

# District 2 Employee Health and Wellness Policy

Revised 7/11/16

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The goal of the District 2 Employee Health and Wellness Policy is to encourage all employees to optimize their health and fitness. All District 2 Public Health campuses will support an environment that promotes individual and group physical activity, healthy meals and snack choices, and discourages unhealthy practices.

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## **Goal 1: Increase physical activity among all District 2 Public Health Employees**

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Each employee will be allotted 30 minutes per day for wellness activities in coordination with current job responsibilities and permission from their immediate supervisor. The 30 minutes will be in the form of two 15 minutes breaks or one 30 minute break. The wellness breaks replace the normal allotted break periods. Wellness breaks may be used for physical activity, health and wellness training or other options available as identified by the District 2 Employee Wellness Committee.

District 2 Public Health will support environmental changes at all health department campuses to ensure safe indoor-outdoor physical activity options. These changes include but are not limited to walking route maps, exercise stations, and tools such as pedometers to gauge mileage, steps, etc.

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## **Goal 2: Increase fruit and vegetable consumption among all District 2 Public Health Employees**

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Healthy vending machines will be installed in District 2 office, providing employees with the opportunity to access healthy foods, such as fruits and vegetables, with relative ease. All district employees and visitors will have access to these machines. Promotional materials will be displayed throughout office to promote this campaign and to prompt employees to eat a healthier diet.

District 2 will also encourage the selection of healthier foods for the catering of sponsored events. Examples of healthy food providers will be given by Health Promotion Coordinator to those in charge of purchasing food. These examples will include a salad bar, vegetable plates, fruit plates, and healthy drinks (i.e. 100% fruit juice, water, low-fat milk).

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**Goal 3: Increase health assessments and wellness checks among all District 2 Public Health Employees**

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Each employee will be encouraged to take advantage of regular health risk assessments offered by their health insurance programs, as well as the customized recommendations provided by those assessments, and to see their healthcare provider regularly for health maintenance visits. Health and wellness best practice tips will be communicated through periodic electronic newsletters to foster communication and discussion among District 2 employees.

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David N. Westfall, M.D., MPH, C.P.E.  
District Health Director

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Date

## **District 2 Employee Health & Wellness Participation Agreement**

*(Effective 06/01/2009)*

I have read the District 2 Employee Health & Wellness Policy and desire to participate in the Worksite Wellness Program.

- I understand that “wellness breaks” like other breaks are a privilege that if abused can be revoked.
- I understand that my participation in the Worksite Wellness Program can not interfere with regularly scheduled work or daily operations of my workplace.
- I understand that I may utilize (30) thirty minutes in the form of one break or (2) two fifteen minute breaks as determined by my supervisor who will work with me to facilitate my participation in the Worksite Wellness Program.
- I understand that “Wellness breaks” may be taken in place of (not in addition to) other breaks.

**I understand that my participation in the District 2 Employee Worksite Wellness Program is strictly voluntary and is not required by *nor* is it a condition of my employment. Therefore, District 2 Public Health and Amerisys (Worker’s Compensation) are relieved of liability from any injury which might be sustained as a result of my participation in activities associated with the Worksite Wellness Program.**

**Employee’s signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Supervisor’s signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_