

Explanation of the Toolkit

March 29, 2016

Dear Employer:

Thank you for taking the time to open this toolkit. The toolkit outlines five steps to create and sustain a comprehensive worksite wellness program: **Build, Assess, Plan/Create Policy, Implement and Evaluate**. This toolkit outlines the steps; giving employers, such as yourself, resources and basic information necessary to adapt the framework to the needs of your worksite. With items from this toolkit, as well as support from staff of the “Healthy Delta Worksite Wellness Challenge” and “We Choose Health – Southernmost Illinois”, you will have resources to develop, implement and enhance your worksite wellness program. You will be able to customize a program to improve employee health and reduce health care costs at your worksite.

By reviewing this toolkit you will learn the business case for worksite wellness programs, ways to gather data to plan a program and evaluate success, how to set up an employee wellness team, how to motivate employees to engage in healthy behaviors, and how to develop programs and activities to keep your worksite healthier and more productive for the long-term.

This is the first release of a “living toolkit” — one that we will update continuously with new research, evidence-based practices and wellness tools and resources.

Please remember: A comprehensive worksite wellness plan that includes and sustains all five steps produces the best health outcomes and most significant health care cost reduction benefits. We hope you will use this toolkit to support your worksite’s wellness goals and our shared vision for a healthier Southern Illinois.

Funding for the Health Delta Worksite Challenge and this toolkit comes from the Delta Regional Authority Healthy Workforce Challenge. Staff of Southern Illinois University School of Medicine – Center for Rural Health and Social Service Development, Jackson County Health Department, and Egyptian Health Department have worked together on the development of this toolkit. We have reviewed many other toolkits from other State’s such as Colorado and have adapted materials to fit our needs.

If you are ready to get started on creating a healthier worksite, please contact us. We want to join you in making “the healthy choice the easy choice”. Start by reading the document that outlines the steps for beginning your comprehensive worksite wellness program: **Build, Assess, Plan/Create Policy, Implement, and Evaluate**

Sincerely,
Staff of:

**SIU School of Medicine
Center for Rural Health
and Social Service
Development**
Jeff Franklin
618-453-1251
jfranklin@siumed.edu

**Jackson County Health
Department**
Michelle McLernon
Lea Crabtree
618-684-3143
michellem@jchdonline.org
leac@jchdonline.org

**Egyptian County Health
Department**
Phyllis Wood
618-273-3326
pwood@egyptian.org