



Welcome to:

Path To Wellness - October 2004 Edition

For leaders who value their team

Welcome to our **** 2682 **** subscribers from around the world.
[Remember to let us know if you move]

Subscriber feedback

"Hi Beverly, Just wanted to say how much I appreciated your last edition of Path to Wellness (June 2004). Truly *full* of useful information and very succinctly put together. I'll certainly follow up on some of the links you suggested. Leslie, Toronto, ON, Canada"

In this feature:

Corporate Wellness Programs - Understanding The Benefits

- **Global Business and Economic Roundtable Road Map To Disability Management - Read Time App 2 minutes**
 - **Tips On Easing Return To Work**
 - **10 Practices Of Toxic Workplaces**
- **Wellness Program - Step by Step - Read Time App 1 minute**

- **Internal vs. External Programming** - Read Time App 30 seconds
- **7 Criteria That Contribute To Program Success** - Read Time App 30 seconds
- **Controlling Health Care Costs** - Read Time App 30 seconds
- **Vacation Benefits** - Read Time App 2 minutes
- **BONUS - Links to Wellness Awareness Days, Weeks and Months for 2004 October - December** - Read Time App 30 seconds
- **Wellness Statistics - Celebrating Mental Illness Awareness Week and Healthy Workplace Week** - - Read Time App 30 seconds
- **Upcoming Wellness Events**
- **Places To Find More Wellness Information**
- **Subscribe and Unsubscribe Procedures**
- **Announcements -**
 - **Fall Contest closes October 31**
 - **Path To Wellness to be delivered 3 times per year**
 - **Laura's Hope**

This free e-newsletter highlights information on employee and corporate wellness for the beginner to the seasoned, for the non-converted to the converted. It provides you with how-tos, and updates you on significant research and statistics that may assist you in your programming.

Newsletter Written and Distributed by:

Beverly Beuermann-King, Work Smart Live Smart
 (www.WorkSmartLiveSmart.com)

Co-sponsored by the
 Canadian Mental Health Association - Toronto Branch
 (www.StressSense.com)

Global Business and Economic Roundtable Road Map To Disability Management

Excerpts From Globe and Mail article - July 14, 2004

A groundbreaking study by a volunteer group of senior executives has found that, because most managers don't have the understanding or the resources to help employees after they have taken leaves for depression, anxiety, addiction or other mental-health issues, thousands of workers each year can't return to work and end up on permanent disability.

The roundtable -- a network made up largely of chairmen and chief executive officers from most of Canada's largest financial, manufacturing and service companies, as well as health and legal professionals -- is circulating a draft of recommendations that it hopes will help change that situation.

Its "road map to mental disability management" presents a wide range of recommendations for detecting mental illness, reducing the workplace factors that could cause or contribute to it, and places more responsibility on employers in helping mentally disabled employees return to work.

Among the key points are:

- Employers have to take responsibility for reducing job stress that can double the risk of worker disability associated with depression, and should make detection and treatment programs a priority.
- Employers and supervisors must be held responsible for helping employees who take mental-health leaves return to full-time work.
- Employees should be welcomed back unequivocally, without immediate reference to any performance or behaviour issues that occurred in the pre-disability period.
- Return should be a gradual process. Managers must allow for flexibility in scheduling and expectations to let employees move back to full responsibilities at their own pace.
- Job stress and home stress are linked, and family, co-workers and friends should be involved in the return-to-work process.

The roundtable's research found that as many as 400,000 Canadian workers go on short- or long-term disability for mental health-related illnesses every year, accounting for 35 per cent of all insurance claims for disability. The longer they stay away from work, the more difficult it is for them to return, the report adds.

Because of stigmas and a lack of knowledge, workplace health and safety programs have not specifically included mental-health issues. The study found that people on disability leave are anxious to try to return to work. However, most managers are inexperienced and untrained in handling mental-health issues, and may treat them as "damaged goods." Occupational health and human rights laws in all provinces require employers to accommodate employees returning to work after medically required leave.

The full draft report of the roundtable is available at:

<http://www.mentalhealthroundtable.ca/>

Tips on easing the return

- Supervisors can follow these tips to help ease the return to work for an employee after a mental-health disability leave:
- Offer flexible or part-time scheduling and self-paced workloads.
- Try to provide a work setting near a source of natural light and with low noise levels.
- Use written job instructions if the employee agrees it is helpful. Make daily "to do" lists and check items off as they are completed.
- Both manager and employee should remind each other of important deadlines.
- Agree to open communication and perhaps discreet hand signals to indicate unwelcome stress is building up.
- Discuss whether some times of day are better or more stressful for the employee.
- Don't make large demands on Mondays, which can often be hectic in many workplaces.

- Divide large assignments into smaller tasks and goals. Allow for frequent breaks.
- Look for opportunities to provide positive feedback.
- Isolation deepens depression. Make sure the employee is treated as a member of the team and not excluded from business meetings, social events or activities relevant to the job.
- Do not be overly protective.

Source: Draft report of the Global Business and Economic Roundtable Roadmap to Disability Management

Toxic workplaces

Ten management practices "which appear most likely to precipitate or aggravate mental health problems in the work force:"

1. Imposing unreasonable demands on subordinates and withholding information materially important to them in carrying out their jobs.
2. Refusing to give employees reasonable discretion over the day-to-day means and methods of their work.
3. Failing to credit or acknowledge their contributions and achievements.
4. Creating a treadmill at work -- too much to do all the time.
5. Perpetuating an environment in which employees are never sure what's happening around them.
6. Allowing mistrust to take root. Vicious office politics disrupt positive behaviour.
7. Tolerating, even fostering, unclear company direction and policies, job ambiguity and unclear expectations.
8. Sub-par performance management practices, specifically employee performance reviews, even good ones, that fail to establish the employee's role in the company's near or mid-term future.
9. Lack of two-way communication up and down the organization.
10. Managers rejecting, out of hand, an employee's concerns about workload.

Source: Global Business and Economic Roundtable's road map to mental disability management.

If you didn't receive the Fall Workshop Mailing from Work Smart Live Smart, please email your complete mailing address and you will receive your package within a couple of weeks.

Wellness Program Highlight for Small (very small) to Large (very large) Companies

Step By Step To Active Living

The Issue:

"A sedentary lifestyle can be as detrimental to our health as is smoking a pack of cigarettes per day", says Steve Blair in a Welcoa/US Health and Human Services [report](#).

Health Canada lists the health risks of inactivity as premature death, heart disease, obesity, high blood pressure, adult-onset diabetes, osteoporosis, stroke, depression, colon cancer and premature death. Research also indicates that along with the increased benefit costs from these disorders that there may be additional costs for organizations that have physically inactive employees including reduced productivity, decreased employee satisfaction, increased absenteeism and the costs from fatigue and inattention that may lead to increased accidents.

Research has demonstrated that virtually all individuals can benefit from regular physical activity yet two-thirds of Canadians do not meet the minimum physical activity requirements set out by [Health Canada](#). In a national Health Interview Survey, 40% of U.S. adults reported having a sedentary lifestyle, which means that they had not engaged in any leisure-time physical activity in a two-week period.

Fast Fact:

Based on workplace fitness studies, a one-percentage point increase in the proportion of active Canadian adults has been estimated to result in a \$58.9 million increase in the productivity of the Canadian economy.

[Source Health Canada Communications Directorate]

The Strategy:

The goal of a corporate walking program is to get your employees more physically active. Many such programs challenge employees to increase the number of steps that they take from an average of 3000 to 10000 steps per day. Some programs incorporate the use of pedometers to not only keep track of the steps taken during the day but to motivate the participants throughout the day.

If you are looking to set up an active living program that does not require a lot of resources check out the Step By Step program from [Welcoa](#). It provides a how-to download along with handouts and forms.

Workplace Wellness - Internal Programming vs. Outside Vendor Programming

One of the advantages of developing an internal worksite wellness program is being able to design, shape and tailor the program to the organization's specific population and their particular needs. An internal wellness committee knows their organizational culture, what's doable and the politics and other important factors behind such decisions. An internal wellness committee can present the program as a staff development opportunity and allows for organizational team building.

Hiring an outside vendor to design and implement worksite health promotion programs means that you're hiring an organization whose full-time job is to provide such services. Part of their infrastructure is devoted to developing new leading edge programs, mechanisms and technology. They have systems to continually measure and monitor the programs that give a better

understanding of program outcomes. Lastly, when things go well with a vendor, it's easy to renew the contract. But if things don't work out, an organization can just as easily fire the vendor at the end of the contract. It's a much simpler process than having to hire or fire internal staff.

7 Criteria That Contribute To Program Success - Health Canada

- The program meets the needs of employees both in terms of the physical health and overall sense of well-being.
- The process is well-planned, officially introduced and includes an education component.
- The program positioning incorporates the idea that employee health and well-being is primarily the responsibility of the employee, with thoughtful and sustained support from the organization.
- The organization needs to be seen as providing access to healthy living at work as a tool to help employees maintain and improve their health.
- The program is flexible and allows employees to choose how best to incorporate healthy living into their daily lives.
- Individual health management is visibly supported by senior management.
- Communications activities link wellness programs to overall business goals such as adaptability, resilience, competitiveness, productivity, individual responsibility, etc.

To see profiles/case studies of successful healthy living programs visit [Health Canada](#) or for successful wellness programs in the US visit [Welcoa](#).

Controlling Health Benefit Costs

Many employers have begun to look at health care consumerism strategies, which encourage employees to take more responsibility for their health care

and the cost of that care. According to a [Towers Perrin](#) report, the following are 3 factors critical to controlling health benefits costs:

1. Employees need to understand that rising costs could impact the ability of the company to succeed as a business.
2. Employees need to understand the true cost of the health care services that they use.
3. Employees need to see themselves as effective health care consumers.

See the full report to understand the differences in employee vs. employer views on health care costs and the strategies to effectively communicate the health care challenges.

[Vacation Benefits](#)

Holidays are essential to healthy workers, yet four in ten put holidays on standby.

TORONTO, ON - August, 2004 - The 2nd annual Expedia.ca and Ipsos Reid survey reports that 38% of employed Canadians are not taking all of their yearly-allotted vacation days. This figure is up from the 33% found in 2003 and if your company has similar rates to the national average, your company could be in trouble. [Click here](#) for full report.

BONUS

Sample List of 30+ Wellness Awareness Days, Weeks and Months for 2004 October-December

To view the complete list of more than 315 National and International celebrations visit www.WorkSmartLiveSmart.com

October

- Mental Illness Awareness Week (<http://www.cpa-apc.org> Oct 4-10, 2004) (CND) - (<http://www.psych.org> - Oct 3-9, 2004) (US)
- World Mental Health Day (<http://www.wfmh.org/> Oct 10, 2004)
- Breast Cancer Awareness Month (<http://www.cancer.ca>) (CND) - (<http://www.nbcam.org>) (US)
- Flu Prevention Month (<http://www.lung.ca>) (CND) - (<http://www.lungusa.org>) (US)
- Eye Health Month (<http://www.opto.ca>) (CND)
- Domestic Violence Awareness Month (<http://www.ncadv.org>) (US)
- Talk About Prescriptions Month (<http://www.talkaboutrx.org>) (US)
- National Brain Injury Awareness Month (<http://www.biausa.org>) (US)
- World Blindness Awareness Month (<http://www.aao.org>)
- Healthy Workplace Week (<http://healthyworkplaceweek.ca> - Oct 25-31, 2004) (CND)

November

- Diabetes Awareness Month (<http://www.diabetes.ca>) (CND) - (<http://www.diabetes.org>) (US)
- Osteoporosis Awareness Month (<http://www.osteoporosis.ca>) (CND)

- Crohn's and Colitis Awareness Month (<http://www.ccfcc.ca>) (CND)
- CPR Awareness Month (<http://www.heartandstroke.ca>) (CND)
- Huntington's Society Amaryllis Month (<http://www.hsc.ca.org>) (CND) - Please also visit www.Laurashope.com or the bottom of this newsletter for exciting new research into this illness.
- TMJ Awareness Month (<http://www.tmj.org>) (US)
- National Alzheimer's Disease Awareness Month (<http://www.alz.org>) (US)
- Lung Cancer Awareness Month (<http://www.alcase.org>) (US)
- Christmas Seal Campaign (<http://www.lung.ca> Nov 1 - Dec, 2004) (CND)
- National Seniors Safety Week (<http://www.safety-council.org> Nov 6-12, 2004) (CND)
- National Addiction Awareness Week (<http://www.naaw.net> - Nov 14-20, 2004) (CND)
- National Home Fire Safety Week (<http://www.safety-council.org> Nov 24-30, 2004) (CND)
- National AIDS Awareness Week (<http://www.cdnaids.ca> - Nov 24 - Dec 1, 2004) (CND)
- World Diabetes Day (<http://www.diabetes.ca> Nov 14, 2004)
- Universal Children's Day (<http://www.healthcanada.ca> - Nov 20, 2004)
- International Day To End Violence Against Women (<http://www.swc-cfc.gc.ca> - Nov 25, 2004)
- Great American Smokeout (<http://www.cancer.org> - Nov 18, 2004) (US)

December

- National Drunk and Drugged Driving Prevention Month (<http://www.3dmonth.org>) (US)
- Mothers Against Drunk Drivers Red Ribbon Campaign (<http://www.madd.ca>)
- World AIDS Day (<http://www.cdnaids.ca> Dec 1, 2004)
- International Day Of Disabled Persons (<http://www.unac.org/> Dec 3, 2004)
- National Day Of Remembrance And Action On Violence Against Women (<http://www.swc-cfc.gc.ca> Dec 6, 2004) (CND)
- Human Rights Day (<http://www.unac.org> Dec 10, 2004)
- National Hand Washing Awareness Week (<http://www.henrythehand.com> - Dec 5-11, 2004) (US)

Statistics:

In celebration of **October's Mental Illness Awareness Week and Healthy Workplace Week** here are a few statistics to ponder:

- On any given day, 10 to 15 per cent of Canadians are experiencing a work-limiting mental disorder.
- Over the course of a year, 20 to 25 per cent of the population experience mental disorders.

- Over the course of their working lives, up to 40 per cent of workers will experience a mental disorder.
- Fewer than 20 per cent of those who need treatment actually get it.
- Employees are absent from work for a total of 35 million days each year because of leaves related to mental disorders. This represents nearly half of the total of 72 million work days Statistics Canada estimates are lost to the economy due to illness and disability.
- There are 1.4 million Canadians on short- or long-term disability leaves for mental illness or addiction. That is 10 per cent of the work force of 14 million.
- There are 368,000 new claims for disability insurance for mental disorders each year.
- The costs to employers total more than \$30-billion a year, considering lost productivity in addition to the costs to companies for disability payments and staff replacement.
- The average length of time it takes someone on a mental health leave to return to full-time work is 40 days, but for many it can take years.
- In Statistics Canada's 2003 Community Health Survey, 20 per cent of people with either mental disorders or substance dependencies also reported a physical disability.
- The Statistics Canada survey also found 18 per cent of people who do not seek treatment for mental illness say they are afraid to ask for help.

Source: Figures analyzed by Watson Wyatt Worldwide and the Global Business and Economic Roundtable on Addictions and Mental Health.

Upcoming Wellness Events:

- **Health Work and Wellness Conference** - October 28-30 at the Sheraton Vancouver Wall Centre Hotel, in beautiful Vancouver, British Columbia, Canada. Conference focus is on **Transforming The Organization**. Visit <http://www.healthworkandwellness.com> for more information.

- **Managing and Containing Employee Health Benefit Costs** - November 17-18, 2004, Marriott Bloor, Toronto, ON. Drug expenditures in Canada doubled between 1990 and 2000. The cost of drug claims is predicted to climb by 200-300 percent within the next decade. This timely and comprehensive conference will offer short-term strategies for containing the supply of health benefits by redesigning benefit plans and long-term strategies for reducing the demand for health benefits by promoting employee health and wellness. Registration **Online** at www.CanadianInstitute.com.
- **3rd National Women's Leadership Summit** - January 26-27, 2005, Four Seasons, Toronto, ON. In the past two decades, women have made tremendous strides in the corporate world. The question is no longer 'how do women get to the top?' but, 'how do women increase their numbers at the senior level?' The *Canadian Institute's Women's Leadership Summit* will provide answers to **both** these questions, along with celebrating the achievement of women in Canada. This conference also aims to help organizations develop strategies and policies for attracting, managing and retaining talented women employees. At this conference, you will learn how to accelerate professional growth and support business development. You will also learn how to maximize the core skills and competencies required to lead organizations. Registration **Online** at www.CanadianInstitute.com.
- **Work Smart Live Smart™ workshops may be coming to an area near you.** If you are interested in bringing one of these workshops to your location, please contact Beverly and she would be glad to coordinate this with you. To select a workshop that may be right for your location, please visit <http://www.WorkSmartLiveSmart.com>
- **Work Smart Live Smart™ Contest closes October 31** - go to <http://www.WorkSmartLiveSmart.com> and enter now - Good Luck!

Resources:

- [The Well Workplace Workbook](#) - A Guide To Developing Your Worksite Wellness Program. **Healthy, Wealthy and Wise** is a resource on understanding the fundamentals of workplace health promotion from Welcoa.

Visit www.WorkSmartLiveSmart.com for:

- Compilation Of More Than 175 Wellness Programs And Activities
- Compilation Of More Than 315 National and International Wellness Days, Weeks and Months
- Sample Employee Wellness Questionnaire
- Free Wellness Articles for use in employee newsletters

Reprint:

Please feel free to use any of this information for employee newsletters or for justifying new programs. All we ask is that you note the source - **Path To Wellness**, October 2004 - Beverly Beuermann-King
www.WorkSmartLiveSmart.com

Comments/Submissions/Program Highlights:

If you would like to submit an article/a how-to/or a how-you-went-about/or highlight an upcoming wellness event, please send Beverly your information at info@WorkSmartLiveSmart.com

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Occasionally, we have participants who wish to be taken off of our e-newsletter list or some that have received this email in error. Please accept our apologies and/or our thanks for being open to our wellness information. To **unsubscribe**, please send a return email with unsubscribe in the subject bar, and your name, company, city and province in the body. Please include all information as we may have several contacts from one company.

About The Author:

Beverly Beuermann-King is the owner and stress and wellness specialist for Work Smart Live Smart and is the mental health education consultant to the Canadian Mental Health Association Toronto Branch.

Beverly is also a professional designate of the Canadian Association of Professional Speakers and board member of the Toronto Chapter. It is through this association and as November is the Huntington's Society Amaryllis Month, that Beverly would like to make you aware of:

[Laura's Hope](#) - a special, global research fund that accelerates clinical trials of treatments for Huntington's disease. The fund is named in honour of Laura Evans, a young woman who lost her battle with Huntington's Disease at age 28. Over the last few years of her life, Laura's hope was that a treatment would be found for the hereditary disease before it also claimed her best friend and older sister Andrea. Andrea is in her early 30's and is just now beginning to show the symptoms of Huntington's.

Laura's hope of finding a treatment is now within reach, thanks to a series of recent research breakthroughs. There are numerous promising treatments just waiting for clinical trial funding. Laura's Hope provides the financial resources to make the clinical trials a reality. Research is now at the stage where this fund can make a real difference.

Fulfilling Laura's hope will help hundreds of thousands of people worldwide with the disease. It will also make a major contribution to research into related neuro-degenerative diseases such as Alzheimer's, Parkinson's and ALS. As organizational leaders our hope is that you can increase awareness into this illness and also into the many ways that employees, leaders and groups within your organization can financially support their efforts.

Next Issue

Due to subscriber requests the **Path To Wellness** will now be sent 3 times per year. Look for your next issue in **January 2005**

Corporate Wellness Programs - Challenges In Workplace Wellness

Wishing You A Happy and Safe Fall!

Beverly