



WELLNESS LIVES HERE

Health Champion Designation Criteria

Revised 5-15-17

Nutrition, physical activity and a sense of organizational well-being are important components of health and wellness within an organization. Organizations meeting the Wellness Lives Here™ Health Champion criteria requirements will receive the designation. Those organizations that participate in the Step Out Walk to Stop Diabetes® and/or Tour de Cure® will receive an Elite Health Champion Designation. For multi-site applications, all sites must meet the same criteria or apply separately.

Mandatory criteria for completing the application:

1. The applying site has established a smoke free workplace policy to reduce exposure to secondhand smoke in the workplace.
2. The applying site must have a minimum of 10 employees/members
3. The applying site must not tie biometric screenings/data or the achievement of certain health outcomes to eligibility for financial incentives including discounts on health insurance premiums.
[Please provide written summary of your program's collection and use of biometric health data.]

Applicants need to describe how they meet the criteria selected.

HEALTHY LIVING: NUTRITION AND WEIGHT MANAGEMENT

Your site must meet five (5) or more criteria in Nutrition and Weight Management.

1. At organization-sponsored meals we require that the majority of foods offered are healthy choices such as fruit, vegetables, salad, low fat dairy, whole grains, lean protein, minimize foods with added sugars, fat, or limited nutritional value. [1,000 character description]
2. Our organization cafeteria or café offers healthier choices to include lean protein and vegetarian options, a whole grain option, 1 raw salad, 1 steam/baked/grilled vegetable made without fat/oil, 3-4 fresh fruit options, offer low-fat or fat-free dairy options, offer low-sodium options, offer a free water opportunity. [1,000 character description] **Please attach an image of the cafeteria or café menu.**
3. Our vending machines have 50 percent of food offerings that meet the model beverage and food vending machine standards (Snack Food Standards: no more than 200 calories per packaged item, no more than 35% calories from fat, no more than 10% from saturated fat, 0 grams trans- fat, no more than 35% of calories from total sugar, and a maximum of no more than 10 grams of total sugars in the product, no more than 200mg of sodium, sugarless chewing gum can be sold without having to meet the above nutrition standards, other exceptions would include packages with 100% nuts and seeds, and yogurt which should contain no more than 30 grams of total sugars per 8-ounce container) [1,000 character description] **Please attach an image of the vending machine food items or provide a list if available.**
4. Our vending machine beverage options have 50 percent of beverage options that meet the model beverage and food vending machine standards (water, including carbonated water (no added caloric sweeteners); coffee or tea with no added caloric sweeteners (if condiments provided; sugars and sugar substitutes are provided and milk/creamer products that have less fat than cream are provided); fat-free or 1% low-fat dairy milk or calcium- and vitamin-D fortified soymilk with less than 200 calories per container; 100% fruit juice combined with water or carbonated water (limited to a maximum of 12-ounce container; no added caloric sweeteners); 100% vegetable juice (limited to a maximum 12-ounce container, no added caloric sweeteners, and ≤ 200 mgs of sodium per container); and low-calorie beverages that are ≤ 40 calories per container. [1,000 character description] **Please attach an image of the vending machine beverage items or provide a list if available.**



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5. We provide coffee and tea service and/or access to free drinking water in our offices. For coffee/tea service our condiments include sugar substitutes and milk/creamer products that have less fat than cream. [1,000 character description]
6. Our cafeteria or menu boards provide nutritional information. [1,000 character description] **Please attach an image of your menu board if available.**
7. We encourage healthy eating by providing information to employees on healthy eating choices or nutritional tips including nutritional guidebooks or resources from the American Diabetes Association to encourage healthy eating in the workplace and/or at home. [1,000 character description] **Please list the resources.**
8. Our employee web portal or wellness newsletters include healthy recipes or other information or resources on nutrition to encourage healthy eating in the workplace and/or at home. [1,000 character description]
9. We provide information to employees about restaurants in the area that offer healthy choices. [1,000 character description] **Please include the information that is provided.**

HEALTHY LIVING: PHYSICAL ACTIVITY

Your site must meet four (4) or more of the following criteria in physical activity. Your site must communicate with employees about alternative physical activities to ensure participation is accessible to all employees to ensure that your organization is considering modifications/accommodations for employees who cannot perform specific physical activities because of a disability.

1. We participate in the physical activity events of the American Diabetes Association such as the Step Out: Walk to Stop Diabetes and/or Tour de Cure at all applying sites. [1,000 character description]
2. We offer alternative resources of alternative physical activities to ensure participation is accessible to all employees. **Please attach a list/provide examples of these resources.**
3. We provide alternative workspaces and/or integrate walking into work activities, examples include walking meetings, scheduling brief walking breaks during all day meetings, walking work stations shared resource room or individual walking work stations, and/or standing desks. [1,000 character description]
4. We make the stairs accessible and encourage use of the stairs. [1,000 character description]
5. We bring in fitness classes to our site, such as yoga, stretching, aerobics, or other. [1,000 character description]
6. We conduct an annual organizational fitness challenge or participate in the American Diabetes Association's National Get Fit Don't Sit Day (Examples could include a team walking challenge where miles are tabulated, a team or company walk to a destination challenge such as "walk around the world," a team/point-based challenge around exercising 30 minutes daily, a company stair climbing competition with points for stairs walked, etc.), as well as promote and encourage walking with walking groups, walking challenges or organized walks, as well as biking while providing accessible bike racks, biking clubs, and/or a bike day. [1,000 character description]
7. Our location includes an onsite indoor and/or outdoor physical activity facility or resources (such as weight room, basketball court, walking track or marked pathway). [1,000 character description]
8. We subsidize or reimburse off site fitness classes, gym costs, and/or other related costs for employees. [1,000 character description]



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HEALTHY LIVING: ORGANIZATIONAL WELL-BEING

Your site must meet the first criteria (coaching around wellness or disease management) and meet three (3) additional criteria in organizational well-being.

1. Our organization provides employees with individual or group coaching around a wellness or disease management, such as nutrition, physical activity, smoking cessation, stress management, and/or diabetes. [1,000 character description]
2. Our organization has a designated wellness program coordinator, a wellness committee, or a contracted wellness company to be available to staff/members for consultation. [1,000 character description]
3. Participation in our wellness program is voluntary. [1,000 character description] **Is your wellness program tied to monetary incentives?**
4. Our organization has integrated health topics and/or wellness offerings and information into internal communications separate from our wellness program. [1,000 character description]
5. Our CEO and/or other organizational leadership promote engagement in wellness activities and acknowledges/celebrates success. (Examples include leadership recognizing employees who have walked ≥ 10,000 steps per day for a specific period of time, lost weight, or quit smoking.) [1,000 character description]
6. Our organization offers employees/members an annual health and wellness event or fair. [1,000 character description]
7. Our organization offers employees/members annual health risk assessments which are used solely to help the employee/member identify health risks. [1,000 character description]
8. Our organization offers financial incentives for completion of a health risk assessment, but does not penalize employees/members who choose to not answer questions about personal health conditions. [1,000 character description]
9. Our organization uses the wellness resources provided by the American Diabetes Association. Resources found on the following website: <http://www.diabetes.org/in-my-community/wellness-lives-here/stop-d-at-work/physical-activity.html> [1,000 character description]
10. Our organization offers facilities (i.e., lockers, showers) either at or through an exercise facility or office space supported by our organization, for employees/members who exercise in the workplace. [1,000 character description]
11. Our organization provides support to employees looking to adopt a healthier lifestyle such as an employee assistance program, or other resources. [1,000 character description]

INNOVATION

Beyond the criteria above, if your organization is doing something innovative or has measurable outcomes from a program you are implementing, we are interested in learning more. Please share details about what you are doing and/or your results. [2,500 character description]