

Employee Wellness Program
Sarasota County Schools

Operating Plan 2013-2014

DRAFT

SARASOTA COUNTY SCHOOLS WELLNESS OPERATING PLAN

Sarasota County Schools Employee Wellness Program Vision

The Sarasota County Schools Employee Wellness Program will provide a balanced and proactive wellness program to employees that will improve their individual health and health behavior patterns and produce tangible improvements in their use of health care services, reduce health-related costs, and enhance their personal well being. Healthy lifestyle behaviors will reduce injuries both on and off the job, decrease costs for both the employee and the district, decrease absenteeism, and increase employee productivity and job satisfaction.

Wellness Mission

The Employee Wellness mission is to decrease the health risks of employees while empowering them to be active, involved, conscientious health care consumers. The Employee Wellness program encourages employees to take responsibility for enhancing their own well-being, decreasing their risks for acute and chronic illness and premature death, knowing when to seek appropriate care for medical problems, and acquiring knowledge tools for achieving high level wellness.

Program Background

Employee Wellness has been an active part of Sarasota County Schools for the past five years. The Employee Wellness Program provides formal and informal activities designed to support and enhance the health and well-being of employees and thus ensure a healthy and productive workforce. A grant funded Wellness Coordinator was hired in 2008 and an Employee Wellness Committee (EWC) was immediately established. The EWC represents a variety of stakeholders, brings diverse skills and interests to the group, and plans programming for the District. Members of the Committee include the Director of Food/Nutrition Services, School Health/RN Supervisor, Florida Blue On-Site Representative, HR Director, Union President, Wellness Coordinator, and school principals. Committee members include:

- Suzanne Dubose Wellness Coordinator
- Mitsi Corcoran Chief Financial Officer
- Beverly Girard Food/Nutrition Services Director
- John Weida Principal, Brentwood Elementary School
- Lynn Peterson Risk Supervisor
- Sherri Reynolds Pupil Support Services Supervisor
- Linda Glover School Health Supervisor

- Karen Shurley Program Manager, SCTI
- Adriel Zahniser Nutrition Educator, Food/Nutrition Services
- Amanda Simon Instructional Representative
- Martina Olson Florida Blue On-Site Representative
- Pat Gardner President, Sarasota Classified Teacher's Association

Needs Assessment

Needs assessment is a critical part of wellness program planning. Sarasota Schools Employee Wellness program assesses needs on three levels. First is our survey process. We request individual participants to complete surveys indicating wants and needs and any other feedback. Secondly, we review claims and utilization reports and identify higher frequency and cost areas. Next we review current literature and look at trends and patterns locally, regionally, and nationally. Three major considerations are listed below.

Employee Needs and Interests Survey

The following were identified as areas of programming interest:

- Weight management
- Walking/Exercise Programs
- Stress Management
- Nutrition
- Heart Health
- Diabetes
- Balancing Work & Family
- Cancer Prevention
- Depression

Health Care Utilization

2013 health care utilization data indicates these health problems exist in our employee population:

- Neoplasms
- Musculoskeletal System
- Circulatory System

Individual and Sarasota Schools Responsibilities

Healthy lifestyles and behaviors should be the goal and responsibility of every individual employee. Sarasota Schools should create an environment that is safe and conducive to health, and that offers opportunities for healthy lifestyle choices. The employee has the

opportunity to access the system, to contribute some ownership, and to make the necessary choices regarding their health.

Because the needs determined by the employee interest surveys and medical utilization/claims data are diverse, Employee Wellness will provide programming aimed at lifestyles and behaviors that are associated with increased risk and cost. Levels of programming used include:

- Awareness
- Education
- Behavior Change
- Environmental or Cultural Change

EMPLOYEE WELLNESS GOALS AND OBJECTIVES, 2013-2014

To this point, the Employee Wellness Program and Wellness Coordinator position have been funded through the Centers for Disease Control (CDC) and the Florida Department of Health. A Florida Blue commitment of \$500,000 in 2011 and \$500,000 in 2012 for wellness programming ensures sustainability. The EWC proposes continued funding of the Wellness Coordinator position and the following 2013-2014 goals and objectives:

- Increase the number of staff that obtain an annual Adult Wellness Exam and complete a health risk appraisal (HRA)
- Establish, direct, and support Wellness Contacts at the sites to promote employee engagement in programs
- Provide targeted communication, education, and programming to address identified health concerns

GOAL #1

Increase the number of staff members that obtain an annual Adult Wellness Exam and complete a health risk appraisal (HRA)

Rationale for choosing goal:

- Approximately 50% of staff see their physician for an annual Adult Wellness Exam
- Less than 5% of staff participate in on-site health screenings and complete an HRA

How will we measure success in reaching this goal?

- The number of employees that obtain an annual physical and complete an online or hard copy HRA will increase by at least 10% (761 in 2012-2013)

Objectives set to accomplish this goal:

- Communicate and market Adult Wellness Preventive Care covered at 100% by Florida Blue when members stay in their network
- Provide a \$50 incentive for employee participation

Programs planned to meet objective:

- Partner with Florida Blue to offer hard copy and on-line HRAs
- Work with Florida Blue and local providers to offer Adult Wellness Exams

Tools to evaluate programs:

- Employee Wellness Tracking and reports
- Florida Blue quarterly and annual reports

GOAL #2

Establish, direct, and support Wellness Contacts at the sites to promote employee engagement in programs.

Rationale for choosing goal:

- It's impossible for the Wellness Coordinator to provide personal service to the almost 5000 district staff and 50 sites

How will we measure success in reaching this goal?

- Wellness Contacts will be actively involved in program planning, delivery, and evaluation at their sites

Objectives set to accomplish this goal:

- Provide resources and tools necessary for Wellness Contacts to successfully provide programs at their sites
- Introduce an incentive or supplement for Wellness Contacts

Programs planned to meet objective:

- Two meetings annually
- Monthly communications and program updates
- Web resources

Tools to evaluate programs:

- Quarterly and Annual Sign In Sheets, Surveys, and Evaluations

GOAL #3

Provide targeted communication, education, and programming to address identified health concerns

Rationale for choosing goal:

- Claims and utilization, Employee Assistance Program (EAP), Employee Interest Surveys (EIS), and national data and trends identify areas of health concern and interest

How will we measure success in reaching this goal?

- By the end of 2013-2014, at least 15% of employees will have participated in a district wellness program, seminar, or workshop
- By the end of 2013-2014, EAP utilization will match or exceed the national utilization average (3% to 6% of eligible population)

Objectives set to accomplish this goal:

- Determine, develop, and present data driven programs
- Promote a culture of wellness and employee engagement in programs
- Communicate and market programs via all available routes
- Communicate preventive health screens covered at 100% by Florida Blue
- Increase awareness and appropriate utilization of the EAP program

Programs planned to meet objective:

- Conduct district, site, and departmental workshops
- Work with EAP to provide district services and wellness workshops
- Partner with Florida Blue to provide member services and programs and at a minimum, two wellness workshops

Resources needed to conduct programs:

- Florida Blue resources and reports
- EAP resources and reports
- Promotional information and marketing plan

Tools to evaluate programs:

Florida Blue, EAP, and Employee Wellness updates and annual reports