

Health and well-being

FACT SHEET

STRATEGIC APPROACH TO WELL-BEING

Preplanning

Select and brief the people who are to be involved in the planning process and communicate the vision, goals and objectives.

Data collection

Start with any of the health and well-being related data you currently collect such as:

- sickness absence rates
- long term sickness
- ill health retirements
- appraisals/performance reviews
- disciplinary or grievance cases
- training needs analysis
- staff turnover

Undertake a well-being survey that will identify

- whether poor well-being or stress is an issue in your organisation
- the scale of the problem if it exists
- the areas within the business where the pressure is being felt most
- what factors are causing most stress

Analysis

Once all the information is available it will be possible to identify:

- what does all this data mean
- how does it all fit together
- turn raw information into knowledge
- which health problems account for the number of days taken for absence
- which problems appear to
- carry the largest direct cost
- which are likely to involve significant indirect cost

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Building the vision, goals and objectives

From all the data collected, the analysis and discussions; a realistic and long term action plan can be prepared in order to:

- confirm where you are now
- decide where you want to be
- identify what the key issues are
- ascertain what can be done to influence the situation
- agree the well-being issues you plan to tackle and set the goals
- articulate and communicate the vision and the plan

Some points to be noted:

If absence rates are used as a future evaluation benchmark, rates may go higher as manager's focus on the need to collect data properly

Start at a place most likely to produce a clear and rapid payback

Use measurable small successes to build commitment and enthusiasm for further development

Implement interventions

Put the plans into action; making progress in employee well-being is not always about spending more money

Evaluate

Review the key performance indicators

Assess employees' attitudes towards health as well as absence days

Review interventions are they working well