

Workplace Wellness



Workplace Wellness: Keeping Your Healthy Employees Healthy

There is plenty of research stressing the importance of helping your employees get into shape, eat right, exercise and stop smoking. But it is equally important not to forget about supporting and encouraging those employees who already lead a healthy lifestyle. Here are some ways to help ensure your healthy employees remain that way:

- Establish a smoke-free environment in and around your company's facility. This will keep all employees from being exposed to secondhand smoke and will not put those who are allergic to smoke in harm's way.
- Create an environment that promotes physical activity throughout the workday.
 - Build an on-site fitness facility, which will make it easier for those who already exercise to keep up their routine. If you cannot build a fitness facility on your grounds, consider offering discounted memberships to local health clubs.
 - Promote the use of nearby walking or biking trails during lunchtime.
- Offer healthy food in the workplace to promote more health-conscious employees.
 - Offer healthy food options in vending machines and provide healthy foods during conferences, meetings and work-sponsored events.
 - Provide a fast-food guide for employees outlining healthy and unhealthy options when they must grab lunch on the go.
 - Provide a reusable lunch bag to encourage employees to bring lunch from home, which is generally healthier than food purchased from a restaurant.
 - Provide water coolers or reusable water bottles for your employees to encourage them to drink water throughout the day.
- Make modifications and upgrades to your employee's workstations to create a more ergonomic environment. Conduct workstation assessments to learn more about each employee's working environment (including placement of the computer monitor, keyboard and mouse, quality of lighting and chair mechanics). Then, take steps to improve their workstation to fit their individual needs.
- Recommend that employees take three minutes out of every hour to stand up and stretch. This will give them time to relax their minds for a moment and move their body.



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Workplace *Wellness*

- Create an environment that reduces your employees' stress.
 - Provide employees with the necessary tools to get their jobs done effectively.
 - Offer mentoring, coaching and peer support groups to minimize stress. In addition, offer confidential counseling services to provide your employees with an outlet for releasing any anxiety they may have about their work and/or family lives.
 - Provide educational classes or resources with tips for reducing stress at the workplace and in general.
- Emphasize safety when driving on company business to avoid traffic-related accidents, one of the leading causes of death among workers. Implement a policy requiring employees to wear their seat belts, especially when driving on company time and/or in a company-owned vehicle.
- Enforce emergency procedures within your facility. Devise emergency procedures for employees to follow during fires, bomb threats, natural disasters, information system failures, violent situations, disease outbreaks and terrorism incidents. Provide detailed information about these procedures to your employees so they will be well-informed in the event of an emergency.
- Offer a well-balanced benefit plan. Provide your employees a wide range of benefits to assist in all aspects of their lives such as health, dental and vision coverage, maternal/paternal family leave, paid time off, retirement planning, etc. Employees will worry less when they feel secure in their coverage.
- Create a clean working environment.
 - Monitor your facility's heating, lighting and ventilation systems to ensure that they are in proper working order. Pollutants from malfunctioning systems can cause illness in otherwise healthy individuals.
 - Sanitize your facility often to reduce dust and allergen particle buildups in the workplace and to cut down on allergic reactions and illness outbreaks.