



Training Employers | Promoting Health | Maximizing Performance

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CDC Work@Health™ Trainee KAB Survey

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Respondents/Sources	Method	Content	Timing	Respondents	Time per Respondent	Burden
Trainees Participating in the Work@Health™ Program (Hands-on, On-line or Blended Model)	Work@Health™ Trainee KAB Survey (conducted online by PHMC)	<ul style="list-style-type: none"> • Program description • Employee participation • Challenges and motivators 	2 times: One month before training; 12 months after training	1080	20/60	360 hours

This is a planned online survey of employers who are participating in the Work@Health™ program. Work@Health™ is an employee-based training on the design, implementation, and evaluation of [workplaceworksite](#) health and wellness programs. This survey will be administered prior to and after the training has been completed in Winter 2014 to evaluate the effectiveness of the Work@Health™ training session.

Introduction

The Centers for Disease Control and Prevention (CDC) has developed Work@Health™, a [workplaceworksite](#) health/wellness training and technical assistance program for employers. Your [workplaceworksite](#) has been chosen to participate in Work@Health™. We are excited to welcome you to the Work@Health™ training! As a participant of Work@Health™ we ask that you complete the attached survey so that we can learn more about your involvement with your organization's [workplaceworksite](#) health programs and your familiarity with [workplaceworksite](#) health programs. **For the purposes of this survey, a [workplaceworksite](#) health program is defined as a coordinated and comprehensive set of health promotion and protection strategies implemented at the [workplaceworksite](#), that includes programs, policies, benefits, environmental supports, and links to the surrounding community designed to encourage the health and safety of all employees.**

Informed Consent

Before you get started, we'd like to give you some more information to help you decide whether or not you would like to participate.

- This project is funded by the Centers for Disease Control and Prevention (CDC). Many parts of this project are being managed by the ASHLIN Management Group (ASHLIN). ASHLIN is a private sector consulting firm with a focus in the area of health and human services based in Greenbelt, MD. They are helping CDC implement the Work@Health™ program. The Public Health Management Corporation (PHMC), a non-profit, public health institute located in Philadelphia, PA and part of the ASHLIN Team designed this survey.
- You are being asked to complete the survey because you will be participating in the Work@Health™ training.
- Your participation is voluntary, and you may skip any questions you do not want to answer. You may also choose to end the survey at any time.
- The survey is designed to take about 20 minutes.
- There are no right or wrong answers or ideas – we want to hear about YOUR experiences and opinions.
- All of the comments you provide will be maintained in a secure manner. We will not disclose your responses or anything about you unless we are compelled by law. Your responses will be combined with other information we receive and reported in aggregate as feedback from the group. In our project reports, your name and your employer's name will not be linked to the information or comments you provide.
- There are no risks or benefits to you personally for participating in this survey.
- CDC is authorized to collect information for this project under the Public Health Services Act.
- We are interested in your comments so that we can improve the Work@Health™ program for future participants. If you have any questions, you can contact Kristin Minot. Her phone number is 215-985-2519 and her email is Kristin@phmc.org.

Let's get started! First we would like to learn about your opinions, attitudes, and knowledge about workplace health. Your responses will help us tailor the Work@Health™ trainings to meet your needs!

1. Please indicate to what extent you agree or disagree with each of the following statements about the role of [workplaceworksites](#) health programs.

	Strongly Disagree	Disagree	Neither disagree nor agree	Agree	Strongly Agree
It is an employer's responsibility to provide a workplaceworksites health program.	1	2	3	4	5
WorkplaceWorksites should provide help to employees to balance work and life responsibilities.	1	2	3	4	5
WorkplaceWorksites should provide help to employees to understand and manage chronic diseases.	1	2	3	4	5
WorkplaceWorksites health programs can be effective in helping employees to improve their health.	1	2	3	4	5

The next set of questions ask about your knowledge related to [workplaceworksites](#) health, the reasons for implementing a [workplaceworksites](#) health program, and strategies to support a [workplaceworksites](#) health program.

2. From an organization's perspective what are some reasons for supporting [workplaceworksites](#) health programs? Check all that apply.
 - a. Combat escalating healthcare costs
 - b. Improve productivity
 - c. Create a great place to work
 - d. The Affordable Care Act mandates that employers have [workplaceworksites](#) health programs
 - e. Don't know

3. What are the benefits to the employer that may be realized from a [workplaceworksite](#) health and well-being program? Check all that apply.
 - a. Lower employee absenteeism
 - b. Lower employee morale
 - c. Fewer disability and workers compensation claims
 - d. Fewer injuries on and off the job
 - e. A more engaged workforce
 - f. Lower health care spending
 - g. Don't know

4. Best practices in [workplaceworksite](#) health today are focusing on the social and physical work environments and their positive or negative influences on health behaviors.
 - a. True
 - b. False
 - c. Don't know

5. Which of the following are examples of productivity-related data sources? Check all that apply.
 - a. Hours per days lost to illness/non-illness related absences
 - b. Family Medical Leave Act Data
 - c. Recruitment costs
 - d. Pharmacy claim data
 - e. Premium cost data and trends
 - f. Don't know

6. All employee data collected through health assessments or biometric screenings should be kept completely confidential according to federal and state laws and, only reported in aggregate form for wellness planning purposes.
 - a. True
 - b. False
 - c. Don't know

7. Most employers can get a good "snapshot" of the [workplaceworksite](#) health needs of their employees by using what assessment tool? Check all that apply.
 - a. Satisfaction or needs assessments
 - b. Health assessments
 - c. CDC Worksite Health Scorecard
 - d. Disability claims
 - e. Family Medical Leave absences
 - f. Don't know

8. The Total Leadership Model includes what levels of leadership? Check all that apply.
- a. Health Promotion Staff or Manager
 - b. Senior Leadership
 - c. Lay Leadership
 - d. Middle or Supervisory Leadership
 - e. Don't know
9. A Health Promotion committee should have representation from which of the following groups?
- a. Benefits
 - b. Human Resources
 - c. Legal and/or Facilities Management
 - d. Unions
 - e. All of the above
 - f. Don't know
10. Which levels of leadership play a key role in implementing and enforcing policies? Check all that apply.
- a. Senior Management
 - b. Health promotion committee
 - c. Middle/Supervisory staff
 - d. Don't know
11. On average, small businesses pay about 18 percent more than large firms for the same health insurance policy.
- a. True
 - b. False
 - c. Don't know
12. [WorkplaceWorksite](#) health programs that provide health-plan related rewards to employees based on the status of their health are required to comply with certain HIPAA requirements.
- a. True
 - b. False
 - c. Don't know

13. Which of the following is **NOT** an environmental support that can be found in a healthy [workplaceworksite](#)?
- a. Stress management counseling
 - b. Healthy foods at meeting
 - c. Policies to encourage daily physical activity
 - d. Tobacco free campus
 - e. Don't know
14. Which element is **NOT** part of a communication audit? A communication audit is a review of all your communications tools, including an assessment of their effectiveness.
- a. Preferred learning styles
 - b. Demographics
 - c. Audiences
 - d. Needs or interests
 - e. Communications channels
 - f. Don't know
15. A [workplaceworksite](#) health program's communication plan should be planned at least _____ months ahead of implementation of a work place program.
- a. 3
 - b. 6
 - c. 12
 - d. 24
 - e. Don't know
16. Which of the following elements of a successful communication strategy articulates why a [workplaceworksite](#) health program exists and how it aligns with business objectives?
- a. Business case
 - b. Mission statement
 - c. Goals and objectives statement
 - d. Health assessment
 - e. Program plan
 - f. Don't know
17. On average, how long does it take for an employer to realize a return on investment (ROI) from a [workplaceworksite](#) health program?
- a. 1 year
 - b. 1-3 years
 - c. 3-5 years
 - d. 6 years
 - e. Don't know

18. Evaluation results should be reported to _____.
- a. Management
 - b. Employees
 - c. Staff/Health Promotion Committee
 - d. Vendors (if used)
 - e. All of the above
 - f. Don't know
19. A [workplaceworksite](#) health program's goals and objectives may be revised based on periodic program evaluations.
- a. True
 - b. False
 - c. Don't know
20. Which of the following core elements of [workplaceworksite](#) health programs removes barriers and promotes change?
- a. Benefits
 - b. Policies
 - c. Incentives
 - d. Don't know
21. A Health Promotion committee is best formed by asking for volunteers.
- a. True
 - b. False
 - c. Don't know
22. Which of the following tools would you use to identify specific program areas where you have the greatest opportunity for [workplaceworksite](#) health program success?
- a. Strengths, Weaknesses, Opportunities, Threats (SWOT)
 - b. Screening
 - c. Specific, Measurable, Attainable, Relevant, Time-bound (SMART)
 - d. Survey
 - e. Don't know

23. When measuring and tracking employee engagement rates, which metric is usually the most valid for reporting purposes?

- a. Registration rates
- b. Readiness to change
- c. Completion rates
- d. Attrition
- e. Don't know

24. A good option for small employers in one city/area is to combine resources to form a multi-organization wellness coalition.

- a. True
- b. False
- c. Don't know

25. Most [workplaceworksites](#) health programs are built best by using a full program approach rather than rolling out the program in sections.

- a. True
- b. False
- c. Don't know

The next section of the survey includes questions about your current feelings about implementing a [workplaceworksites](#) health program.

26. What are your top three concerns about implementing a comprehensive [workplaceworksites](#) health program?

27. How motivated are you to carry out the work required to implement or enhance a worksite health program at your place of employment?

- a. Not at all motivated
- b. A little bit motivated
- c. Somewhat Motivated
- d. Very motivated
- e. Extremely motivated

If you circled a,b, or c please answer the following question. If you circled d or e skip to question #29.

Circle all that apply.

28. My motivation is not high because:

- a. I do not have the necessary knowledge and skills
- b. I do not have a clear picture of what is expected of me
- c. I have other higher priorities
- d. I do not have the necessary resources to do it
- e. I do not have the human support to do it
- f. I am not required to do this
- g. I am not rewarded or recognized for doing this
- h. Other (please explain)

29. How **confident** are you in your ability to start or expand a [workplaceworksites](#) health program at your employer? (Circle one rating)

- a. Not at all confident
- b. A little bit confident
- c. Somewhat confident
- d. Very confident
- e. Extremely confident

If you circled a, b, or c, please answer the following question. If you circled d or e skip to question #31.

Circle all that apply.

30. My confidence is not high because:

- a. I do not have the necessary knowledge and skills.
- b. I do not have a clear picture of what is expected of me
- c. I have other priorities.
- d. I do not have the necessary resources to do it.
- e. I do not have the human support to do it
- f. I am not required to do this
- g. I am not rewarded or recognized for doing this
- h. Other (please explain):

31. How would you rate your proficiency in developing a workplaceworksite health program?

- a. I fully understand how to develop a workplaceworksite health program, can provide vivid examples and answer pertinent questions to demonstrate my knowledge, and can implement the program in my place of employment.
- b. I partially understand how to develop a workplaceworksite health program, can provide some examples and answer some questions to demonstrate my knowledge, and can probably implement the program in my place of employment.
- c. I am familiar with and just beginning to understand how to develop a workplaceworksite health program for my place of employment.
- d. I have no knowledge of how to develop a worksite health program for my place of employment.

32. What challenges do you anticipate facing when you attempt to start or expand a workplaceworksite health program?

- a. Lack of funding
- b. Lack of staffing support needed to manage the program
- c. Lack of management support
- d. Lack of employee participation
- e. No senior level program champion
- f. Other (specify: _____)

The post test will include all of the above questions EXCEPT the last question (Question #32), “What challenges do you anticipate facing when you attempt to start or expand a **workplace**worksite health program.”

It also includes the following additional questions.

The next questions ask about how you have used the information you learned from the Work@Health™ training. Please indicate which of the following you have done since the training.

32. What did you do with the information you learned in the trainings?¹ Check all that apply.

- a. Shared it with others in my organization
- b. Engaged leadership for support
- c. Established a health promotion committee or team
- d. Identified and collected data for worksite health program development
- e. Developed a worksite health plan but have not taken action
- f. Developed a worksite health plan and have begun to take action
- g. Evaluated employee satisfaction and overall impact of the worksite health program
- h. Used it to develop a new health program, activity, policy, or environmental change at my worksite
 - i. Specify activities, policies, or other changes: _____
- i. Used it to improve an existing health program, activity, policy, or environmental change at my worksite
 - i. Specify activities, policies, or other changes: _____
- j. Used it to purchase an off-the-shelf health program for my worksite
 - i. Specify activity or activities: _____
- k. Used it to select a vendor to implement a health program at my worksite
- l. Nothing, because we do not have the resources to implement a worksite health program
- m. Nothing, because I did not think we would have leadership support at my worksite
- n. Nothing, because I did not find the training information to be useful
- o. Other (specify): _____

¹ adapted from NHWP Worksite 101 Training Survey: Part IV (OMB# 0920-0965)

33. Did the Work@Health™ training sessions help you overcome any barriers to the successful implementation of a health program at your worksite?²

- a. Yes [Answer next question]
- b. No [Skip to question #35]

34. Which barriers did the training help you overcome? (Select all that apply)³

- a. Lack of funding
- b. Lack of staffing support needed to manage the program
- c. Lack of management support
- d. Lack of employee participation
- e. No program champion
- f. Other (specify: _____)

35. Which of the following factors helped you to apply the knowledge and skills you learned from the Work@Health™ training? (check all that apply):

- a. Support and /or encouragement from leadership at my company
- b. Technical assistance that I received after the initial training
- c. Coaching from Work@Health™ staff that I received after the initial training
- d. Lessons shared among my fellow trainees in the Work@Health™ peer learning network
- e. Funding that my employer received for achieving some or all of the Work@Health milestone stages (i.e., Assessment, Planning, Implementation, Evaluation)
- f. Other (please specify)

Finally please tell us your overall impressions of the Work@Health™ program.

36. What are the top three lessons or messages you learned from the Work@Health™ program?

Thank you for your time!

² adapted from NHWP Worksite 101 Training Survey: Part IV (OMB# 0920-0965)

³ adapted from NHWP Worksite 101 Training Survey: Part IV (OMB# 0920-0965)