Course Outline

Workforce Wellness
Three-credit course

Lesson One: The History of Workforce Wellness
I. Wellness: A Preventive Tool
II. The First Wellness Initiative
III. Emergence of the Wellness Model
IV. Wellness Model Time Line
V. Health Promotion Research
VI. Employee and Employer Commitment
VII. Benefits for Employees and Employers

Estimated time to complete: 20 minutes

Lesson Two: 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

Lesson Three: Predevelopment of a Workforce Wellness Initiative
I. The Development Process
II. Review Available Services
III. Pull Information From the Group Health Plan
IV. Assess the State of the Organization
V. Conduct a Wellness Survey
VI. Wellness Survey Results

Estimated time to complete: 20 minutes

Lesson Four: Setting Goals
I. Identifying Wellness Goals
II. Key Goals for Success
III. Measuring Goals
IV. Refreshing Goals and Offerings

Estimated time to complete: 15 minutes

Lesson Five: Planning and Launching Programs
I. Program Ideas and Champions
II. Prioritizing and Scheduling
III. Scalability
IV. 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: 25 minutes

Lesson Six: 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. Time Line

Estimated time to complete: 20 minutes

Lesson Seven: Evaluation and Planning for the Future
I. Program Evaluations
II. When to Evaluate
III. Postevaluation Process

Estimated time to complete: 15 minutes

Lesson Eight: Disease Management
I. Defining Disease Management
II. Components of Disease Management Programs
III. Disease Management in the Workforce
IV. The Business Case for Disease Management

Estimated time to complete: 25 minutes

Lesson Nine: Compliance Issues
I. Overview of Federal Laws
II. ERISA and Wellness
III. Types of Wellness Programs
IV. ACA and Wellness
V. HIPAA Nondiscrimination Requirements and Health-Contingent Wellness Programs
VI. HIPAA Nondiscrimination Requirements and Participatory Wellness Programs
VII. HIPAA Privacy and Security Rules and Wellness
VIII. ADA and Wellness
IX. GINA and Wellness
X. COBRA and Wellness
XI. Title VII of the Civil Rights Act and Wellness
XII. FLSA and Wellness
XIII. NLRA and Wellness
XIV. State Laws

Estimated time to complete: 60 minutes

Lesson Ten: 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.