



## How to Become a Healthy Workplace Online Training Courses

### Module Titles and Learning Objectives

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#### **MODULE 1:**

The learning objectives for the Introduction to Health & Productivity Management module are to:

##### Section 1 – Integrated Health Management Model Overview

- Be familiar with the definition of Health & Productivity Management (HPM)
- Know the major components of the Health & Productivity model
- Understand how to build an HPM framework within your organization

##### Section 2 – Burden of Illness Overview

- Understanding the costs of poor health to the organization
- Identifying the significant cost drivers of poor health
- Being familiar with research findings related to costs of poor health
- Creating a business case for addressing poor health within a population

##### Section 3 – Integrated Health Management Implementation Principles

- Be familiar with the process for implementing the Health & productivity Management model
- Understand the categorical steps within the implementation process
- Be able to identify the modifications that may be needed to implement HPM within your organization
- Be familiar with implementation case studies and where to find examples

## **MODULE 2:**

The learning objectives for the Productivity Metrics module are to:

### Section 1 – The Cost of Lost Productivity

- Understand the economic components of lost productivity
- Understand the non-economic components of lost productivity
- Know how much lost productivity costs from a financial point of view
- Be able to translate the cost of lost productivity to an organization

### Section 2 - Measurement Approaches and Measurement tools

- Understand how to measure the relationship between health and productivity
- Know the challenges inherent in measuring the relationship between health and productivity
- Know the various measurement methods and tools available in the marketplace.

### Section 3 – The Benefits of Addressing Lost Productivity

- Understand how productivity metrics are being used to advance health management programming
- Know how several leading employers have benefitted from measuring the health and productivity connection.
- Be able to apply and translate productivity outcome lessons to a health and productivity initiative

## **MODULE 3:**

### Section 1

The learning for the Program Implementation Module (Section 1) are to:

- Know the broad categories for program implementation
- Understand the complexity of implementing a comprehensive program
- Identify appropriate policy areas related to program implementation
- Be able to identify program implementation milestones

### Section 2

The Learning objectives for the Developing a Culture Change Strategy Module (section 2) are to:

- Understand and define culture
- Know how to assess current culture norms
- Understand the key elements for a culture change plan
- Identify the best practices for sustaining a successful culture change

### Section 3

The Learning objectives for the Developing a Program Communication Strategy Module (section 3) are to:

- The learning objectives for this section are to:
- Recognize the impact of a communication strategy in a change initiative
- Identify the key pieces necessary to effectively communicate
- Understand how a communication strategy guides the creation of a communication plan
- Know how to measure the success of communication strategy

## **MODULE 4:**

The learning objectives for the Behavior Change module are to:

### Section 1 – Behavior Change

- Know the basic concepts of traditional/rational economic change theories,
- Know the basic concepts of behavioral economics theories, and
- Know how these models can support your behavior change efforts.

### Section 2 – Behavior Change

- Understand the difference between extrinsic and intrinsic incentives,
- Know how extrinsic incentives are being used in population health management programs and how effective they are regarding behavior change, and
- Know the formative research findings of the effectiveness of behavioral economics interventions on behavior change outcomes.

### Section 3 – Behavior Change

- Know how to integrate behavior change components into a population health management program, and
- Understand how rational and behavioral economics principles can be applied within a health and productivity management model.

## **MODULE 5:**

The learning objectives for the Organizational Change module are to:

### Section 1 – Organizational Change - Theory and Models

- Know and understand the difference between the three core models of organizational change
- Know what information and actions are needed to create a plan for organizational change
- Be able to prepare an effective plan for organizational change

### Section 2 – Organizational Change – Planning and Implementation

- Understanding the role of program design in organizational change,
- Understanding program implementation and the need to adjust post-implementation, and
- Knowing the key tactics you will use to initiate your change efforts.

### Section 3 - Section 3 – Organizational Change – Evaluation

- Be able to define and understand formative evaluation.
- Know the difference between formative and summative evaluation.
- Define strategic adaptation and learn how to balance the interaction between your current and near-term tactics with your long-term goals.

## MODULE 6:

The learning objectives for the *Total Worker Health®* module are to:

### Section 1- *Total Worker Health®* Overview

- Be familiar with the traditional wellness model and its relationship to safety in the workplace
- Understand what the *Total Worker Health®* model is and how it applies to workplace productivity
- Recognize workplace trends and their effects on workplace performance

### Section 2 - Understanding the *Total Worker Health®* Model

- Understand how to integrate health, wellness, and safety programs together to improve workplace performance
- Learn the NIOSH Essential Elements model for integrating workplace health, wellness, and safety programs
- Know what an integrated health, wellness, and safety model looks like

### Section 3 - Implementing the *Total Worker Health®* Model

- Learn how families are affected by the workers employer
- Understand what to do to support the development of and sustainability of an integrated model
- Know the similarities and differences between Well-Being and the *Total Worker Health®* terminology

## **MODULE 7:**

The learning objectives for the Statistics and Research module are to:

### Section 1 - Understanding Statistics and Interpreting Results

- Understand basic statistical terminology
- Know with basic statistical nomenclature
- Become familiar with different types of experimental design

### Section 2 - Effectiveness of Statistical Research

- Learn how to determine what is a meaningful sample size for good research
- Become familiar with threats to validity related to statistical analysis
- Become familiar with how to match the proper statistical methodology with the type of research you are doing

### Section 3 - Understanding Research Evaluation

- Learn how to effectively create a research hypothesis
- Learn how to limit error when using quasi-experimental research design
- Learn how positive or negative research outcomes can be utilized to improve an intervention or program design

## **MODULE 8:**

The learning objectives for the Behavioral/Mental Health module are to

### Section 1 - Behavioral Health

- Understand the prevalence and impact of behavioral health disorders on functioning
- Know the available treatments for behavioral health disorders and their rates of success
- Provide evidence for taking action to address these disorders within your organization

### Section 2 - Health Behaviors

- Understand the importance of key health behaviors as determinants of a person's health status
- Understand the impact of behavioral health conditions as co-occurring disorders with chronic medical conditions
- Understand the interventions that can help people change behavior, decrease health risks, and improve health status

### Section 3 - Pursuit of Well-Being

- Understand the concept of wellbeing
- Know that wellbeing is not simply the absence of illness or a state of wellness but a state of psychological fitness
- Be familiar with the concept of Wellbeing as a significant driver of functionality



## **MODULE 9:**

The learning for the Disability Management Module are to:

### Section 1: Overview of Disability in the Workplace

- Be familiar with the definition of Disability Management
- Understand global perspective and societal cost of disability
- Understand the influences and unintended consequences of poorly designed programs

### Section 2: Program Components, Processes and Policy

- Understand the Principles of Disability Management
- Have a working knowledge of Components and Processes
- Understand the integration of disability management with other health and productivity programs

### Section 3: Creating a Successful Program

- Learn how to assess your organization and the culture of health
- Know how to apply and operationalize Best Practices that fit with your organization
- Know how to create efficient and Data Infrastructure to measure outcomes, and identify need for process improvement

## **MODULE 10:**

The learning objectives for the Occupational Medicine module are to:

### Section 1 - The Role of Corporate Occupational Health and Safety

- Understand the WHO global definition of a healthy workplace,
- Know the key declarations and documents for healthy workforces agreed to by the world community through the World Health Organization and the International Labor Organization,
- Understand both the content of a healthy workplace program and a suggested continual improvement process.

### Section 2 – The Role of Corporate Occupational Health and Safety

- Understand what constitutes an integrated approach to health promotion and Occupational Health Service –OHS–,
- Know the barriers to integration of health promotion and OHS,
- Know several organizing principles for overcoming challenges to integration, and
- Be able to access a comprehensive model for use as a guide in setting up an integrated Health Management Approach.

### Section 3 – The Role of Corporate Occupational Health and Safety

- Be able to utilize a model addressing how occupational health and safety results in productivity improvements,
- Know the various components of productivity that Occupational Health Solution impacts,
- Have an understanding of the research highlighting the evidence of OHS interventions and productivity outcomes.

## **MODULE 11:**

The learning objectives for the Well-Being module are to:

### Section 1 - The History of Well-Being

- Trace the history of well-being
- Understand how wellness changed to well-being over time
- Identify the trends that caused each shift in focus
- Review how employers and other sponsors help determine the destiny of well-being.

### Section 2 – Measurement Options for Well-Being

- Identify several methods for tracking and measuring well-being.
- Compare the measurement methodologies for several different tools.
- Understand the differences between several well-known measurement tools

### Section 3 – Intervention Ideas

- To develop an understanding of several different approaches to well-being.
- To understand how social-based interventions can support well-being improvement