

VHHA Wellness Award



Call for Entries 2015



VIRGINIA HOSPITAL
& HEALTHCARE
ASSOCIATION

An alliance of hospitals and health delivery systems

VHHA Wellness Award

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Virginia's hospitals and health systems are engaged in a range of activities to improve the health and wellbeing of their employees. They also may be working with employers in their communities to enhance the effectiveness of their workforce wellness initiatives.

As part of its commitment to helping members become leaders in employee wellness, each year VHHA recognizes initiatives that create and support a culture of wellness, achieve favorable employee wellness outcomes and are designed to be sustainable.

VHHA encourages all members to submit nominations, regardless of the size of the program.



Eligibility

The VHHA Wellness Award is open to all VHHA institutional members. Nominated programs must have been ongoing for at least one year prior to January 1, 2015.

An eligible program may be either an all-encompassing approach to employee wellness or a targeted program designed to address a specific issue. Members may submit multiple nominations on separate entry forms.

Submission of a nomination indicates approval for VHHA to use the nomination materials in its communications.

Application Information

Applicants must complete the one-page cover sheet application provided in this brochure and provide a detailed description of how the nominee meets each criterion described on page 3 of this brochure. Accompanying description of criteria should total no more than 5 pages in length.

Timeline

- Deadline for Entries – February 20, 2015
- Nominees Notified – March 2015
- Award Presentation – 2015 Spring Conference, April 22-24

Recognition

The award will be presented at the VHREF Spring Conference, April 22-24, 2015, in Williamsburg. VHHA will issue a news release and recognize the winning program in its publications and on its web site.



For more information,
contact Sheila Gray at sgray@vhha.com or visit www.vhha.com/awards

VHHA Wellness Award

Application Information

Entries must include the one-page cover sheet application provided in this brochure, a description of the program being nominated and a detailed explanation of how the nominee meets the criterion described below.

In addition to the one-page cover sheet, the information submitted to support this nomination should not exceed 5 pages in length, typed, single-spaced in minimum 11-point font.

Criteria

Evidence shows that there are certain key factors that determine the long-term success of an employee wellness initiative. The information submitted with the cover sheet should describe how the program being nominated incorporates these factors.

1. Executive Support and Participation — *Leaders who demonstrate visible support for an initiative and “practice what they preach” are key to the success of that initiative.*

Explain how CEO and senior management support is demonstrated. Address issues related to program design, funding, implementation and evaluation. Describe the extent to which the hospital’s or health system’s Board is aware of or supportive of the program.

2. Wellness Team — *Reliance on a wellness team that includes representation from across the organization is more likely to produce a wellness program that is responsive to employee needs and recognizes implementation issues that need to be addressed.*

If the hospital or health system has a wellness team, describe the membership and how the team functions to establish, implement and evaluate wellness initiatives. If the nomination is for a targeted program, address specifically how the wellness team is involved.

3. Operating Plan — *Written plans provide continuity and hold the responsible individuals accountable for achieving the stated goals and objectives within a specified timeframe.*

Is improving employee wellness an objective that is included in your strategic plan? Are there measurable short- and long-term goals that have been specified for the wellness program generally or for the targeted initiative? How is the program being nominated supported by an operating plan?

4. Supportive Environments — *Policies and benefits that support employee wellness goals are essential for the long-term success and sustainability of the program.*

Does the organization provide encouragement, opportunity and incentives that support the wellness objectives (e.g., accessible and affordable healthy food options, assistance with quitting tobacco, flexible work schedules that promote physical activity, etc.) How are wellness benefits and related incentives communicated to employees? Describe how the organization’s environment supports the program being nominated.

5. Analysis — *Data collection and analysis, identification of desired outcomes and periodic assessment of program performance are key to determining whether a program is successful and whether modifications to the program may be necessary.*

Describe any data analysis that was undertaken to design the program (employee surveys, claims review, health risk assessment data, etc.) What type of data is collected in order to assess program performance? Are there outcome measures that will be used to determine if the program is successful in the long run (e.g., health insurance costs, absenteeism?)

Application Form

Completed applications must be received at VHHA by close of business, Friday, February 20, 2015.

Members may submit multiple nominations. Please use a separate application form for each entry.

Hospital/Health System

Mailing Address

City, State, Zip

Contact

Title

Phone

E-mail

Program/Initiative Name

Year Begun

Target Group (*employees only, health insurance program enrollees only, spouses, families, other employer or community group, etc.*)

Annual Cost of Program/Initiative

Has your hospital or health system completed the free baseline assessment of its wellness program available through WorkHealthy Virginia? (Not a factor in judges' decision.) Yes No

Signature

In submitting this application, we give VHHA permission to use and disseminate the information contained herein.

CEO

Mail completed applications to:

VHHA Wellness Awards Program
P.O. Box 31394
Richmond, VA 23294

For express mailing:

VHHA Wellness
Awards Program
4200 Innslake Drive, Suite 203
Glen Allen, VA 23060

To submit electronically:

Send via e-mail in PDF format
to sgray@vhha.com

For more information, contact Sheila Gray at sgray@vhha.com or visit www.vhha.com/awards