



Employer Assessment and Action Plan

Assessment is an important step in planning and ongoing development of a healthy workplace. You can't set goals and forge a successful path to those outcomes without knowing where you are at the start.

Our simple assessment is comprised of 8 questions that help evaluate progress towards documented best practices. Next to each question on the following pages you'll find suggested resources and space to plan how you'll move further towards the best practice, if needed.

It is our intention that you'll revisit the assessment periodically (semi-annually, annually, biennially) to reassess, reprioritize, and refine your goals and activities. You'll find additional materials to inspire and support your efforts in our [Resource Hub](#) and [Blog](#).

Our assessment is intentionally simplified, but more comprehensive assessment tools are available, if desired, through these highly esteemed sources as well as others: [Centers for Disease Control and Prevention](#) and [Wellness Council of Indiana](#).



Workplace Wellness

We will institute or continue our workplace wellness program.

Standard	Assessment – where are your policies and practices right now?	Result
A worksite wellness program is in place and will continue.	<input type="radio"/> Yes	Congratulations!
	<input type="radio"/> No	Ideas to get started: Three Steps to a Healthy Workplace What's Your Action Plan:



Eat and Drink Healthy

We will promote healthy food options for our employees at our worksite and at company events and meetings.

Standard	Assessment – where are your policies and practices right now?	Result
<p>All business meetings, conferences, and catered events offer healthy-choice menus, snacks, and beverages.</p>	<input type="radio"/> Yes	<div style="background-color: #00AEEF; color: white; padding: 5px; display: inline-block;">Congratulations!</div>
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> Healthy Meeting Toolkit Healthy Workplaces Toolkit pp. 27-28 <p>What’s Your Action Plan:</p>
<p>All vending machines, cafeterias, or other food venues frequented by employees meet at least <i>one</i> of these criteria:</p> <ul style="list-style-type: none"> offer appealing, low-cost fruits and vegetables replace some or all sugar-sweetened beverages with appealing, low-cost, beverages that are not sugar-sweetened have visible labels that identify serving size and/or nutritional content 	<input type="radio"/> Yes	<div style="background-color: #00AEEF; color: white; padding: 5px; display: inline-block;">Congratulations!</div>
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> Four Strategies to Increase Healthy Eating in the Workplace Healthy Workplaces Toolkit pp. 31-43 <p>What’s Your Action Plan:</p> <ul style="list-style-type: none"> position healthier choices at eye-level and unhealthier choices in less favorable positions price non-nutritious foods at higher cost; reduce prices of healthier choices
<p>Breastfeeding support practices include <i>at least three</i> of the following (* items are required by Indiana statute for employers with 25 or more employees):</p> <ul style="list-style-type: none"> Reasonable effort to provide a private location not a toilet stall for expressing breast milk; Reasonable effort to provide cold storage for expressed milk; Written policy specifying schedule options to accommodate milk expression; 	<input type="radio"/> Yes	<div style="background-color: #00AEEF; color: white; padding: 5px; display: inline-block;">Congratulations!</div>
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> Indiana Healthy Worksite Toolkit Policy for Supporting Breastfeeding Employees <p>What’s Your Action Plan:</p> <ul style="list-style-type: none"> Lactation room is near a hygienic sink for equipment cleaning All employees receive education regarding breastfeeding support, policies, and practices



Get Active

We will promote opportunities for our employees to be physically active during the work day.

Standard	Assessment – where are your policies and practices right now?	Result
<p>Improve the “culture of health” beyond current levels by completing at least <u>one</u> of these activities:</p> <ul style="list-style-type: none"> • Strengthen engagement at all levels of management and staff that promotes worksite physical activity • Add or strengthen written policies that support worksite physical activity • Make an improvement to facilities or grounds that adds or strengthens options for worksite physical activity • Initiate or expand monetary incentive programs that reward physical activity 	<input type="radio"/> Yes	<div style="background-color: #00AEEF; color: white; padding: 5px; display: inline-block;">Congratulations!</div>
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> 1. Indiana Healthy Worksite Toolkit, pp. 26-32, 33-44 2. 5 Simple Steps to Increase Physical Activity at Work 3. Healthy Workplaces Toolkit pp. 45-89 <p>What’s your action plan:</p>



Teach Healthy Habits

We will encourage our employees and their families to promote healthy habits at home.

We will participate in and promote healthy community activities through volunteer programs, sponsorships and other leadership efforts.

Standard	Assessment – where are your policies and practices right now?	Result
Sponsor, host, or organize at least <i>one</i> program or activity that promotes <i>healthy eating for families.</i>	<input type="radio"/> Yes	Congratulations!
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> Nutrition and Physical Activity Fair Planning Guide Cooking Matters in Your Community <p>What's Your Action Plan:</p>
Sponsor, host, or organize at least <i>one</i> program or activity that promotes <i>physical activity for families.</i>	<input type="radio"/> Yes	Congratulations!
	<input type="radio"/> No	<p>Ideas to get started:</p> <ol style="list-style-type: none"> Nutrition and Physical Activity Fair Planning Guide Organize a Fitness Event <p>What's Your Action Plan:</p>
Commit to the community in at least <i>one</i> of the following ways: <ul style="list-style-type: none"> • Include community programs that promote healthy eating or increased physical activity in corporate giving, sponsorship, or other philanthropic efforts; • Challenge management and staff to play leadership roles with community organizations that promote healthy eating or physical activity 	<input type="radio"/> Yes	Congratulations!
	<ul style="list-style-type: none"> • Encourage employee volunteerism with community organizations or programs that promote healthy eating or physical activity 	<input type="radio"/> No