Form Approved OMB No. 0920-1014 Exp. Date: XX/XX/XXXX

CDC Worksite Health Scorecard

Public reporting of this collection of information is estimated to average 75 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-1014).

Respondents/Sources	Metho	Content	Timing	Respondents	Time per
	d				Respondent
Employers (e.g., wellness/ human resources Representative)	Online	Presence of health promoting practices and programs	Participants may begin the survey immediately after they agree to participate, establish an account, and receive a login code via email.	800	1.25 hrs

The CDC Worksite Health ScoreCard is a tool designed to help employers assess whether they have implemented evidence-based health promotion interventions or strategies in their worksites to prevent heart disease, stroke, and related conditions such as hypertension, diabetes, and obesity.

Although chronic diseases are among the most common and costly of all health problems, adopting healthy lifestyles can help prevent them. A wellness program aimed at keeping employees healthy is a key long-term human asset management strategy. To curb rising health care costs, many employers are turning to workplace health programs to make changes in the worksite environment, help employees adopt healthier lifestyles and, in the process, lower their risk of developing costly chronic diseases. The approach that has proven most effective is to implement an evidence-based comprehensive health promotion program that includes individual risk reduction programs, coupled with environmental supports for healthy behaviors and is coordinated and integrated with other wellness activities. To better understand these employer-based workplace health programs, the U.S. Centers for Disease Control and Prevention (CDC) is conducting this organizational survey of employer workplace health programs, policies, and practices.

The assessment contains 154 questions that assess how evidence-based health promotion strategies are implemented at a worksite. These strategies include health promoting counseling services, environmental supports, policies, health plan benefits, and other worksite programs shown to be effective in preventing heart disease, stroke, and related health conditions. Employers can use this tool to assess how a comprehensive health promotion and disease prevention program is offered to their employees, to help identify program gaps, and to prioritize across the following health topics:

- Organizational Supports (25 questions)
- Tobacco Use (8 questions)
- Nutrition (14 questions)
- Physical Activity (10 questions)
- Weight Management (4 questions)

- Stress Management (7 questions)
- Depression (7 questions)
- High Blood Pressure (6 questions)
- High Cholesterol (5 questions)
- Prediabetes and Diabetes (6 questions)

- Heart Attack and Stroke (12 questions)
- Alcohol and Other Substance Use (6 questions)
- Maternal Health Lactation Support (7 questions)
- Sleep and Fatigue (8 questions)
- Occupational Health and Safety (9 questions)
- Vaccine-Preventable Diseases (6 questions)
- Musculoskeletal Disorders (7 questions)
- Cancer (7 questions)

In this survey, worksite is defined as a building, unique location, or business unit within an organization where work occurs. A worksite can include a campus of multiple buildings if all buildings are in close proximity (walking distance) and defined as part of the organization.

On average, it will take you 75 minutes to complete the survey. You may need to consult with another person to provide the most accurate and complete information on your workplace health programs, policies, and practices. Examples of people to consult with include human resource managers, health benefit managers, health education staff, occupational nurses, medical directors, wellness directors, or others responsible for worksite health promotion in an organization.

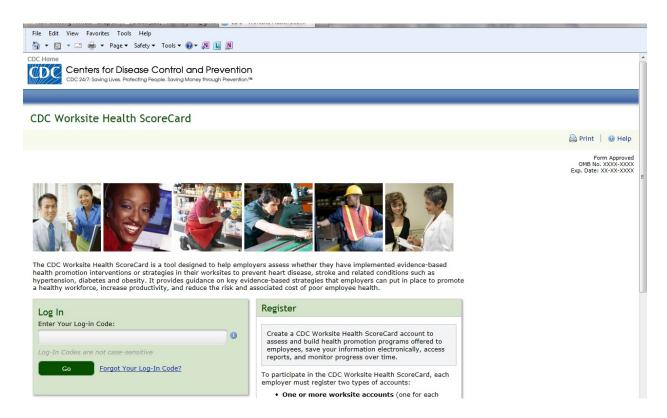
Completing the survey is voluntary. No names will ever be reported.

If you have any questions, you can contact Jason Lang at the Centers for Disease Control and Prevention. His phone number is 770-488-5597 and his email is jlang@cdc.gov.

Instructions

- Answer "yes" or "no" for each question on the tool.
- All questions should be answered consistently with your worksite practices and programs that are current or that have been in place within the last 12 months.
- There are 19 sections to the tool; you may complete each section in separate sittings and in any order.
 Individual scores can be tallied for each section and combined for an overall score once all sections are completed. The entire survey will take approximately 75 minutes to complete.
- We recommend that you form a small team, representing different organizational units to complete this survey together. A team-based approach will allow for more accurate responses, increase ownership and involvement amongst the team, and decrease effort for any single team member. Since a strong knowledge of your organization and its health promotion program(s) is recommended to accurately complete the tool, strive to pick team members who occupy the following positions:
 - o Members of a worksite health promotion
 - committee
 - o Human resource managers
 - o Health benefits managers
 - o Health education staff
 - o Occupational nurses
 - o Medical directors
 - o Wellness directors
 - o Health promotion coordinators
 - o Building facilities managers

- Scan each section before attempting to respond. Answers to most questions are readily available following a review of organizational health policies (e.g., a policy handbook), benefit plan designs, interviews with key stakeholders, and direct observation. In some cases, answers may not be immediately obvious to the person assigned to complete the section. If you do not know the answer to the question, leave the box empty, and then engage others at the worksite to help you answer it.
- Some questions ask you to describe your health insurance plan. If your organization offers more than one health insurance option, refer to the health insurance plan with the highest enrollment.
- Throughout the survey, questions refer to "health promotion" at your worksite. This is also known as "worksite wellness" or "wellness programs".





worksite) for users who maintain worksite-level information and complete scorecards for individual worksites

 One employer administrator account for users who maintain employer-level information or who must review or complete scorecards for multiple worksite accounts

An employer administrator account must be created before you can register a worksite and complete a CDC Worksite Health ScoreCard.

system as they register to the site and prepare to create and submit their Health ScoreCard.

Registration Checklist

Conditions of Use and Logon

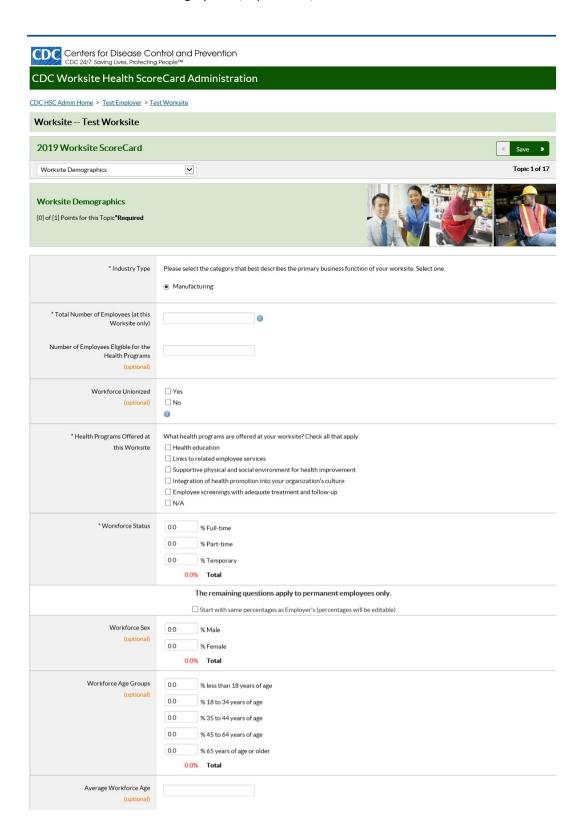
This is a U.S. Federal Covernment system and shall be used only by authorized persons for authorized purposes. Users do not have a right to privacy in their use of this government system. System access, activity, and information stored or transmitted may be monitored for adherence to acceptable use policy. Users of this system hereby consent to such monitoring. Improper or illegal use detected may result in further investigation for possible disciplinary action, civil penalties, or referral to law enforcement for criminal prosecution. This system contains non-public information that must be protected from unauthorized access, disclosure, sharing, and transmission violation of which can result in disciplinary action, fines, and/or criminal prosecution.

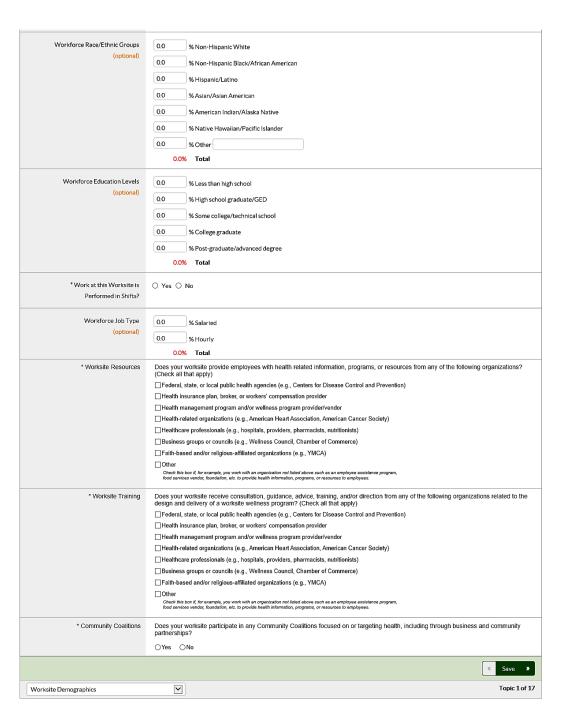
By logging into this application, I understand and agree to use the application in the manner in which it is intended. I agree to keep my user ID or password secured, not allowing others access. Unauthorized access to information or information systems is prohibited. Failure to comply with these rules will result in loss of access.

Public reporting of this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (XXXX-XXXX).



Module 1: Worksite Demographics (8 questions)

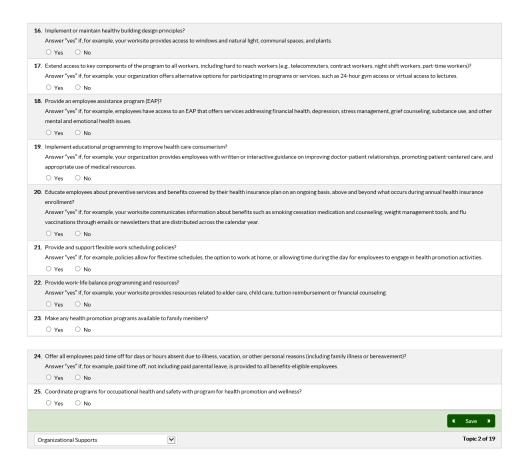




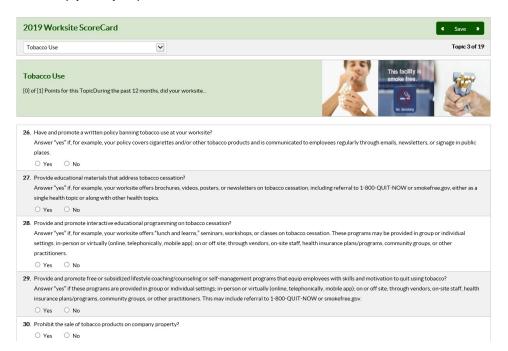


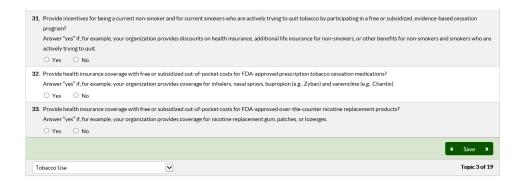
Module 2: Organizational Support (Q#1-Q#25)

Organizational Supports	V	Topic 2 of 2
Organizational Supports O) of (1) Points for this TopicDuring the pas		Manuel Charace Indicate Indica
	at and support of worksite health promotion at management participate in activities, send con	: all levels of management? nmunications to employees, or have performance objectives related to healthy workforce.
Include references to improving or main Yes	aining employee health and safety in the busin	ness objectives, core values, or organizational mission statement?
	and measureable organizational objectives for zation identifies SMART (i.e., specific, measura	r the health promotion program? able, achievable, realistic, time bound) goals and objectives.
Have an annual budget or receive dedica Yes	ted funding for health promotion programs?	
		planning and implementing programs, and includes workers from all levels of the organization, ers, organized labor).
		o mange the worksite health promotion program? th promotion as part of his or her job description or performance expectations.
Answer "yes" if, for example, your organ programs. Yes No R. Conduct employee health risk appraisal	s (HRAs) or health assessments (HAs) and prov	es? groups to assess your employees' readiness, motivation, or preferences for health promotion vide individual feedback plus health education resources for follow-up action? te staff, or health plans and provides individual feedback through written reports, letters, or one-on
		sources to inform decision-making? act of health promotion programs. This may be measured using data on employee health risks,
		name or logo or uses multiple channels of communication to inspire and connect employees to health stories.*
11. Use tailored health promotion commu languages, or literacy levels? Yes No	nications to ensure that they are accessible and	d appealing to employees of different ages, genders, education levels, job categories, cultures,
	ions who actively promote health promotion p	rograms?
13. Use and combine incentives with other	strategies to increase participation in health p nization offers incentives such as gift certificat	promotion programs? Tes, cash, paid time off, product or service discounts, reduced health insurance premiums, employee
	challenges in combination with additional inte nization offers physical activity competitions.	erventions to support employees making behavior changes?
15. Support employee volunteerism?	nization supports participation in community o	events, such as corporate walks or school-based efforts.

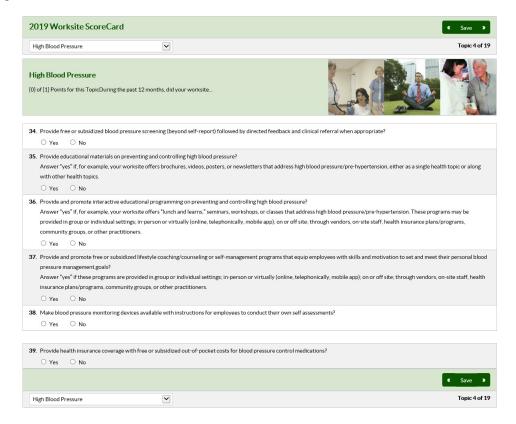


Module 3: Tobacco Use (Q#26-Q#33)

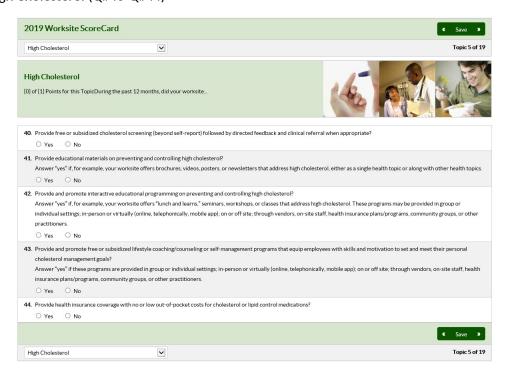




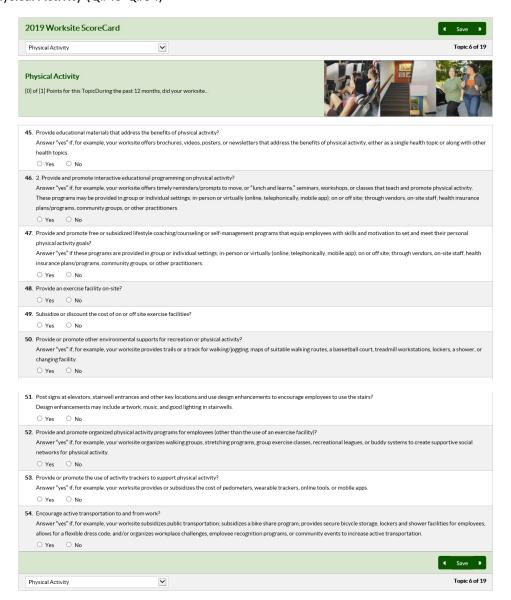
Module 4: High Blood Pressure (Q#34-Q#39)



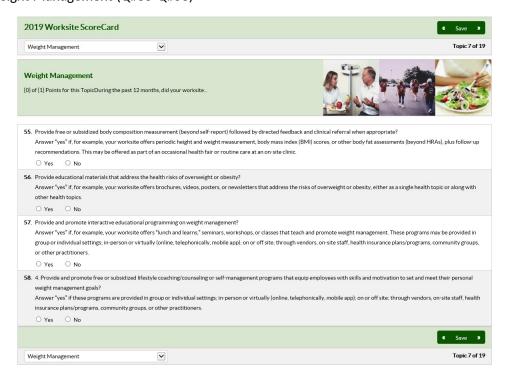
Module 5: High Cholesterol (Q#40-Q#44)



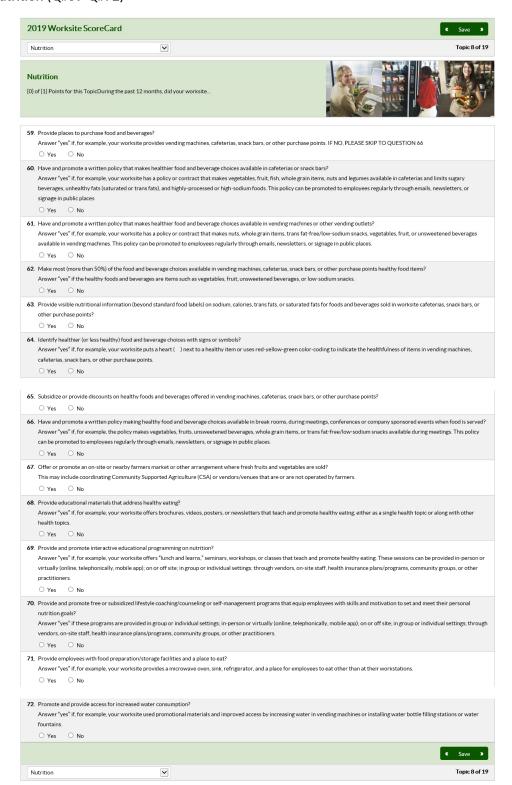
Module 6: Physical Activity (Q#45-Q#54)



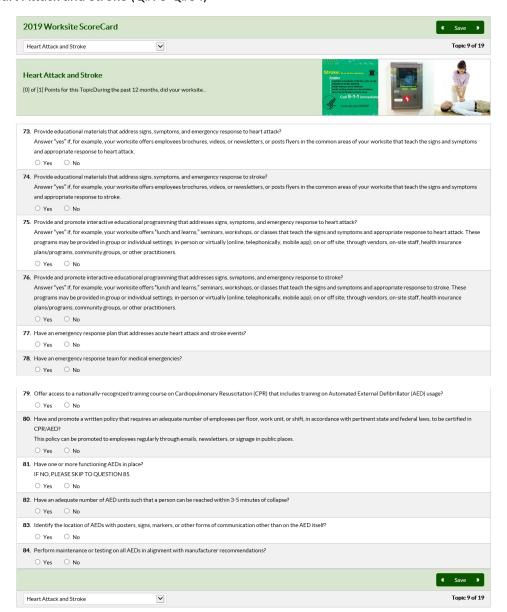
Module 7: Weight Management (Q#55-Q#58)



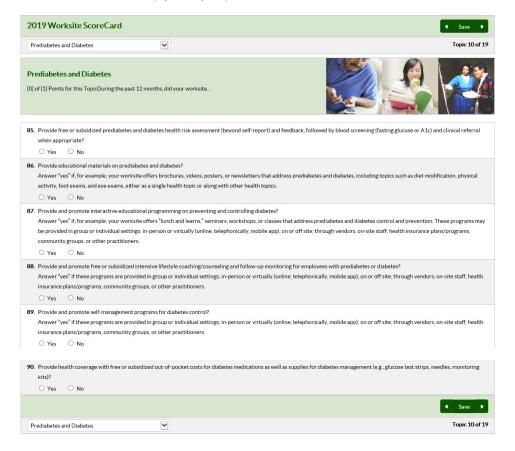
Module 8: Nutrition (Q#59-Q#72)



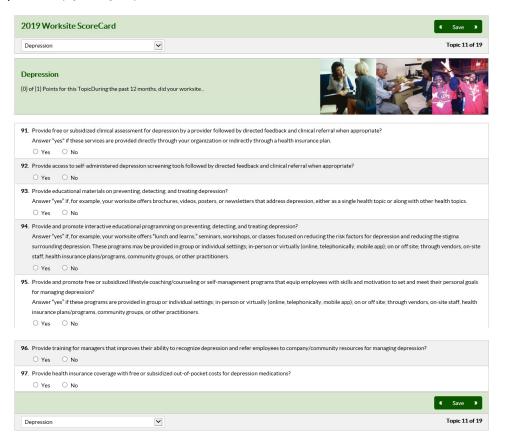
Module 9: Heart Attack and Stroke (Q#73-Q#84)



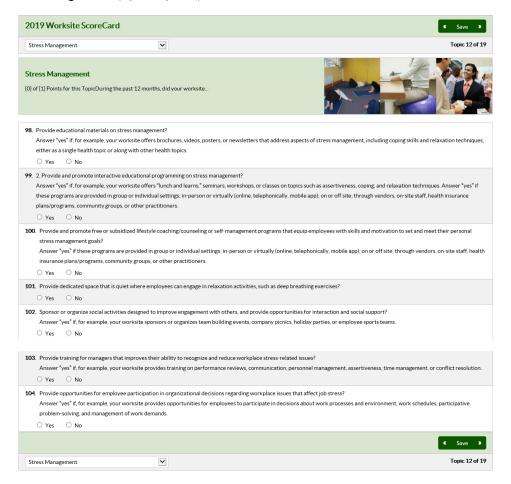
Module 10: Prediabetes and Diabetes (Q#85-Q#90)



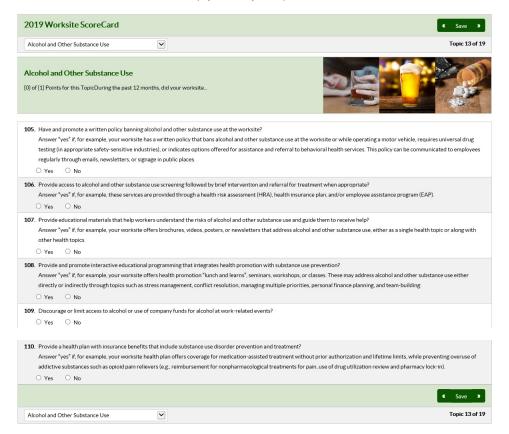
Module 11: Depression (Q#91-Q#97)



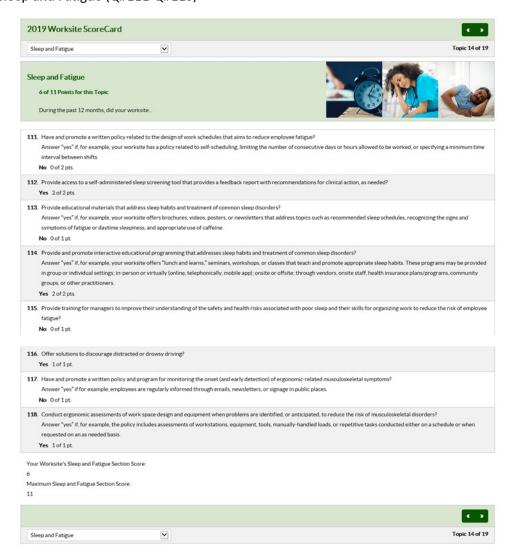
Module 12: Stress Management (Q#98-Q#104)

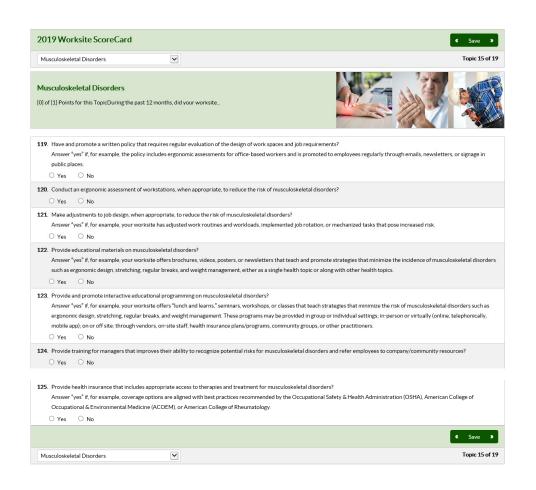


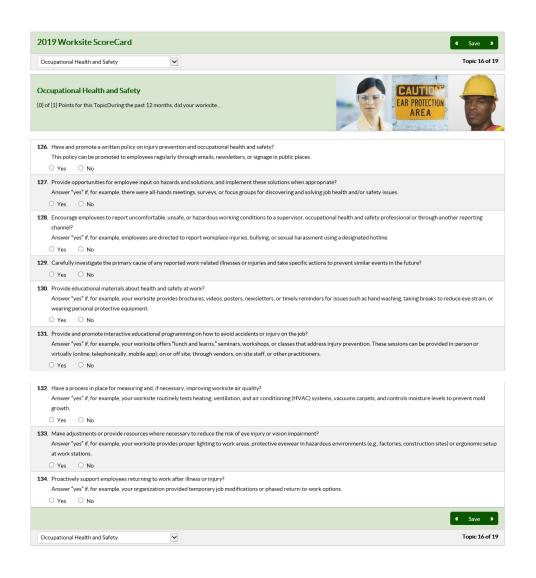
Module 13: Alcohol and Other Substance Use (Q#105-Q#110)



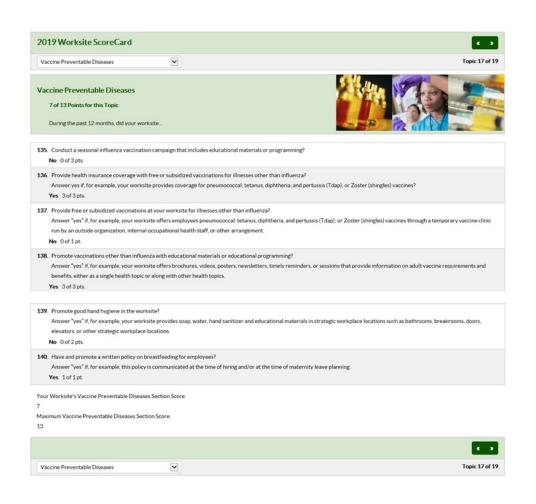
Module 14: Sleep and Fatigue (Q#111-Q#118)







Module 17: Vaccine Preventable Diseases (Q#135-Q#140)



Module 18: Maternal Health and Lactation Support (Q#141-Q#147)

