

## Osceola County School District of Osceola County (OCSD)

### Employee Wellness Program Work Plan 2009-2010

**Goal # 1 Increase the number of OSCD employees by 500 that are engaged in wellness activities and know and understand numbers**

**(Blood Pressure, cholesterol, glucose and that practice preventive health care)**

**Objective: Promote healthy lifestyles for the prevention and control of heart disease and chronic illnesses**

Action Steps	Person Responsible	Activities	Start	Finish	Evaluation	Status/Progress
<p>Identify OSCD employees at risk for heart disease and engage them in wellness activities</p> <p>Organize sessions specifically for transportation employees (Driver's Health)</p> <p>Recruit wellness partners to provide screenings and services at wellness fairs and wellness events</p>	<p>Employee Wellness Specialist (EWS)</p> <p>School Wellness Coordinators(SWC)</p> <p>Cigna Health Consultant EWS</p>	<ul style="list-style-type: none"> <li>Encourage employees to complete Health Risk Assessments(HRAS)</li> <li>Encourage employees participation in wellness fairs and screening events</li> <li>Organize wellness events that can be used as a vehicle to promote healthy lifestyles and disease prevention and disease control</li> <li>Target the OSCD Transportation Employees with driver health promotions</li> <li>Network in community to locate businesses willing to provide health screenings, services and discounts for school district employees.</li> </ul>	July 1, 2009	June 30, 2010	<p>CIGNA will generate a reports for DOH-Heart and Stroke Program that includes the # of participants enrolled in online/telephonic wellness programs and the # of employees that completed HRAs</p> <p>Cigna will provide an aggregate report of prevalent chronic conditions for program and event planning.</p> <p>Businesses, Hospitals and practitioners that provide screenings at wellness events, will supply a report of the number of employees screened and abnormal results. As a part of our agreement, it will require that there is a referral process in place for abnormal/critical results.</p>	
<p>Promote OCSD Employee Wellness Program and activities via intranet benefits corner, health info center, website, posters, flyers at schools and district worksites</p> <p>Report annually to school district leadership about State of wellness &amp; wellness activities to assure support and commitment to wellness program.</p>	<p>EWS</p> <p>SWC</p> <p>Cigna Health Consultant</p>	<ul style="list-style-type: none"> <li>Enroll OSCD employees at risk for and/or have heart disease in: online programs, wellness classes and wellness activities</li> <li>Provide annual "state of wellness" presentation and report to school board members, superintendent and other district leadership members.</li> </ul>	July 1, 2009	June 30, 2010	<p>Maintain the rosters/sign- in sheets of wellness activities and classes</p> <p>Maintain copies of reports , meeting minutes and presentation provided at school board meeting about wellness activities and the state of wellness</p>	
<p>Install HIC at 3 new schools and utilize health information centers already installed at school and worksites</p>	<p>EWS</p> <p>SWC</p>	<p>Order and supply brochures and posters for 48 HIC. Create a calendar that will contain monthly health observances along with heart health information, and requirement for keeping HIC current.</p>	July 1, 2009	June30 ,2009	<p>SWC will report utilization of health information centers</p> <p>Employees will also be surveyed to measure satisfaction with health information disbursed in HIC as well as their increase of health knowledge.</p>	

## Osceola County School District of Osceola County (OCSD)

### Employee Wellness Program Work Plan 2009-2010

**Goal # 2 Increase the number of OSCD Employees by 500 that engage in regular physical activity**  
**Objective: Promote physical activity for the prevention and control of heart disease and chronic illnesses**

Action Steps	Person Responsible	Activities	Start	Finish	Evaluation	Status/Progress
<p>Organize Adult Fitness events: to include 3 / 4 week Boot camps, Zumba classes, exercise classes, bowling and basketball leagues within district at schools and worksites.</p> <p>Enroll employees that are at risk or who have heart disease in fitness programs</p> <p>Encourage the utilization of the-measured walking paths</p>	<p>Employee Wellness Specialist (EWS)</p> <p>School Wellness Coordinator (SWC)</p> <p>Fitness Consultant</p>	<p>Conduct pre-evaluation measurements of biometrics; height/weight, body composition, blood pressure, BMI, waist circumference of program participants</p> <p>Schedule activities, dates, times and locations for adult fitness and walking programs</p> <p>Activities will be marketed via posters, emails, school &amp; staff announcements and school wellness coordinators</p> <p>Distribute a calendar of community activities and events that can be used to promote and support adult fitness</p> <p>Provide take the step campaigns and wear sneaker to work day to bring awareness about importance of physical activity</p>	July 1, 2009	June 30, 2010	<p>Maintain list and enrollment forms of employees that enroll in the Adult Fitness and Walking Programs</p> <p>Have participants complete success stories sharing progress including changes in biometric measurements</p> <p>Maintain Rosters and sign-in sheets</p>	
<p>Recruit fitness consultant and nutritionist to provide wellness seminars</p> <p>Recruit additional community partners to assist with fitness &amp; wellness activities</p>	<p>EWS</p> <p>SWC</p> <p>Fitness Consultant</p> <p>Community Partners</p> <p>Curves, YMCA, City of Kissimmee and Osceola Health Dept)</p>	<p>Schedule fitness consultant to give presentations: benefits of physical activity, proper techniques, staying motivated, office exercise and healthy nutrition</p> <p>Establish agreements with community partners to offer discounts and special promotions and donated services for school district employees.</p>	July 1, 2009	June 30, 2010	<p>Maintain the rosters/sign- in sheets of seminar participants</p> <p>Maintain copies of established MOA and letters of support/commitment with Community partners, fitness consultants and nutritionists, local hospitals, businesses that agree to work with SDOC employee wellness program. These cultivated partnerships and commitments to work with school District's wellness program will be a part of the sustainability plan.</p>	

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**Goal # 3 Train the Trainers sessions for 8 facilitators of “Your Heart Your Life” Community Heart Health Educator Project  
Objective: Promote Heart Health and Healthy Lifestyle for the Prevention and Control of Heart Disease**

Action Steps	Person Responsible	Activities	Start	Finish	Evaluation	Status/Progress
Identify school volunteers, parent liaisons and PTA/SAC who are interested and willing to do the train the trainer sessions	Employee Wellness Specialist  Community Health Educators (CHEs)	Announce training opportunity for “Your Heart Your Health” at school wellness coordinators meeting and identify coordinators that are willing to sign up for training CHE will assist with the identification of additional school staff interested in completing the training Have coordinators sign agreements to complete training and conduct classes at schools	July 1, 2009	June 30, 2010	The # of school volunteers, SAC & PTA members that signed up for training sessions  The # of agreements signed by school volunteers	
Organized training sessions  Identify locations for training	Employee Wellness Specialist CHE	Provide the train the trainer sessions for the coordinators that signed up for the health educator training (12 -1 hour training sessions) CHEs will assist with training sessions	July 1, 2009	June 30, 2010	Maintain the rosters/sign- in sheets of Participants that attend sessions.	
Establish dates & times for training	Employee Wellness Specialist	Assist with and support school efforts with the promotion and organizing of the “Your Heart Your Life” sessions.	July 1, 2009	June 30, 2010	Maintain rosters/sign-in sheets of school’s workshops. Copies of flyers and promotion items used to promote school events	