

## Course Outline

### **Workforce Wellness**

*Three-Credit Course*

#### **The History of Workforce Wellness**

- I. Wellness: A Preventive Tool
- II. The First Wellness Initiative
- III. Emergence of the Wellness Model
- IV. Wellness Model Timeline
- V. Health Promotion Research
- VI. Employee and Employer Commitment
- VII. Benefits for Employees and Employers

Estimated Time to Complete: 20 minutes

#### **Wellness Dimensions**

- I. Key Dimensions of Wellness
- II. Personal Health
- III. Physical Health
- IV. Nutritional Health
- V. Emotional Health
- VI. Sleep Health
- VII. Financial Health

Estimated Time to Complete: 20 minutes

#### **Predevelopment of a Workforce Wellness Initiative**

- I. The Development Process
- II. Review Available Services
- III. Utilize Data Analytics
- IV. Assess the State of the Organization
- V. Conduct a Wellness Survey
- VI. Wellness Survey Results

Estimated Time to Complete: 20 minutes

#### **Setting Goals**

- I. Identifying Wellness Goals
- II. Key Goals for Success
- III. Measuring Goals
- IV. Refreshing Goals and Offerings

Estimated Time to Complete: 20 minutes

#### **Planning and Launching Programs**

- I. Program Ideas and Champions
- II. Prioritizing and Scheduling
- III. Scalability
- IV. Communication and Training
- V. Return on Investment (ROI)

- VI. Incentives
- VII. Tips for Utilizing Incentives
- VIII. Internal Administration vs. Contracting a Vendor or Consultant

Estimated Time to Complete: 20 minutes

### **Communication and Messaging for the Wellness Initiative**

- I. Branding the Wellness Initiative
- II. How to Communicate
- III. Mobile Apps
- IV. Social Media
- V. Audience
- VI. Timeline

Estimated Time to Complete: 20 minutes

### **Evaluation and Planning for the Future**

- I. Program Evaluations
- II. When to Evaluate
- III. Post-Evaluation Process

Estimated Time to Complete: 20 minutes

### **Disease Management**

- I. Defining Disease Management
- II. Components of Disease Management Programs
- III. Disease Management Program Example
- IV. The Business Case for Disease Management

Estimated Time to Complete: 20 minutes

### **Compliance Considerations**

- I. Types of Wellness Programs
- II. Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- III. HIPAA Privacy and Security Rules and Wellness
- IV. Patient Protection and Affordable Care Act (ACA)
- V. ACA, HIPAA and Wellness
- VI. HIPAA Nondiscrimination Requirements and Participatory Wellness Programs
- VII. Americans with Disabilities Act of 1990 (ADA)
- VIII. ADA and Wellness
- IX. Genetic Information Nondiscrimination Act of 2008 (GINA)
- X. GINA and Wellness
- XI. Title VII of the Civil Rights Act of 1964
- XII. Title VII of the Civil Rights Act and Wellness
- XIII. Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA)
- XIV. COBRA and Wellness
- XV. Employee Retirement Income Security Act of 1974 (ERISA)
- XVI. ERISA and Wellness
- XVII. Fair Labor Standards Act of 1938 (FLSA)
- XVIII. FLSA and Wellness
- XIX. National Labor Relations Act of 1935 (NLRA or Wagner Act)

- XX. NLRA and Wellness
- XXI. State Laws

Estimated Time to Complete: 60 minutes

**Taxation of Wellness Incentives**

- I. Taxation of Income
- II. Wellness Program Incentives
- III. De Minimis Benefits
- IV. On-Site Athletic Facilities
- V. Qualified Employee Discounts and Free Time
- VI. Reporting Taxable Wellness Incentives on Form W-2

Estimated Time to Complete: 20 minutes

NOTE: The estimated time to complete each lesson is based on word count and assumes uninterrupted consumption of the course. Actual time to complete each lesson can vary widely based on familiarity with the topics and other factors. Time required to complete the course final exam is not counted in these estimates.