



Healthy Department Certification

Applicant Guide



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Mission

The UCR Healthy Department Certification program recognizes, celebrates, and rewards sustainably healthy departments that enable faculty and staff to lead healthy lifestyles in support of creating a healthy campus culture.

Vision

To be the model healthy campus, inspiring and infusing health and well-being into all of its facets.

About

What is a Certified Healthy Department?

A Certified Healthy Department is a department that prioritizes the health and well-being of managers, faculty, and staff in order to contribute to the healthy culture at UCR. As a team, certified healthy departments achieve greater levels of physical, mental, and occupational well-being in order to create a healthier, more inclusive, and supportive work environment.

The Healthy Department Certification program was designed to recognize outstanding departments at UCR as a paradigm of what other departments should strive for. The program celebrates and rewards the departments that put forth intentional effort to improve their members' health and wellness as a team. The program aims to address many of the concerns raised by faculty and staff at UCR, and to create a more wide-spread wellness culture on campus. In highlighting exceptional departments, we hope to enable and encourage the entire UCR community to practice and promote health and well-being on campus.

Through the UCR Healthy Department Certification program, we will build a campus community that supports a culture of health, in which every department contributes to a safe and healthy workplace environment, encourages safe and healthy behaviors, and empowers leadership, faculty, and staff to reach their health and well-being goals.



Healthy Department Principles:

The following principles describe critical aspects of a healthy department:

Leadership Support and Organizational Commitment: Leadership consistently articulates the value and importance of health (e.g. making the connection between health, productivity/ performance, and business results) and advocates for a healthy workplace culture. Managers and supervisors model healthy behaviors, contribute to creating a healthy work environment, support staff in achieving and maintaining healthier lifestyles, and address workplace health and safety issues.

Department Culture of Wellness: Social Norms support a healthy workplace culture. Individuals are supported to make healthy choices within an environment that values, provides, and promotes options that are supportive of health and well-being.

Diversity, Equity, and Inclusion: Managers, faculty, and staff embrace a diverse and equitable community that values inclusiveness. A clear system is in place for managers and supervisors to address bullying and unprofessional behavior.

Mental and Emotional Health: Managers, faculty, and staff engage socially with each other, have access to healthy work/life balance resources, and support each other in maintaining good mental health.

Built (Physical) Environment: The physical workplace provides accessible infrastructure in support of healthy eating, exercising, stress management, and safety in the workplace.

Ergonomics: Managers, faculty, and staff are able to work safely by adhering to the recommended ergonomic guidelines for computer and non-computer users.

Nutrition and Hydration: The department culture ensures healthy food and beverage options are included during meetings, potlucks, and celebrations.

Physical Activity: Various opportunities for physical activity are available. Managers, faculty, and staff are physically active and take movement breaks throughout the day, and encourage others to do so.

Safety: The department is safe and prioritizes emergency preparedness and a hazard-free work environment in support of the health and well-being of faculty/staff.

Why Should you Get Certified?

According to the 2018 annual Healthy Campus Survey, only 23.3% of faculty and 63.0% of staff agreed that UCR cares about their health and personal well-being. Becoming a Certified Healthy Department will improve the wellness culture on campus, and therefore improve faculty and staff perception of UCR's concern for their health and personal well-being. The Healthy Department Certification program is intended to directly address the concerns voiced by faculty and staff in annual surveys and focus groups.

Certified Healthy Departments are wellness leaders on campus, demonstrating a wellness standard that others can strive for. As role models, you will contribute to an encouraging environment for managers, faculty, staff, students, and visitors to easily participate in an overall healthier UCR.

Evidence suggests that unhealthy workplaces play a significant role in chronic health problems, such as cardiovascular disease, musculoskeletal disorders, and psychological disorders. Employee wellness programs can reduce risk factors for developing these health problems and can be very successful in improving employee health and attitude. A Certified Healthy Department has a supportive wellness culture that leads to high morale, and healthier more engaged, resilient, and successful managers, faculty, and staff.



Certification Levels and Awards



Gold Certified

Gold Certified Healthy Departments foster a culture of health and well-being not only within their departments, but also across campus. They have created a sustainable healthy workplace for faculty and staff by meeting the gold certified criteria.

Awards

- Two Years of Certification
- Certificate signed by Chancellor
- Gold Level Award

Silver Certified

Silver Certified Healthy Departments foster a culture of health and well-being within their departments. They have created a sustainable healthy workplace for faculty and staff by meeting the silver certified criteria.

Awards

- One Year of Certification
- Certificate signed by Chancellor
- Silver Level Award



Bronze Certified

Bronze Certified Healthy Departments have started to adopt a culture of health and well-being within their departments. They have taken the first steps to creating a sustainable healthy workplace for faculty and staff by meeting the bronze certified criteria.

Awards

- One Year of Certification
- Certificate signed by Chancellor
- Bronze Level Award



Application Process

Step 1: Review this Healthy Department Certification Applicant Guide in its entirety. Email wellness@ucr.edu with any initial questions.

Step 2: Work with your department to meet the certification criteria for your desired level of certification. Use the Healthy Department Certification Worksheet for additional help.

Step 3: Complete the Healthy Department Certification Application. The application must be completed by at least two representatives from the department. You may be asked to verify items in the application upon submission. Falsification of any information in the application will eliminate your department from consideration. Completed applications can be emailed to wellness@ucr.edu.

Step 4: Your application will be reviewed, and you will be contacted if any additional information is needed.

Step 5: You will be notified of your certification award.

Timeline:

Application Opens

February 1, 2020

Application Closes

April 30, 2020

Notification of Award Level

June 30, 2020 (or earlier)

