



Worksite Wellness



Missouri Worksite Wellness Award

Recognition Available for Worksites Promoting Wellness

The Missouri Department of Health and Senior Services (DHSS) in partnership with the University of Missouri Extension (MU EXT) and Missouri Council on Activity and Nutrition (MOCAN) launched the *Missouri Worksite Wellness Award* program, which recognizes employers that invest in creating a working environment that supports healthy behaviors. Employers are recognized based on criteria for their level of support: Bronze, Silver, Gold and Platinum.

Benefits of Worksite Wellness Support for Employers

American adults spend a significant amount of the day at the worksite, so it is a logical place to find new ways to encourage and promote physical activity and other factors of health behavior. Companies design worksite wellness programs to support employees in their health decisions. These programs focus on areas such as nutrition, stress reduction, tobacco cessation, breastfeeding, health screening, weight loss and physical activity. The return-on-investment for establishing wellness programs in the worksite can be significant. Find out more about cost savings by visiting the Centers for Disease Control and Prevention's (CDC) website at [Workplace Health Promotion](#).

Instructions & More Information

Applications for the award may be downloaded from [Missouri Extension Programs](#). Applications are accepted on a rolling basis and reviewed by MU EXT and MOCAN's Worksite Work Group. Employers who meet the qualifications will be notified and receive a framed certificate and window clings to inform current and potential employees and visitors about their designation. Recognized businesses will also be listed on the MU EXT's website, receive a template for announcements on social media, and the opportunity to connect with a Worksites Work Group member in person to receive their award at the Annual MOCAN Summit. The distinction is valid for 5 years.

Free resources (posters, campaigns, links, etc.) can be downloaded from the DHSS website at [Worksite Wellness](#). The [WorkWell Missouri Toolkit](#) is a comprehensive guide for developing a well-organized worksite wellness committee and program. This toolkit developed by the MU EXT and MOCAN provides step-by-step instructions for developing and planning a wellness program that supports healthy eating, physical activity, tobacco cessation and behavioral health. Worksites can reapply for designation every five years, or sooner if they wish to pursue a higher designation. For more information about the award program, please contact the MOCAN Worksite Work Group at mocan@missouri.edu.



APPLICATION FOR THE MISSOURI “Worksite Wellness Award”

Employers are evaluated based on criteria for four levels of support: **Bronze, Silver, Gold and Platinum.**

Have you applied before? Yes No

If you were previously awarded, what level did you receive? _____

What year were you awarded? _____ (Designations at the same level are valid for 5 years)

Name of Employer: _____

Type of Business: _____ # of Employees: _____

Address: _____

Contact Person’s Name: _____

Phone: _____ Email: _____

Secondary Contact Person’s Name: _____

Phone: _____ Email: _____

In your worksite wellness efforts, do you use any of the following resources? (check box)

- [WorkWell Missouri Tool Kit](#)
 - *Assessment, Planning, Implementation and Evaluation are essential steps for a successful wellness program. We encourage worksites to use the WorkWell Toolkit as a step-by-step guide for a successful wellness program.*
- [CDC’s Worksite Health ScoreCard](#)
- Corporate Wellness Consultant
- Other: _____

Submission Requirements:

- ☐ Submit application with checklist (next page)
- ☐ **Submit supporting documents** (i.e. pictures of break room, exercise space or maps, copy of lactation policy, etc.)
- ☐ Submit a copy of the worksite wellness policies OR a letter of support from the President/CEO/Authorized Representative.
- ☐ Submit copy of CDC Worksite Health Scorecard summary. Score: _____

Check List of Worksite Wellness Accomplishments

Check the boxes for all criteria your worksite has achieved and submit documentation for each.

Criteria Topics	Bronze Must meet <i>all of the following</i> :	Silver Meets Bronze requirements plus <i>all of the following</i> :	Gold Meets Silver requirements plus <i>all of the following</i> :	Platinum Meets Gold requirements plus <i>all of the following</i> :
Policy & Policy Communication	<input type="checkbox"/> Management letter of support encouraging healthy behaviors <input type="checkbox"/> Health is promoted to staff through verbal, written or electronic communication channels*	<input type="checkbox"/> Written worksite wellness support policy or commitment from leadership <input type="checkbox"/> Encourages employee use of sick/wellness/vacation leave to support overall wellness <input type="checkbox"/> Comprehensive program for all ability levels including alternative criteria	<input type="checkbox"/> Policy or commitment from management to provide healthy food/beverage choices at meetings, events, celebrations, or cafeterias	<input type="checkbox"/> Have and promote a written policy related to Smoke/Tobacco/E-Cigarette free employees or campus
Environment	<input type="checkbox"/> Encourages employees to use breaks for healthy choices <input type="checkbox"/> Written policy in support of mothers who wish to breastfeed or express milk during working hours	<input type="checkbox"/> Provides an environment for healthy meal preparation	<input type="checkbox"/> Provides space or devices for stress relief, taking blood pressure, scale, and wellness activities, etc. <input type="checkbox"/> Healthy food/beverage options available in accordance with policy	<input type="checkbox"/> Onsite exercise area/ mapped walking paths/ supplement employee gym membership <input type="checkbox"/> Quiet well-being self-care space
Resources	<input type="checkbox"/> Formal wellness committee established, composed of 2 or more staff in conjunction with a worksite wellness plan <input type="checkbox"/> Provide work-life/occupational balance resources	<input type="checkbox"/> Provide information on access to health insurance or health insurance provided to staff and/or families <input type="checkbox"/> Wellness committee is representative of all populations and work units	<input type="checkbox"/> Provide or promote information on weight management for employees (via insurance or other resource) <input type="checkbox"/> Provide a tobacco/smoke/e-cigarette cessation programs, or incentive <input type="checkbox"/> Mental/behavioral health resources are available and promoted	<input type="checkbox"/> Provide Employee Assistance Program OR referrals to meet employee well-being needs <input type="checkbox"/> Coordinate occupational health and safety programs with wellness programming
Education	<input type="checkbox"/> Health topics and resources communicated to employees (flyers, posters, emails, links to webinars, etc.) <input type="checkbox"/> Point of decision prompts are utilized to encourage quick healthy decisions <input type="checkbox"/> 1-hour Manager Wellness Training**	<input type="checkbox"/> Annual exam with medical provider encouraged or incentivized <input type="checkbox"/> Offer lunch and learns or interactive educational workshops on wellness topics <input type="checkbox"/> Work at Health Training**	<input type="checkbox"/> Offer health and wellness challenges not solely limited to physical activity (i.e. hydration, sleep, etc.)	<input type="checkbox"/> Provide and promote subsidized health promotion lifestyle coaching/counseling/self-management program <input type="checkbox"/> Complete Recovery Friendly Workplace Designation

* Free materials can be found on the [Missouri Department of Health and Senior Services Website](#)

**Optional but highly encouraged, reach out to the worksites workgroup for more information

Revised 3-2025

Mail or email this completed form with copies of supporting documentation of criteria to:

University of Missouri Extension Worksite Wellness

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University of Missouri

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