



# Evaluation Overview

## for Worksite Health & Wellness Programs

### Prevention Campaign Fact Sheet

*Vision of the National Prevention Strategy: Working together to improve the health and quality of life for individuals, families, and communities by moving the nation from a focus on sickness and disease to one based on prevention and wellness.*

Worksite health & wellness evaluation is a systematic method for collecting, analyzing, and using information to determine the effectiveness of a program, activity or event. Results of the evaluation can be used to guide decision-making around various components of your programs as well as answer questions about your programs, policies, and initiatives, particularly regarding their effectiveness and efficiency. Evaluations of worksite health & wellness programs enable agencies to:

- Determine the success of programs in producing desired outcomes;
- Monitor progress toward goals;
- Find opportunities for improvement;
- Justify the need for further funding and support; and
- Ensure continuation of effective programs and efficient use of resources.

### **WELLCHECK**

WellCheck is an online assessment offered to Federal agencies by the U.S. Office of Personnel Management (OPM). **The purpose of WellCheck is to help agencies monitor progress towards goals, find opportunities for improvement, and ensure effective programs are built and sustained.**

WellCheck can help agencies determine if their worksite health & wellness program is comprehensive and effective in developing a healthy workforce. Each Federal agency identifies WellCheck POCs who complete the annual data call for WellCheck. For more information regarding WellCheck, contact [worklife@opm.gov](mailto:worklife@opm.gov).

### **PROCESS EVALUATION**

Agency Health & Wellness Coordinators are encouraged to conduct internal process evaluations to assess program operations, allow coordinators to monitor quality, and provide data for program improvement efforts. Potential process metrics include but are not limited to:

- Participation
  - Number/percentage of participants from your workforce population
  - Frequency of employee participation
  - Demographics of participants
- Satisfaction
  - Participation satisfaction (consider a 5-point Very Satisfied-Very Dissatisfied scale)
  - Best day or time to schedule the program for participant availability
  - Accessibility
  - Employee interest in topic/intervention
- Promotion of the Program
  - How employees learned of the program
  - Why employees were willing to participate

- Resources
  - Staffing/partners
  - Technology
  - Time
  - Money/resources

## **OUTCOME EVALUATION**

The evaluation of outcomes enables an agency to assess the effectiveness of programs in meeting their intended goal(s). Agencies are encouraged to set program goals specific to their agencies' and employees' needs. Typically in worksite health & wellness programs, objectives are measured by specific behavioral changes and reductions in health risks. Data collected during outcome evaluations can be useful in creating your program's business case for agency senior leaders. Potential outcome metrics include but are not limited to:

- Behavioral Changes
  - Did participants make behavioral/lifestyle changes (e.g., exercise more, stop smoking, eat healthier foods)?
  - Did participants adhere to recommended medical screenings and treatments?
  - Did participants' awareness, knowledge, attitudes, or skills change?
- Biometrics
  - Did participants' biometrics change (e.g., blood pressure, body weight, cholesterol, etc.)?
- Productivity
  - Are participants more productive?
  - Are participants more engaged at work?
  - Are participants absent less often from work?
- Financial Outcomes
  - Did medical claims/costs reduce?
  - Did short-term disability claims/costs reduce?

(Adapted from OPM's Worksite Health & Wellness, OPM's EAP Administrator Training 2014, and U.S. Department of Health and Human Services' (HHS) Substance Abuse and Mental Health Services Administration.)

## **RESOURCES GUIDANCE FOR WORKSITE HEALTH WELLNESS COORDINATORS**

OPM's Health & Wellness Evaluation Page

This website describes Federal resources that can be used to evaluate worksite health & wellness programs. Agencies are encouraged to use the resources that best meet the needs of their agency.

OPM's Federal Employee Benefits Survey

The Federal Employee Benefits Survey (FEBS) results help determine the extent to which Federal employees understand the flexibilities and benefits available to them and shape benefit program design and policy development. The FEBS also captures information on employee health and tobacco use and cessation.

HHS Centers for Disease Control and Prevention's (CDC) "A Framework for Evaluation"

This website showcases a systematic way to improve and account for public health programs.

HHS CDC's Workplace Health Promotion – Assessment

This website provides many resources to assess worksite health & wellness programs. It provides information on assessments, why they are important, and the tools that can be used to successfully assess programs.