The NCCDPHP Workplace Health Promotion toolkit ([www.cdc.gov/workplacehealthpromotion](http://www.cdc.gov/workplacehealthpromotion)) is designed to educate business managers, human resource staff, corporate wellness managers, and public health professionals working with employers on approaches to improving employee health, such as changes in health care benefits or on-site health promotion programs. The toolkit pulls together the best CDC science and resources to provide timely and relevant information to employers to keep their workforce healthy, increase productivity, control health care costs, and effectively engage the organization at all levels.

A Purchaser’s Guide to Clinical Preventive Services: Moving Science into Coverage ([http://www.businessgrouphealth.org/preventive/](http://www.businessgrouphealth.org/preventive/)), developed by the National Business Group on Health in collaboration with the CDC translates clinical guidelines and medical evidence into lay terms, providing employers with information to select, define, and implement preventive medical benefits for 46 unique health conditions. An article is also available that describes how to use the Purchasers Guide ([http://www.cdc.gov/PCD/issues/2008/apr/pdf/07_0220.pdf](http://www.cdc.gov/PCD/issues/2008/apr/pdf/07_0220.pdf)). The Guide is only available electronically.

The Guide to Community Preventive Services ([http://www.thecommunityguide.org/](http://www.thecommunityguide.org/)) summarizes what is known about the effectiveness, economic efficiency, and feasibility of interventions to promote community health and prevent disease. Several reviews have been done for worksites. Based on the evidence gathered in the rigorous and systematic scientific reviews of published studies conducted by the review teams of the Community Guide, The Task Force on Community Preventive Services makes recommendations for the use of various interventions. The findings from the reviews are published in peer-reviewed journals and also made available on the Internet.
The Essential Elements of Effective Workplace Programs and Policies for Improving Worker Health and Wellbeing (www.cdc.gov/niosh/TWH/essentials.html), developed by the National Institute for Occupational Safety and Health (NIOSH), identifies twenty components of a comprehensive work-based health protection and health promotion program and includes both guiding principles and practical direction for organizations seeking to develop effective workplace programs.

Investing in Health: Proven Health Promotion Practices for Workplaces (http://www.prevent.org/Worksite-Health/Investing-in-Health-Workplace-Guide.aspx), developed by the Partnership for Prevention in collaboration with the CDC, provides guidance on effective policy, environmental, and health benefit strategies that can improve employee health by controlling tobacco use, promoting cancer screening and early detection, and encouraging physical activity and healthy eating.

CDC Healthier Worksite Initiative (http://www.cdc.gov/nccdphp/dnpa/hwi/index.htm) addresses a wide range of workforce health promotion topics, including the planning and implementation of program, policy, and environmental change strategies for several health topics.

The CDC Community Health Resources (www.cdc.gov/communityhealthresources) Web site is a searchable database with a worksite wellness section that includes communications and marketing campaigns, cross-cutting programs, data and statistics, guidelines and recommendations, and policy, partnership, and planning tools.
The Community Health Promotion Handbook: Action Guides to Improve Community Health (www.prevent.org/actionguides) is an evidence-based tool that consists of an introduction and five Action Guides. Each Action Guide translates a specific recommendation from The Guide to Community Preventive Services (Community Guide) into “how to” guidance to help public health practitioners and others interested in promoting health implement effective community-level health promotion strategies. The five Action Guides address diabetes management, physical activity, and tobacco-use treatment. Each Action Guide contains an overview of the recommendation and supporting evidence, links to tools and resources for planning and implementation, tips for implementation and overcoming potential obstacles, suggested resource needs, and questions and potential data sources for evaluation planning.

The CDC Healthy Communities Program developed the Community Health Assessment aNd Group Evaluation (CHANGE) (http://www.cdc.gov/healthycommunitiesprogram/tools/change.htm) assessment tool to provide communities with a picture of the policy, systems, and environmental change strategies currently in place throughout the community, where gaps exist and facilitate action planning for making improvements. The CHANGE tool address five community sectors including worksites and health indicators related to physical activity, nutrition, tobacco use, chronic disease management, and leadership.

Leading by Example: Creating Healthy Communities through Corporate Engagement (http://www.prevent.org/Initiatives/Leading-by-Example.aspx) published in 2011 by the Partnership for Prevention with support from CDC features 19 businesses and business groups who are providing leadership and reaching out to improve the health and wellness of their communities providing many benefits to their organizations.
Leading by Example: The Value of Worksite Health Promotion to Small- and Medium-sized Employers (http://www.prevent.org/Initiatives/Leading-by-Example.aspx) published in 2011 by the Partnership for Prevention with support from CDC provides best practices and strategies for creating or enhancing a worksite health promotion program as well as worksite health program descriptions from almost 20 small employers.

Heart Disease and Stroke

The Successful Business Strategies to Prevent Heart Disease and Stroke Toolkit (www.cdc.gov/dhdsp/pubs/employers_toolkit.htm), developed by the CDC, provides employers with guidelines and recommendations to reduce costs through investing in comprehensive cardiovascular health programs and services in worksites, health care settings, and communities. It also includes ways to collaborate and establish partnerships with state and local health departments and other organizations. Contained within the toolkit is a six-step guide to show employers how to reduce costs by investing in worksite health promotion. Only electronic copies of the Toolkit are currently available. Hard copies of the six-step guide are available at this time. (www.cdc.gov/dhdsp/pubs/docs/six_step_guide.pdf).

Moving into Action for Employers (http://www.cdc.gov/dhdsp/moving_into_action.htm) provides a range of actions employers can take to promote heart-healthy and stroke-free worksites and communities. Included are examples gathered from states and communities.
**Diabetes**

*Diabetes at Work* ([www.diabetesatwork.org](http://www.diabetesatwork.org)) is a tool designed to engage the business community and help them make decisions about diabetes. This easy-to-use Web site helps businesses understand diabetes and assess its impact in the workplace. The site also provides resources and tools to create and implement worksite education programs to prevent and control diabetes. *Diabetes at Work* was developed in collaboration with the CDC, the National Diabetes Education Program, the National Business Group on Health, the National Business Coalition on Health, and America’s Health Insurance Plans.

**School Health**

*School Employee Wellness: A Guide for Protecting the Assets of Our Nation’s Schools* ([www.schoolempwell.org](http://www.schoolempwell.org)), developed by the Directors for Health Promotion and Education in collaboration with the CDC, is a comprehensive guide that provides information, practical tools, and resources for school employee wellness programs. This guide will help schools, school districts, and states develop and support the implementation of school employee wellness programs that promote employee health, improve workforce productivity, and reduce the costs of employee absenteeism and health care.

**Tobacco Use Cessation**

*A Practical Guide to Working with Health-Care Systems on Improving Tobacco Use Treatment.* ([http://www.cdc.gov/tobacco/quit_smoking/cessation/practical_guide/pdfs/practical_guide.pdf](http://www.cdc.gov/tobacco/quit_smoking/cessation/practical_guide/pdfs/practical_guide.pdf)) was developed by state experts working with health care systems to improve the treatment of tobacco use. State health departments and businesses are uniquely positioned to expand the provision of tobacco dependence treatment through partnerships and purchasing strategies. The guide reviews what is known about implementing comprehensive tobacco-control and treatment strategies in the United States.
Telephone Quitlines: A Resource for Development, Implementation, and Evaluation (www.cdc.gov/tobacco/quit_smoking/cessation/quitlines/) is designed to provide assistance to health departments, health care organizations, and businesses to contract for and monitor telephone counseling services for tobacco cessation.

Save Lives, Save Money: Make Your Business Smoke-Free (www.cdc.gov/tobacco/basic_information/secondhand_smoke/guides/business/index.htm) provides reasons for going smoke-free, key policy content areas, and strategies and resources for implementation.

Tobacco, the Business of Quitting, (www.businessgrouphealth.org/tobacco), a Web site developed by the National Business Group on Health and supported by the CDC, lists multiple tobacco control resources and is publicly available.

Tobacco Cessation Benefit Coverage and Consumer Engagement Strategies: A California Perspective (http://www.pbgh.org/storage/documents/reports/PBGH-CDC_TobaccoCessation_06-2008.pdf) summarizes current employer coverage of smoking cessation benefits, examples of implementation strategies of several Pacific Group on Health (PBGH) large member employers, and results from the eValue8 survey of cessation benefits provided through the major PBGH member health plans.
Make It Your Business: Insure a Tobacco-Free Workplace (http://www.ndhealth.gov/tobacco/Businesses/ToolkitBooklet.pdf) provides employers with tobacco cessation information, including coverage, promotion of the benefit, development and support for smoke-free policies, and resources to assist in developing the process.


Nutrition, Physical Activity and Obesity

CDC’s LEAN Works! (www.cdc.gov/leanworks) is a free Web-based resource that offers interactive tools and resources to help employers design effective worksite obesity prevention and control programs. The site contains an obesity cost calculator to determine how much obesity costs your organization and how much you could save by establishing an obesity prevention and control program at your worksite.

Improving the Food Environment Through Nutrition Standards: A Guide for Government Procurement (http://www.cdc.gov/salt/pdfs/DHDSP_Procurement_Guide.pdf) developed by the Centers for Disease Control and Prevention (CDC), the Procurement Guide provides practical guidance to states and localities for use when developing, adopting, implementing, and evaluating a food procurement policy and can provide valuable insight into the appropriateness and acceptability of these policies in other worksite settings.
The Health and Sustainability Guidelines for Federal Concessions and Vending Operations (http://www.cdc.gov/chronicdisease/resources/guidelines/food-service-guidelines.htm) is a collaboration between U.S. Department of Health and Human Services (HHS) and the General Services Administration (GSA). The goal of the Guidelines is to assist contractors in increasing healthy food and beverage choices and sustainable practices at federal worksites. Specifically, they aim to increase the healthy options available at cafeterias and vending machines; align food available at HHS and GSA facilities with the 2010 Dietary Guidelines for Americans; inform customers about what they are eating and which choices are healthier and more sustainable; and increase sustainability of HHS and GSA operations and support sustainable agricultural practices.

Steps to Wellness: A Guide to Implementing the 2008 Physical Activity Guidelines for Americans in the Workplace (available Fall 2011) provides employers interested in creating or expanding their wellness programs with easy and understandable steps on how to increase the physical activity of employees in the workplace.