Workplace is to protect and enhance the health and wellbeing of all employees and is embedded in the fabric of the organization. To date, hundreds of corporations, healthcare systems, public agencies, and educational institutions have met our worksite wellness criteria and received designation as a Well Workplace.

- » **Bronze:** Demonstrates a solid foundation for wellness initiatives to grow and flourish
- » **Silver:** Aligns efforts with the organization's priorities and supports employees efforts to improve overall health and wellness
- » **Gold:** Initiates a comprehensive program that produces results
- » **Platinum:** Implements an innovative and comprehensive program that is strategic and integral to the business
- » **Small Business:** For those organizations under 50 employees



### 7 BENCHMARK CERTIFICATION

After taking the checklist, you'll take our Seven Benchmarks certification course. As a central part of WELCOA's Well Workplace Process, our newly revamped certification puts more clarity around current and future approaches to wellness. Whether you're a seasoned professional needing a spark or building a wellness program from the ground up—we'll sharpen your focus for designing and delivering engaging results-oriented wellness initiatives. Complete the certification course to receive your **Building a Results-Oriented Workplace Wellness Program** certificate.

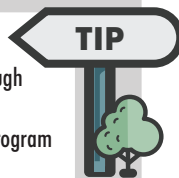


### SEVEN BENCHMARKS

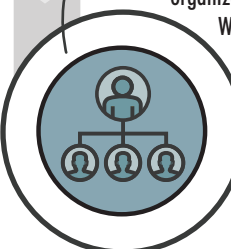
These Seven Benchmarks are an important part of building a results-oriented workplace wellness program. By using this information in your organization or with your clients, you can provide a credible framework which can be tailored toward organization specific values, mission, vision and goals for wellness.

### BENCHMARK TOOLKITS

Our toolkits combine Benchmark specific resources that will help guide you through WELCOA's Well Workplace Process. Building a credible framework can be difficult—we're here to help map out your results-oriented worksite wellness program using these toolkits.

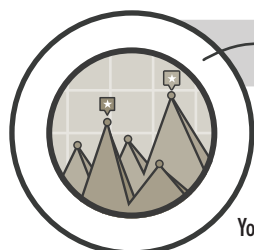


TIP



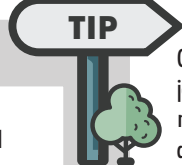
### BENCHMARK 1: Committed & Aligned Leadership

Begin with Benchmark 1 to understand how important leadership support is to your organization—or those you consult—to build a successful culture of wellness. Walk through our questionnaire to evolve your vision and determine the support you'll need to shape your plan.



### BENCHMARK 3: Collecting Meaningful Data to Evolve a Wellness Strategy

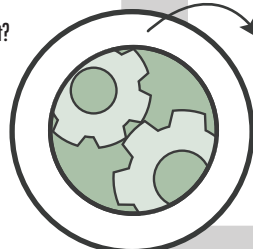
You've established your vision and created a cohesive team to begin implementing your wellness strategy—but where do you start? Benchmark 3 will help you discover the type of data to collect to understand what your employees need to be successful and foster a work culture that supports your goals.



TIP

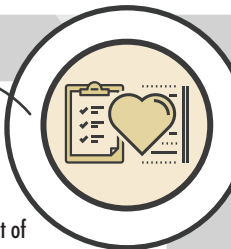
### RESOURCES

Our framework puts your organization's needs first! Personalize your journey by gaining access to hundreds of resources with a WELCOA membership! We have everything from expert interviews, articles and case studies that will help you gauge your organization's success and discover the knowledge you need to continue moving forward, to a variety of employee-facing materials like monthly health bulletins and our Well Balanced™ newsletter.



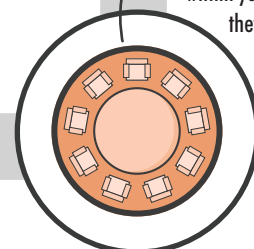
### BENCHMARK 4: Crafting an Operating Plan

Before you can jump into the interventions and programs, it's important to create an operating plan. Document the details of your wellness initiatives linked with the vision you set in Benchmark 1 to build a roadmap with set goals and opportunities to evaluate your investment in workplace wellness.



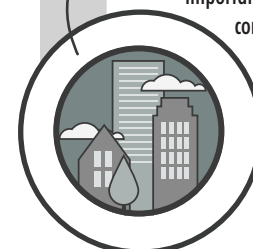
### BENCHMARK 5: Choosing Initiatives that Support the Whole Employee

Choosing initiatives may seem like a piece of cake—but aligning your vision, your team, your data and your wellness strategy will help you bring the right interventions to your organization in support of healthy and thriving employees. Determining why, how and what intervention you choose matters in the success of your wellness programs.



### BENCHMARK 2: Collaboration in Support of Wellness

Whether you're riding solo or have a dedicated group, wellness teams should represent your culture and work together to build on your vision set in Benchmark 1. You'll take away ideas for creating a great team within your organization, how they can support the vision and characteristics you should incorporate for a cohesive team.



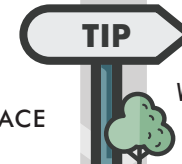
### BENCHMARK 6: Cultivate Supportive Health Promoting Environments, Policies and Practices

By Benchmark 6 you're well on your way to creating a successful worksite wellness program! Continue this important progress by championing whole employee wellness. Aim to create consistency - from your core vision all the way down to the resources you provide—to help foster unity in your organization. We'll provide sample policies, environmental considerations, and ways to use small nudges for positive health and wellness behaviors.



### WELL WORKPLACE AWARD APPLICATION

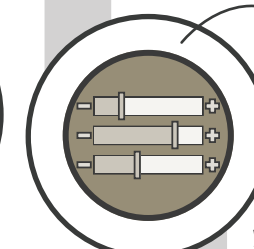
It's time to celebrate all of your hard work in building a Well Workplace! Apply to join the circle of America's Healthiest Companies who have used WELCOA's Seven Benchmarks approach to help build and shape their programs for the future of wellness.



TIP

### PROFESSIONAL DEVELOPMENT

WELCOA provides training opportunities to enhance professional skill and knowledge with monthly webinars, quarterly certifications courses and our annual Summit—many of which are approved for continuing education credit through HRCI, SHRM and NCHC. Earn or maintain your WELCOA Faculty Designation to maximize your professional credentials and worksite wellness program potential.



### BENCHMARK 7: Conduct Evaluation, Communicate, Celebrate, and Iterate

Benchmark 7 will help you understand the impact of your wellness efforts. The data you collected early on will help you determine how successful your approach has been and how to improve! Understand the importance of evaluating your initiatives, learn how to best communicate your results and celebrate your successes!

### YOU DID IT!

You've successfully traveled through WELCOA Land with the Well Workplace Process! You've built a credible framework—customized for your workplace's wellness initiatives. Great job!

Take time to celebrate your success and know you've already taken the most important step in transforming your employees' health and wellbeing. But it doesn't stop here. The Well Workplace Process is an iterative and dynamic model that provides you the with insight you need to continue to move the needle in your organization's wellness efforts. Leverage your progress—year over year as your culture changes—to continue to put wellness front and center in your organization.



CONGRATULATIONS!