Wellness Council of Indiana

2019 WELL-BEING INVENTORY

Physical Activity Environment	Yes	No	Considering	Unsure	N/A
Do you provide resources about ways to incorporate physical activity into employee's daily routine?					
Does your workplace encourage stair use?					
Is it convenient and safe for your employees to walk or ride a bicycle to work?					
Are there designated areas to store bikes and personal items like gym bags?					
Do you have access to lockers and/or showers at your workplace?					
Do you have access to fitness equipment or classes at your workplace?					
Are there opportunities for employees to participate in organized walks or runs?					
Have you negotiated discounts for employees who wish to exercise at an offsite fitness facility?					
Do you allow workers to take "fitness" breaks, stretch breaks or allow them to extend lunch for physical activity beyond regular breaks?					
Do your employees get adequate exercise at work as part of their job?					
Do employees participate in company sponsored team sports/activities?					
Are there paths or trails near your worksite?					
Do you have areas mapped, indoors and/or outdoors, to encourage walking and physical activity at your workplace?					
Does your worksite sponsor or pay for participation in local fun runs/walks?					
Does your worksite provide physical activity or exercise messages to employees, such as posters or brochures?					
Do your employees have the flexibility to stand at their desks or sit on an exercise ball?					
Are walking meetings or standing meetings encouraged?					
Are workstations ergonomically supportive for your employees?					
Physical Activity Environment Score (add number of items in each column)					

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Nutrition Environment	Yes	No	Considering	Unsure	N/A
Are resources available to help employees learn more about proper nutrition?					
Do you have a cafeteria, snack bar, or catering truck that is available at your worksite?					
Are healthy food alternatives such as fruits, vegetables, whole grains breads, healthy beverages available to employees regularly?					
If you have a cafeteria, do your food providers use healthier food preparation practices in the cafeteria (steaming, low-fat/salt substitutes, limited frying)?					
Do employees have access to a microwave at work?					
Do employees have access to a refrigerator at work?					
Do you have vending machines on site?					
Are fruits (dried or fresh), vegetables, low-fat snacks, or other healthy food alternatives available in the vending machines?					
Does your worksite provide healthy eating messages to employees, such as posters or brochures?					
Does your worksite provide labels (e.g. 'low fat', 'light', 'heart healthy') to identify healthy food alternatives?					
Do you provide nutritious food and beverage options at company meetings and events?					
Do you have a healthy vending policy?					
Do you have a healthy holiday gift policy?					
Do your employees have access to free water?					
Nutrition Environment Score (add number of items in each column)					

Tobacco-free Environment	Yes	No	Considering	Unsure	N/A
Do you provide tobacco cessation programs for your employees?					
Do you have restrictions such as no smoking near company buildings, in company vehicles, or on company property?					

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Do you promote free community resources to offer employees support in quitting, such as 1-800-QUIT-NOW?					
Do employees have access to cessation aids or Nicotine Replacement Therapy (NRT)?					
Are supportive services available, such as peer support groups, coaching or mentoring?					
Tobacco-free Environment Score (add number of items in each column)					
Wellness Environment	Yes	No	Considering	Unsure	N/A
Do you encourage employees to get their preventive screenings each year?					
Do you pay for onsite health screenings?					
Do you have a wellness team/committee?					
Do you allow health promotion programs to be provided on company time?					
Do you know how your wellness initiative will be measured for success?					
Do you have a wellness strategy?					
Do you have top leadership support?					
Do supervisors and managers support workplace wellness?					
Do you monitor unscheduled absences?					
Do you analyze health claims reports?					
Do you analyze prescription claims?					
Wellness Environment Score (add number of items in each column)					
Financial Guidance	Yes	No	Considering	Unsure	N/A
Do you offer resources (workshops, seminars, training) on retirement planning?					
Do you offer resources (workshops, seminars, training) on getting out of debt?					

2019 WELL-BEING INVENTORY

Do you offer resources (workshops, seminars, training) on buying a house, car or other big purchase items?					
Do you offer resources (workshops, seminars, training) on estate planning?					
Financial Guidance Score (add number of items in each column)					
Career Well-being	Yes	No	Considering	Unsure	N/A
Do you offer tuition reimbursement?					
Are there opportunities for advancement at your workplace?					
Do employees have opportunities for professional growth?					
Are staff encouraged to set professional and personal goals?					
Are positive achievements celebrated in your workplace?					
Do you offer recognitions, such as 'Employee of the Month', to celebrate success of staff members?					
Do you celebrate milestone markers of company anniversaries?					
Do you offer paid parental leave?					
Do you include off-site or remote workers in your wellness program?					
Is it possible for employees to work a flexible schedule if needed?					
Career Well-being Score (add number of items in each column)					
Social Well-Being	Yes	No	Considering	Unsure	N/A
Are staff social events organized and offered?					
Do you promote all aspects of diversity to create a culture of social acceptance?					
Does your workplace participate in environmentally-friendly practices, like recycling?					

Do you have a peer mentor program or social network that allows employees to ask questions and get help from other employees?					
Do you consider diversity and inclusion in your wellness program offerings (race, sex, age, ethnicity, sexual orientation, etc.)?					
Are employees allowed flex-time for family and/or social engagements during the workday?					
Are family members included in the wellness initiatives of your workplace?					
Social Well-being Score (add number of items in each column)					
Emotional and Mental Well-being	Yes	No	Considering	Unsure	N/A
Does your workplace offer an Employee Assistance Program (EAP)?					
Are opportunities available for employees to learn how to better manage stress?					
Are employees able to utilize flexible time for wellness, personal or mental health days off work?					
Do you train managers/supervisors/leadership on the importance of an emotionally and mentally healthy workforce and how to achieve this?					
Does your organization encourage regular breaks and opportunities to step away from desks?					
Do your employees understand how what mental well-being benefits (counseling, massages, alternative therapies, etc.) are covered and how to access them?					
Do you promote family-friendly policies and practices, such as complying with the federal lactation accommodation law or offering childcare options for employees?					
Does your organization take proactive steps in combating the stigma of mental health?					
Emotional and Mental Well-being Score (add number of items in each column)					
Substance Misuse	Yes	No	Considering	Unsure	N/A
Does your organization currently drug test employees regularly?					
Do you have a process for applicants who test positive for substance misuse, but are otherwise qualified for a position?					

Do you have policies allowing the use of Medication Assisted Treatment (MAT) by employees?					
Do you have a comprehensive drug-free workplace policy?					
Do you educate employees on safe prescription use?					
Does your employee medical insurance cover alternative pain treatments (i.e. massage, acupuncture, chiropractic)?					
Do you know where to refer an employee or their spouse who needs assistance for substance use disorder?					
Are your supervisors trained on how to detect signs of substance misuse?					
Do you have a second chance policy in the event of a failed drug test? ("Second chance" employee must be seen by a qualified drug/alcohol professional, satisfactorily cleared for duty, and pass another drug test before returning to duty).					
Substance Misuse Score (add number of items in each column)					
Community Well-Being	Yes	No	Considering	Unsure	N/A
Are there opportunities for your workplace to get involved in community outreach or community service?					
Does your organization participate in or host community events?					
Does your organization offer employees paid time to volunteer in the community?					
Does your organization have a charitable partnership with community organization(s)?					
Does your organization have a Corporate Social Responsibility (CSR) campaign?					
Community Well-being Score (add number of items in each column)					