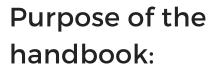
HANDBOOK
UNIT
HEALTH
PROMOTION
REP





ORIENTATION

Welcome to the Edmonton and Area Health Promotion Representative Network. We understand the many responsibilities you have and we would like to thank you for taking on the additional role of Unit Health Promotion Representative (UHPR). The Health Promotion Department counts on you to act as a liaison between the Department and your unit, as well as to assist with achieving change so we can support personnel to be their healthiest most productive, well-rounded selves. We look forward to this exciting opportunity to work collaboratively with you as a UHPR.



- Explain what workplace wellness and health promotion means, as well as briefly describe the Strengthening the Forces Health Promotion Program.
- Introduce the Edmonton Health Promotion Team.
- Explain what the Edmonton Health
 Promotion Representative Network is and
 the part it plays in promoting physical
 performance and operational readiness.



- Provide you with several tools and ideas for health and wellness initiatives you may implement if you choose.
- Provide some of the resources and supportive materials available to you from the Health Promotion Department, local resources and the Department of National Defence.
- Encourage and inspire you to further act as an advocate for health and wellness priorities at your respective unit.

STRENGTHENING THE FORCES

The Strengthening the Forces Health Promotion Program (STF HPP) is designed to assist Canadian Armed Forces (CAF) personnel and their families to take control of their health and well-being. Maintaining a high level of health improves one's ability to perform effectively and safely on CAF operations, as well as enabling personnel to enjoy a high quality of life.

Target populations:

- Regular Canadian Armed Forces and Class B and Class C Reserve;
- Primary Reserve, Cadet Instructor Cadre, Canadian Rangers;
- Foreign military personnel on exchange posting or training with the CAF;
- Immediate family members of the above;
- DND and NPF/CFMWS civilian employees;
- Supplementary Reserve; and
- Cadets and Junior Canadian Rangers.



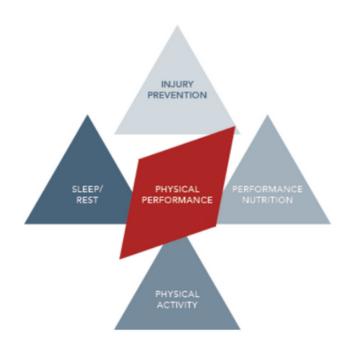
What is health promotion?

Health Promotion is the process of enabling people to increase control over, and to improve, their health. To reach a state of physical, mental and social well-being, an individual or group must be able to identify and realize aspirations, to satisfy basic needs and to change or cope with the environment.

Health is, therefore, seen as a resource for everyday life, not the objective of living. Health is a positive concept emphasizing social and personal resources, as well as physical capacities.

BALANCE: CAF PHYSICAL PERFORMANCE STRATEGY

Physical performance is an essential component of operational readiness. Research indicates that, to perform at your best, you need to be trained and fit, properly fueled, well-rested and free from injury. The BALANCE Strategy is designed to enhance the CAF culture of fitness and improve operational effectiveness through Performance 4 (P4) Behaviours.



Unit Health Promotion Representatives are integral to the success of the BALANCE Strategy at the local level. By leading by example, assisting with the implementation of initiatives aimed at the P4 Behaviours, and encouraging colleagues to lead healthier lifestyles, you can make a difference.

To learn more about the <u>BALANCE Strategy</u>, or the new <u>Total Health and Wellness</u> <u>Strategy</u> check in with your HP Team.

To learn about the initiatives of the 3rd Cdn Division Performance Advisory Group or any of the Working Groups/Sub-committees, check in with your HP Team.

UNIT HEALTH PROMOTION REPRESENTATIVES

Characteristics

- Enthusiastic
- Engaged and proactive
- Positive leadership skills
- Interested in promoting a healthier workplace and CAF
- Likes to communicate with others
- Military or civilian personnel
- Of any rank

Requirements

- Receive approval from CoC.
- Complete training component.

Duties

- Identify local unit health- and wellness-related needs and concerns and communicate these effectively to the Health Promotion Department;
- Assist with coordination of Health Promotion programming for the unit;
- Act as a resource for health promotion-related information;
- Act as a liaison to disseminate information and gather feedback at the unit;
- Participate in professional development opportunities to enhance skills as a UHPR;
- Assist with delivery of Health Promotion programming, as appropriate;
- Organize and implement activities and initiatives that will foster health and wellness in the unit, with assistance from the Health Promotion Department as needed;
- Contribute to the Health Promotion Department in a way that promotes and fosters partnerships, maximizes resources and reduces barriers;
- Build community and work effectively with other UHPRs at the unit; and
- Lead by example.



THE BASICS

HEALTH PROMOTION COURSES

Role of the UHPR:

- Liaise with the Unit POC for HP to help disseminate monthly mailouts from the Health Promotion Department.
- Promote courses within the Unit in conjunction with other UHPR(s) or the Unit Training Coordinator, if applicable. For example, this can be done via unit-wide email and posted within the unit, as well as verbal communication.
- Answer questions pertaining to course details and registration.
 - Should a member ask a question of which you are unsure of the answer, email HealthPromotionEdmonton@cfmws.com with the question and CC the member.

Registration Process - in case you didn't know:

- Military and civilian personnel:
 - Receive approval from Supervisor/CoC
 - Either the Supervisor/CoC emails the nomination to the Health Promotion
 Department or the member emails their request for registration but must include their supervisor approval.
 - SN, Full Name, Rank, Local must be included.
- Spouses/dependents aged 18+:
 - Can be registered by the CAF member or can register themselves by emailing the Health Promotion Department.
 - Must include the Rank, Full Name, and Unit of the CAF member.

Registration can also be completed online by clicking <u>here</u>.

*Military and civilian personnel still require Supervisor/CoC approval.

CAF members have priority for courses and workshops. Those wishing to register for courses/workshops which are full will be added to the waitlist and/or added to the next course/workshop date, if available.

THE BASICS

BRIEFINGS AND PRESENTATIONS

The Health Promotion Department offers briefings, presentations, and/or workshops to units upon request. Examples of topics can be found here. Briefings, presentations, and workshops can be customized for the needs of the unit and can be provided in-person or virtually.

Role of the UHPR

• Be the connection to the unit and the Health Promotion team. Assist with the implementation of Environmental Scans, and identify challenges/obstacles/solutions to creating a healthier workplace in the unit.

Requesting a Briefing, Presentation, or Workshop

• Contact the Health Promotion Department or fill out the online form located here.

*Briefings, presentations, and workshops are scheduled based on the availability of the Health Promotion team; however, every attempt will be made to be available for the Unit's requested date/time.

CAMPAIGNS

The Health Promotion Department has campaigns (monthly or annual) that are set a year in advance. A copy will be provided to the UHPR in December for the upcoming year. Based on Edmonton events, national campaigns, and/or other unforeseen circumstances, the campaign schedule may vary.

Role of the UHPR

- Promote campaign activities that are happening throughout Edmonton to personnel and encourage participation;
- Distribute advertising materials as needed;
- Assist with scheduling campaign activities within the unit as appropriate.

THE BASICS

CHALLENGES

The Health Promotion Department hosts challenges either on its own or in conjunction with other departments throughout the year. Notice will be given prior to a challenge being announced for the UHPR to adequately promote among personnel.

UHPRs can also create their own challenges either in-unit or challenge other units. The Health Promotion Team can provide assistance as needed.

THE HEALTH PROMOTION TEAM

Rick Dennis, Health Promotion Manager

Email - rick.dennis@forces.gc.ca Phone - 780-973-4011 ext 6148

Heather Gareau-Miller, Health Promotion Specialist

Email - gareau-miller.heather@cfmws.com Phone - 780-973-4011 ext 6147

Nicole Emerson, Health Promotion Specialist

Email - emerson.nicole@cfmws.com Phone - 780-973-4011 ext 6647

Charissa McKay, Health Promotion Specialist

Email - mckay.charissa@cfmws.com Phone - 780-973-4011 ext 6149

Vanessa Millman, Health Promotion Administrative Assistant

Email - millman.vanessa@cfmws.com Phone - 780-973-4011 ext 6146



ADDICTIONS AWARENESS AND PREVENTION

The mandate of this pillar is to promote a healthy, addiction-free lifestyle within the CAF by developing and delivering effective primary interventions, such as:

- education and personal skill development;
- developing an environment that is supportive of an addiction-free lifestyle; and
- addressing organizational policies that support an addiction-free lifestyle.



COURSES

ALCOHOL, OTHER DRUGS, GAMBLING AND GAMING AWARENESS (AODGGA): SUPERVISOR TRAINING

The aim of this training is to provide those in supervisory positions with the skills and abilities to help personnel who may be struggling with problematic use or misuse of alcohol, other drugs, gambling and/or gaming. Participants learn how to recognize the signs of use, misuse and abuse, apply DND policies and understand the role of the supervisor in creating and promoting an addiction-free workplace.

Open to DND and CAF supervisors only. MITE Code provided.

ALCOHOL, OTHER DRUGS, GAMBLING AND GAMING AWARENESS (AODGGA): GENERAL WORKSHOP

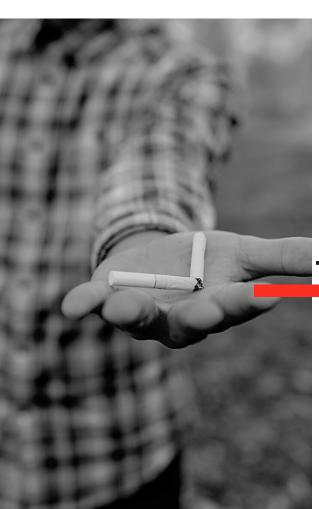
The aim of this Workshop is to provide personnel with a basic understanding of alcohol, other drugs, gambling, and gaming, including having conversations about problematic use.

ADDICTIONS AWARENESS AND PREVENTION

BUTT OUT: TOBACCO AND VAPING CESSATION

Butt Out is for anyone who is looking to quit or reduce tobacco and/or vaping use. The program is designed to help personnel overcome their addiction to nicotine by providing education and support. The program focuses on problem-solving and coping strategies, preparing for high-risk situations, and developing a plan to remain nicotine-free.

The self-directed format accommodates individual schedules, including when one is on training or has commitments outside of Edmonton. It supports individuals who are motivated to work through their tobacco/vaping cessation/reduction efforts independently with support from the Health Promotion facilitator.



Butt Out is open to military and civilian personnel, as well as spouses/dependents aged 18 and over. Only CAF personnel are provided nicotine replacement therapy and/or tobacco cessation medication through the Pharmacy at Health Services. Individuals can register at any time by contacting the Health Promotion Department.

TOBACCO POLICY AT 3 CDSB/G EDM

ACTION: Does your unit have a Tobacco and Non-Tobacco Product Policy when it comes to Tobacco/Non-Tobacco use and designated areas? If not, are you interested in sitting on a working group to develop something to respect all people where they are at with their Tobacco and/or Non-Tobacco Product usage? Contact HP for more information.

ADDICTIONS AWARENESS AND PREVENTION

ACTIVITY IDEAS

MOCKTAILS FOR UNIT FUNCTIONS

Mocktails are a way that enables all members to participate in functions without having to consume alcohol. Whether that is for religious, cultural, or other personal reasons, this is a good example of ways to promote inclusion without having to fully change ways of celebrating or building community.

We have a series of recipes and can provide additional tips to support you if this is something that you choose to experiment with at your unit.

FATAL VISION GOGGLES

Fatal Vision Goggle Kits are provided through the Health Promotion Lending Library to units who would like to use them for unit functions, including PD/Ground Training Days. You may also request a Health Promotion Team member to administer the activities at your location, subject to staff availability.



RESOURCES

Addictions Awareness and Prevention - National Defence

Canadian Centre on Substance Use and Abuse.

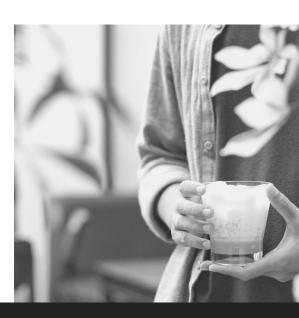
Canada's Low Risk Drinking Guidelines.

Canada's Lower Risk Cannabis Guidelines.

Responsible Gambling Council

The 5 Stages of Quitting

Tips for Helping Someone Quit Smoking



INJURY PREVENTION AND

ACTIVE LIVING

Injuries have a significant impact on operational readiness in terms of reducing the number of "good to go" personnel, increasing stress on remaining military personnel, creating the potential for long-term disability, impacting careers, affecting operational readiness and consuming limited healthcare resources. Training smarter means you will be better able to do your job now and still have a quality life well into the future.



INJURY REDUCTION STRATEGIES WORKSHOP

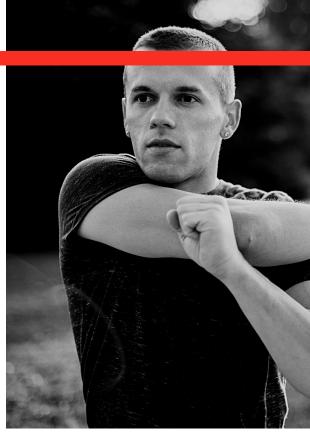
By partnering with the PSP Fitness & Sports Department and 1 H Svcs Group Physiotherapy Department, this injury reduction workshop aims to increase motivation and confidence in applying injury prevention strategies for unit fitness training, sports, workplace tasks and personal physical activity. A HRMS Code will be provided upon successful completion.

ACTIVITY IDEAS

Group Fitness

This is a great opportunity to build camaraderie while improving the overall health and fitness of personnel. Exercise has been shown to improve mood and is an effective strategy in developing resilience. Group fitness adds a social element that can help strengthen personal relationships in the workplace.

Visit <u>CAF Connection</u> for more details on fitness class schedules, pool and gym hours of operation, and contact information for the Fitness and Sports Coordinators.



CREATE A CHALLENGE

Create your own unit challenge for personnel, or make it bigger and challenge another unit(s)! Keep in mind that challenges are meant to encourage healthy lifestyles and the safety of personnel must be considered at all times. Ideas for challenges include, but are not limited to:

- Walking (e.g. number of steps per day)
- Active transportation to and from work
- Increase physical activity (e.g. every 30min counts for 1 point)
- Stair climbing

The Health Promotion Department can assist in unit challenges by providing resources and materials. Pedometers are available for free on a sign-out basis.



WALK AND TALK

Encourage personnel to take their meetings outside of the office as a simply way to increase daily steps and reduce sedentary time.

ACTIVE TRANSPORTATION

Encourage personnel to use active transportation (e.g. walking, biking, rollerblading, etc.) to get to and from work.

<u>Action:</u> Confirm that your unit has a bike rack(s) that is/are easily accessible and in good repair to better encourage active transportation. If your unit doesn't have a bike rack, or the bike rack is not in a suitable location or is in disrepair, engage RP OPS.

TAKE ADVANTAGE OF SPORTS STORES

Did you know that Sports Stores, located in the Fitness Centre (Building 185) offers military personnel a wide variety of sports and recreation equipment? Items are free to sign out for military members only with military ID or while in uniform.

Examples of items available:

- Canoes, kayaks
- Snowshoes and cross country skis
- Outdoor sports equipment (baseball, soccer, football, frisbee, tennis etc.)

There is also a variety of indoor sports equipment that can be signed out to make unit PT more fun/varied.

Sports Stores can be contacted at 780-973-4011 ext 4668 or 4327.



GET OUTSIDE

Edmonton has plenty of opportunities to get active and enjoy the outside. On Base, enjoy the trail system, Edmonton Memorial Golf and Curling Club, and outdoor fitness equipment. Off-base, take advantage of Hawrelak Park, Rundle Park, or nearby Elk Island Provincial Park. There are also plenty of trails, lakes, and other outdoor opportunities in the surrounding area.

To engage personnel in an outdoor adventure, try some of these ideas:

- Host a regular hike in any of the above listed or alternate locations.
- Coordinate with your Unit Fitness Rep for a PT session through the river valley
- Rent some kayaks or canoes in the summer or snowshoes or skis in the winter and go for a team-building active outdoor session
- Get some people together to go try out the outdoor fitness equipment on the base trails

ENCOURAGE EVENT PARTICIPATION

Advocate for your workplace to participate in a PSP Fitness Event at 3 CDSB/G. Discuss with your CoC the ways for senior leadership to support your health initiative.

Examples of events include CAF Sports Day and Intersection Sports.

For more information on upcoming events, contact either the Fitness & Sports Department at 780-973-4011 ext 4322 or the Health Promotion Department.

FITNESS BY YOUR BUNK

Fitness by Your Bunk is a kit that contains several highly versatile and functional pieces of fitness equipment that can be used just about anywhere.

Each kit includes:

- Yoga mat
- Skipping rope
- TRX suspension training system, including door anchor
- Resistance tubing
- Comprehensive training manual

You must be a military member and going on temporary duty (TD), overseas deployment, course, etc. to be eligible. Contact the Fitness Coordinator at 780-973-4011 ext 4355 to sign one out.

Action: Does your unit have an upcoming deployment? Encourage personnel to sign out a Fitness By Your Bunk Kit prior to deploying!



BRING PT TO YOUR UNIT

Together with your unit Fitness Rep, work to bring PT to your unit if personnel have difficulty leaving their place of work to access PT at the gym. Yoga is a great option to bring directly to the unit to encourage flexibility and recharging. Contact the Fitness Coordinator at 780-973-4011 ext 4355 for more information.

ERGONOMIC ASSESSMENTS

Advocate for ergonomic assessments for personnel who have desk jobs. For more information, reach out to HP and we can work with OT/PT to make sure everyone is working safely.





Encourage CoC to allow members to engage in the various intramural sports at 3 CDSB/G. Work with the Sports Rep to promote sign-up opportunities and celebrate wins.

ADVOCATE FOR UNIT PT

Does your unit not have designated PT? Although a designated time may not seem feasible for some units, have a conversation with your CoC and see how you can help make it a reality.

CREATE A FITNESS AREA

If your unit does not have a designated fitness area, see if there is a spot within the workplace that could work. You will need to work with CoC to confirm the availability of an appropriate place and request funding through the proper channels. It's recommended that any units interested in creating a fitness area and/or upgrading equipment speak to the Fitness Coordinator to confirm whether the space and requested equipment is appropriate.

TAKE THE STAIRS!

Regular stair use has been linked with numerous health benefits. If your workplace has accessible stairs, implement stair prompt signage by printing and posting signs near elevators and stairs. Include directional signage if stairs are hidden. You can access a BALANCE Stair Prompt template <u>here</u>.

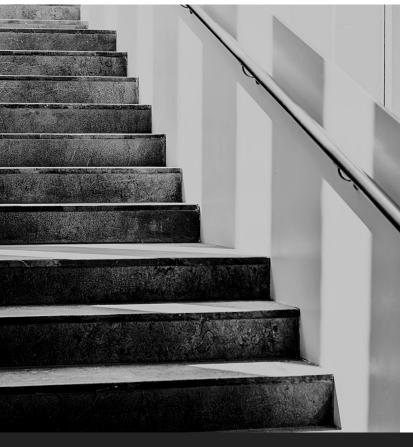
CREATE A WALKING MAP

Create a walking map within your workplace to help create the likelihood personnel will make walking part of their regular routine.

Steps:

- Identify safe and accessible routes
- Create a map for posting and available on your Resilience Board or Electronic Messaging systems (GWINS) if you have those in your unit.
- Host a kick-off event or workplace competition to increase awareness

Contact Health Promotion to assist with your walking map!



RESOURCES

Canadian 24-Hour Movement Guidelines

<u>Canadian Guideline for Physical Activity</u> <u>Throughout Pregnancy</u>

DFit

Parachute Canada

<u>Injury Prevention and Active Living - National</u>
<u>Defence</u>

Working in a Standing Position

Working in a Sitting Position

AdventureSmart

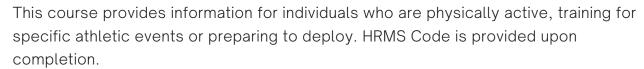
<u>ParticipACTION</u>

The mandate of this pillar is the provision of evidence-informed information to support nutritional health within the CAF by developing and delivering effective primary interventions, such as:

- education and personal skill development opportunities;
- enhancing the food environment to increase the availability of nutritious choices; and
- addressing relevant organizational policies.



TOP FUEL FOR TOP PERFORMANCE



APPETITE FOR CHANGE

This course provides a different perspective on what it means to eat well. The focus is less on "what" to eat, by "why and how" to eat. There are a lot of reasons people eat the way they do, and not all of them promote health or good choices. This course which can take place virtually or in-person over 4-6 weeks dives into the aspects of eating, meal preparation and food choices that can impact your health both physically and psychologically.



ADVOCATE FOR A HEALTHIER CANTEEN

Canteens offer a great opportunity to socialize, share meals and encourage healthier lifestyles. The goal is not to remove all of the "favourites"; rather, we want to provide healthier options within the selection provided.

Action: Confirm that your Canteen has completed a Canteen Survey and Product Evaluation; if not, arrange for one with the Health Promotion Department in conjunction with the Canteen Rep.

- The Survey allows all personnel to share their wants and needs anonymously. A report is generated and provided to the Canteen Rep(s) and UHPR(s).
- The Product Evaluation is where a Health
 Promotion team member inputs the nutritional
 information of all current products to confirm
 the presence of healthier choices. A report is
 generated and includes marketing, purchasing
 and storing recommendations.



<u>Action</u>: Sign your Canteen up for a Healthier Choices Food Box! The HCFB allows Canteens to offer a variety of new healthier products to see what's popular before committing to a bulk buy. (COMING SOON TO EDMONTON)

COMMUNITY GARDEN/GROW YOUR OWN COMING SOON!

What better way to be active, learn or share skills and be able to eat the fruits (and vegetables) of your labour? Health Promotion is investigating getting Tower Gardens and access to a Community Garden plot where members would be able to get down and dirty and grow some food!

- Food grown could be used in canteens or for special events (Have You Ever Tried??? for example).
- Food could be grown by cooperating units and donated to the Chapel Food Bank in the late summer or fall.

Action: Stay tuned as we work out the details on this exciting initiative!



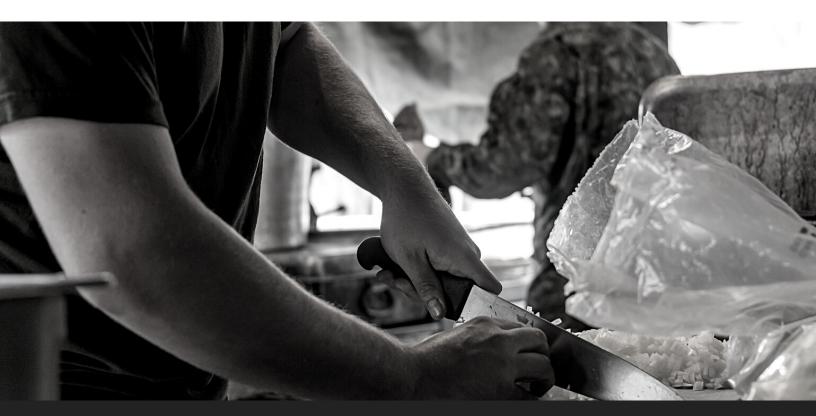




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RESOURCES

- Nutritional Wellness National Defence
- Canada's Food Guide
- Coaching Association of Canada
- <u>Cookspiration</u>
- Gatorade Sports Science Institute
- <u>UnlockFood.ca</u>



Supports and encourages mental fitness through stress management, anger management, suicide awareness, respectful behaviour/bystander intervention and healthy interpersonal communication skills and strategies.

COURSES

Inter-Comm: Dealing with Conflict and Improving Communication in Personal Relationships

Designed for adults who want to improve communication in their personal relationships. It has been specifically designed for CAF members and their families. The course enhances participants' awareness of attitudes, builds effective communication skills, and facilitates conflict management using a collaborative model. HRMS code provided upon successful completion.



Managing Angry Moments (MAM)

An interactive course designed to help participants understand and deal with their triggers before anger escalates to verbal or physical aggression. Participants will learn new tools to defuse situations and develop coping strategies that will ultimately increase personal wellbeing and improve their relationships with others. HRMS code provided upon successful completion.

Mental Fitness and Suicide Awareness (MFSA)

This course is designed to prepare personnel in all positions to promote mental fitness and to mitigate the incidence of mental health injuries including deliberate self-harm and suicide. The course material is designed to promote both awareness and skill-building to maximize mental fitness, both individually and operationally.

The MFSA course has two focuses:

- Increase awareness/understanding of mental health/fitness and reduce stigma so people get the help and support they need
- Provide opportunities to practice interventions, have conversations in a safe space.

A MITE code is provided upon successful completion of the program.

Stressed? Take Charge! (STC)

This interactive course offers a skills-based approach to managing stress. Through self-awareness, behaviour change and skill-building, participants will explore the link between stress and performance, examine stress within a military context and learn about the stress response. A variety of relaxation and stress management techniques and strategies will be explored and practiced. HRMS code will be provided upon successful completion.



ACTIVITY IDEAS

CREATE A CHALLENGE

Create your own unit challenge for personnel, or make it bigger and challenge another unit(s)! Keep in mind that challenges are meant to encourage healthy lifestyles and the safety of personnel must be considered at all times. As an example, you could host a yoga challenge aimed at reducing stress or engaging in mental fitness exercises.

The Health Promotion Department can assist in unit challenges by providing resources and materials.

PLANT POWER - GREENING UP YOUR SPACE (COMING SOON TO EDMONTON)

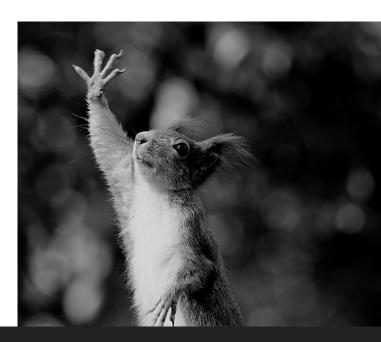
Plants are a great way to add life and create a more zen atmosphere. Stay tuned for ways to bring some green to your unit!

DISTRIBUTE KEY CRISIS CONTACT CARDS

These cards are recommended to be carried by every member in Edmonton. The cards contain point of contact phone numbers for available CAF and civilian services including emergency contacts, assistance programs and health services.

POSITIVE PEER SUPPORT

Information and knowledge are power - use the Resilience Board to promote upcoming events, courses, challenges, to provide information on where to go for help and interesting content on a variety of topics. Peer recognition is very powerful. Dedicate a space on the board where people can add handwritten notes of praise to individuals or just words of encouragement to the unit/team.



RESOURCES

- Social Wellness National Defence
- You're Not Alone Military Mental Health
- Operational Stress Injury Social Support (OSISS)
- Mental Health in the Canadian Armed Forces
- BounceBack®
- <u>Togetherall</u>
- Wellness Together Canada
- Canadian Mental Health Association (CMHA)
- Centre for Addiction and Mental Health (CAMH)
- Crisis Services Canada
- Mental Health Commission of Canada
- Mental Health and Wellness Health Canada



SLEEP

As one of the three pillars of health according to Mission: Ready (CAIPS), sleep is integral to being able to do your best work, be ready for challenges that life throws your way and be healthy both in the short and the long-terms.

One in a series of three briefings, learn about why we need sleep, how much sleep we should be getting (not getting away with) and what you can do to try to improve the odds of getting a good sleep.

<u>Action</u>: Schedule a sleep briefing for your unit (section/platoon/company/troop) and start seeing improvements in mood, performance, productivity more quickly than you can count sheep!





GENERAL HEALTH PROMOTION

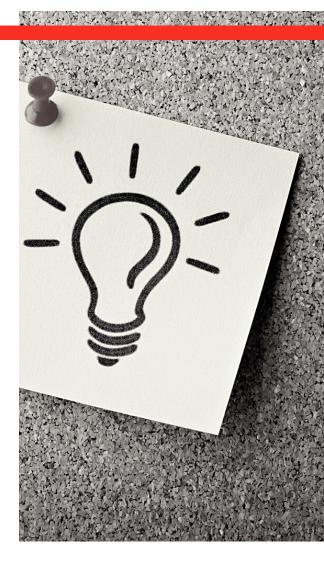
ACTIVITY IDEAS

FACILITATE A 15 MIN BRIEF

If you feel comfortable talking in front of your colleagues, we can provide condensed presentations for your use on certain topics. You need to ensure you have the appropriate space for hosting your brief. You can also help cofaciliate certain briefings and presentations with a Health Promotion staff member.

If unit personnel are tasked with providing safety briefings, encourage them to reach out to Health Promotion to receive evidence-informed resources if the topic falls under health and wellness.

We also provide a short "Intro to Health Promotion" brief that is great for when workplaces have new personnel posted in.



RESILIENCE BOARD

Information and knowledge are power Resilience Boards can be used to promote upcoming events, courses, challenges, to provide information on where to go for help and interesting content on a variety of topics.

ACTION: If your unit/section does not have a Resilience Board, request to have one installed in a location where personnel gather or would easily see it (e.g. the lunch room). If you're unable to access a bulletin board, you could also use any wall space that can be dedicated to health and wellness.

The Health Promotion Department provides Bulletin Board in a Bag every month to coincide with our monthly campaign themes! This helps you keep your Health and Wellness Board looking sharp!

GENERAL HEALTH PROMOTION

ASSIST IN THE COMPLETION OF AN ENVIRONMENTAL SCAN

Action: Request approval from your CoC to have Health Promotion complete and Environmental Scan of your unit/section.

The Environmental Scan seeks to understand where units/sections stand in regards to promoting the health and wellness of their personnel. We consider the areas of social and mental wellness, injury prevention and active living, addictions awareness and prevention, nutritional wellness, and sleep. There are three parts to the Scan:

- 1. A survey sent to all personnel to provide them the opportunity to give feedback regarding subjective questions.
- 2. Pre-scan questions sent to the UHPR and/or CoC designate.
- 3. A physical scan of the workplace where a member of the Health Promotion team surveys the unit/section with the assistance of the UHPR and/or CoC designate.



CELEBRATE WELLNESS WEDNESDAY

Having one day designated per week to celebrate and encourage wellness can go a long way. It may just mean designating a 15 minutes for a group stretch, or it could be bringing in a Fitness instructor for yoga, or providing a 15-min brief on something wellness-related. Make it simple and fun!

HEALTH PROMOTION LENDING LIBRARY

The Edmonton Health Promotion Department has a Lending Library with items that are available for sign-out to units on a first-come, first-served basis. Some units sign out these items for PD or holiday and/or unit functions.

- Fatal Vision Alcohol and Cannabis Goggles
- Activity Backpack to showcase the Effects of Being 'Under the Influence'
- Pylons for obstacle course
- Bean bag toss kit
- A whole library of books on all the topics in our core areas, Nutrition, Addiction, Mental Health, communication, Cookbooks etc.

Contact Health Promotion to request a sign-out of any of the above items.

FINAL THOUGHTS...

We really appreciate your stepping up and taking on this role. The only way that we can make our workplaces better places to work, are when we all find ways to create meaningful changes and improvements that benefit everyone. The more involved you are as UHPRs, and the more you can inspire your colleagues to get involved, the more significant that change is going to be.

We need to work with leadership to get the support to make many of the initiatives a reality, but if we approach it from the perspective that we all have a role to play, then that is what will ultimately make the biggest difference and lead to the most success.

So thanks again so much and we look forward to seeing where we can take this.