

FACTS & FIGURES

EUROPEAN NETWORK FOR WORKPLACE HEALTH PROMOTION (ENWHP)

ENWHP Toolbox: A European collection of methods and practices for promoting health at the workplace

Why a toolbox

Operating in a highly competitive business environment and at a time of increasing pressure on the labour market, many employers in Europe are aware of the need to implement measures to improve productivity and efficiency and at the same time enhance the working environment and culture. Workplace health promotion (WHP) has been shown to make a major contribution to the achievement of these outcomes. The need for methods and instruments for WHP and the wish to have easily access to these tools has grown over the years. This toolbox gives an answer to this need: it provides for the first time a comprehensive overview of selected methods and practices for WHP in Europe.

What is the ENWHP Toolbox?

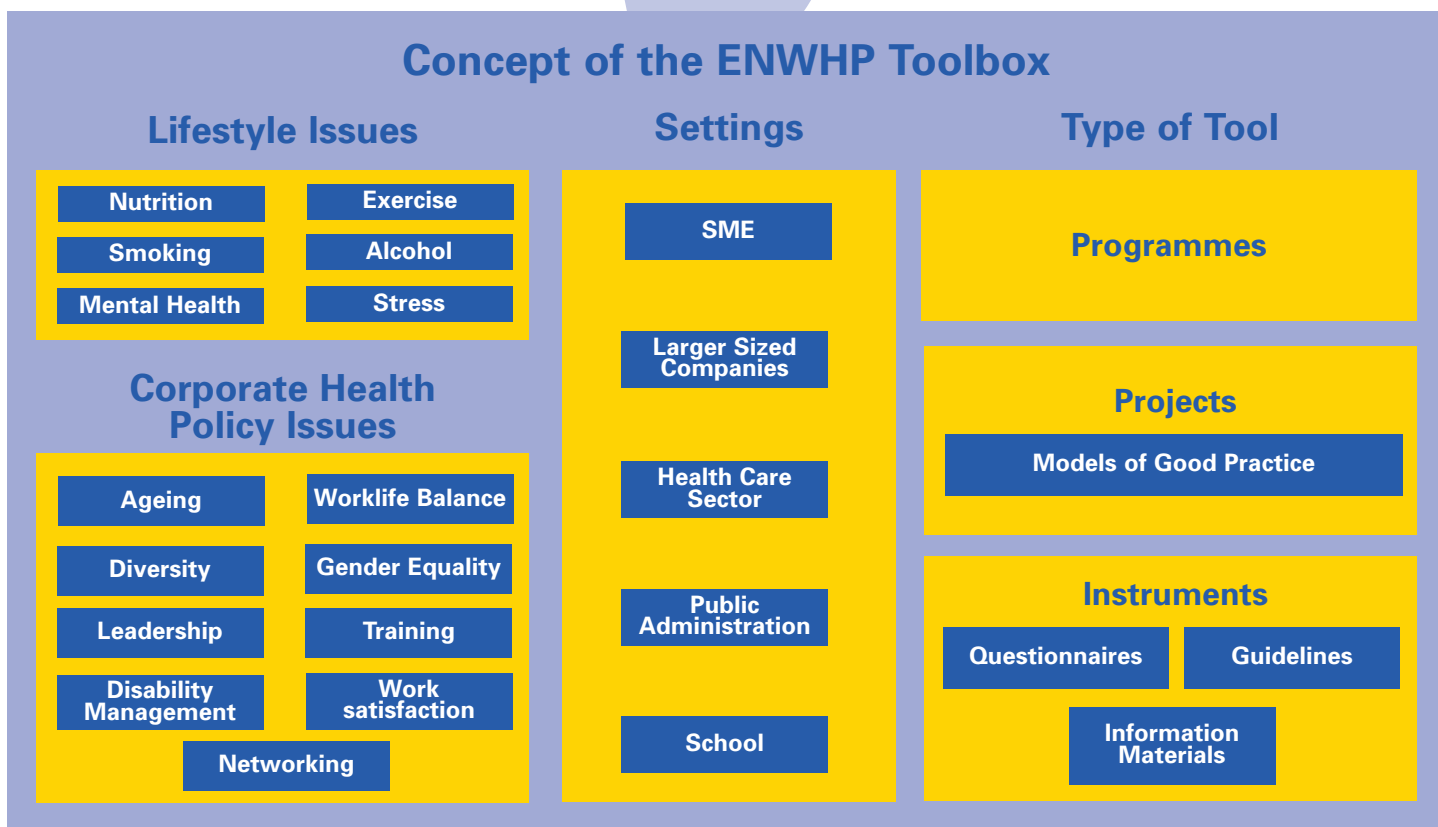
The ENWHP Toolbox consists of programs, projects and Models of Good Practice (MOGP) as well as instruments of WHP such as questionnaires, guidelines and information materials. The inventory identifies and describes useful WHP methods and instruments in all European countries, thus creating a true European 'exchange pool' for WHP practitioners and decision makers in the fields of human resource management, occupational health & safety and public health.

22 members of the Network have delivered descriptions of the most effective tools for WHP in their countries. The information was provided by using a fixed format. The Toolbox is part of the 4th Initiative of the Network (see figure 1) and resulted in a report and a database.

Figure 1. Initiatives of the Network

1st Initiative 1997-1999: Quality criteria and success factors of WHP	Identified (mainly larger) companies in participating countries which clearly demonstrated good practice in WHP.
2nd Initiative 1999-2001: WHP in small and medium-sized enterprises	Captured the experiences of Small and Medium Sized Enterprises (SMEs) in implementing WHP activities and make this information available to a wider audience.
3rd Initiative 2001-2002 WHP in the public administration sector	Analysed and documented the level of WHP in the public administration sector.
4th Initiative 2002-2004 The implementation of infrastructures for promoting workplace health	Consisted of three parts: 1. Making the Case for WHP: Analysis and documentation of the benefits and effectiveness of WHP. 2. The ENWHP Toolbox: A basic inventory of methods for WHP to support its implementation. 3. National "Forums": Setting up national networks to strengthen the exchange of experiences and raise awareness among stakeholders in the Member States.

Figure 2. Searching options in the ENWHP Toolbox



<http://www.enwhp.org>

Workplace health promotion (WHP) is about healthy employees in healthy companies. To achieve WHP the European Network for Workplace Health Promotion (ENWHP) initiates projects on developing and promoting good practice in workplace health.

What makes a tool a WHP Tool?

A WHP tool is a programme, project (Model of Good Practice) or an instrument suitable for improving or promoting health at the workplace, particularly for giving solutions tackling health related problems at the workplace such as: ageing workforce, disability management, alcohol abuse, smoking, unhealthy eating habits, mental health and stress.

In order to be called a tool it needs to be used for a clear purpose by a third party in a practical context. At organisational level a tool can be participatory, process-oriented, integrated in company management and the daily routines and structures of the organisation, induce organisation change, have special attention for continuity etc.

The tools in this toolbox are:

- used on a company level;
- used more than once (multi-use);
- transferable to different working situations and companies; and
- accessible to different kind of users.

What is the added value of the ENWHP Toolbox?

- It provides a unique overview of effective tools for WHP.
- It gives complete information on tools for WHP, including contact details and, in many cases, links to websites for downloading the tools directly.
- It gives easily access to tools for WHP from 22 European countries.
- It provides instruments and methods for WHP covering a wide range of topics and fields of action (e.g. needs analysis, intervention and marketing tools), targeting a broad scope of users in companies, administrations, research institutes, public health bodies, etc.
- It allows a tailored search by applying multiple search options (see figure 2).
- Models of Good Practice are part of the toolbox.
- Users can learn from experiences with WHP made in other countries.
- It is continuously updated by means of a web-based toolbox database.

How to obtain the toolbox?

The toolbox is available as a printed report and on CD-ROM: *ENWHP Toolbox: A European collection of methods and practices for promoting health at the workplace assembled by NIGZ Division Work & Health and the members of the European Network for Workplace Health Promotion (ENWHP).*

These materials and additional information are available at: Secretariat of the ENWHP
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D-45128 Essen
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Fax: +49 201 179 1032
E-mail: enwhp@bkk-bv.de

The web-based database provides the latest update of available WHP tools: www.enwhp.org. The full report can also be downloaded at this website.

Examples of tools available in the ENWHP Toolbox per country

Austria: Health Report: a statement for management and employees describing the structural analysis of the health situation within a company.

Belgium: Participatory Risk Assessment: together with employees concerned possible problems are traced and suggestions for improvement are proposed.

Czech Republic: WHP screening and intervention system: screening of risk factors and a needs assessment.

Denmark: Thermometer for wellbeing at work: a guideline for starting a dialogue and a process to maintain and improve the existing well-being at work at group level.

Finland: Team Bees: guideline for increasing cohesiveness of work community.

France: PLATO operation: a guideline to be used by SMEs to evaluate risks and implement WHP.

Germany: Health Circles at the workplace: problem-solving groups whose working methods are based on the quality circles.

Greece: Quality of life questionnaire in a hospital: a questionnaire to assess the needs for future health promotion initiatives for hospital staff.

Hungary: Consciousness of health: a television programme about the necessity of WHP.

Iceland: Key factors of job satisfaction: a tool to identify the impact of supported employment on the quality of life of people with intellectual disabilities.

Ireland: Creating a healthy teaching environment: a guideline to support teachers in undertaking stress prevention projects in their own schools.

Italy: Healthy workers in healthy organisations: a guide for implementing WHP.

Liechtenstein: SALSA Salutogenetic subjective work analysis: an instrument to identify work situations affecting health.

Luxembourg: Risks in prevention in the finance sector, in the construction sector and in SMEs: a methodology for the practical implementation of the legal framework for safety and health requirements.

Netherlands: Integrated Health Management: a method for companies to perform a self-evaluation on how health is integrated in their company policy.

Norway: The wheel of life phases – a pedagogical tool for planning and priorities for an ageing workforce.

Poland: How to promote health in the workplace - a series of guidelines, WHP information for employers and managers.

Romania: Needs assessment questionnaire for training/information in WHP.

Spain: Employee Assistant Programme (EAP): a tool to prevent, identify and control the cause associated with sick leave and absenteeism.

Sweden: Health Certification: a model to organise and ensure the quality of health promotion programmes in the workplace.

Switzerland: Quint Essenz: Quality Management tool for health promotion.

United Kingdom / Scotland: A training and resource pack on workplace alcohol and drug policies.

ENWHP: Questionnaire for self-assessment: a tool to help organisations to record the quality of their WHP-measures and continually improve them.

Joint programme: Framework guidelines for addressing workplace violence in the health sector.

