



Corporate Health Excellence Checklist

Check the appropriate boxes in each category to indicate if a program is: (1) implemented, (2) disseminated to all populations and sites, and/or (3) measured and trends are tracked over time. Programs are comprehensive, complete, and possibly excellent if all three boxes are checked in each category.

1.0 Leadership & Management

	Implemented	Well deployed	Measured showing trends	Implemented	Deployed	Measured (Trends)
1.1 Organization and administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clear vision and mission statements	Planning process clearly follows through organizational design and leadership	Planning shows systematic impact on health and safety activities, actions, and business impact
1.2 Organizational commitment, innovation and change management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policies exist to promote safety, health & environmental activities	Planning process throughout organization	Planning shows systematic impact on activities & business
1.3 Health information systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organized information systems for all activities	Systems used to collect information	Information analyzed & used to modify or implement programs
1.4 Program evaluation and quality improvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policies and programs have clear quality assurance processes and work toward best practices	Key goals and standards demonstrate health and safety improvement to employee population	Effectiveness has clear metrics and periodic reviews
1.5 Privacy, confidentiality and health records management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policies and practices are in place to protect confidentiality and comply with record retention schedules	Clear documentation exists to list all record types (paper & electronic) and retention process	Audits and quality reviews evaluate program goals and compliance
1.6 Systematic research, statistics, epidemiology (May not be applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Defined research protocols in place	Systematic research conducted on programs	Data analyzed and used to revise existing programs



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2.0 Healthy Workers

	Implemented	Well deployed	Measured showing trends	Implemented	Deployed	Measured (Trends)
2.1 Health evaluation of workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs exist to assess hazards, risks, and monitor exposures	Assessments are preventive and reactive across a defined population	Safety and compliance issues are directly effected by these programs
2.2 Occupational injury and illness management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There are ongoing assessments and investigations of activities, jobs and exposure issues	Identifies past and emerging issues with a systematic process to track improvements	Track reductions in accidents, injuries and disability related to program design
2.3 Non-occupational injury and illness management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Services are assessable and reactive to employee's urgent and non-urgent issues	Services are equally dispersed to all shifts, locations and populations	Productivity, loss days, return to work are direct outcomes of the program
2.4 Traveler health and infection control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs assess risks to travelers and other susceptible populations	Services cover all at risk populations including travelers	Immunization rates outcomes metrics attest to program effectiveness
2.5 Mental and behavioral health and misuse of substances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs offer prevention, early intervention and treatment services	Coverage for substance abuse issues has parity to other health treatments	Mental health, alcohol and substance abuse metric programs demonstrate reductions in risks
2.6 Medical screening and preventive services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs assess risk and identify and provide preventive services	Screening and preventive services available to all populations, locations, and shifts	Metrics measure programs' impact on health risks



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3.0 Healthy Environment

	Implemented	Well deployed	Measured showing trends	Implemented	Deployed	Measured (Trends)
3.1 Workplace health hazard evaluation inspection and abatement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs exist to assess hazards, risks, and monitor exposures	Assessments are preventive and reactive across a defined risk population	Safety and compliance issues are directly effected by these programs
3.2 Education regarding environmental hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs accurately describe potential hazards and educate employees of risks	Systems describe, refine, and react to emerging risks	Employee knowledge and participation predict reductions in exposures and risks
3.3 Personal protective equipment (May not be applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Assessments are conducted to determine type, use, and education of PPE	Employee populations are offered a choice of PPE for defined risks	PPE use is documented and reductions in exposures are related to proper use
3.4 Toxicological assessment (May not be applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ongoing assessments are made of potential toxic exposures	Existing materials including introduction of new chemicals, equipment, and processes for hazard potential are tracked	Processes show reductions of potential hazards and/or reduce numbers of toxics used
3.5 Environmental protection programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Controls are in place to reduce environmental releases with clear leadership, stewardship, and planning	Assessments of potential environmental hazards are done with associated prevention, drilling, and planning	Reductions in environmental releases, mishaps, and severity are demonstrated
3.6 Emergency preparedness, continuity planning, and disruption prevention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community resources are assessed and associated drilling/ planning processes defined	Employees, managers and the community are involved in emergency preparedness	Responses to actual or drilling situations meet or exceed planned times





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4.0 Healthy Organization

	Implemented	Well deployed	Measured showing trends	Implemented	Deployed	Measured (Trends)
4.1 Health promotion and wellness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs exist to address non-occupational health risks and wellness concerns	Risk communication and programs include general and targeted populations at risk	Assessments document education effectiveness and risk reductions
4.2 Absence and disability management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Policy, guidelines and best practices promote early return to work, disability and risk reductions	All covered members have access to programs and input into benefits	Reductions in lost days and disability demonstrated program effectiveness
4.3 Health benefits management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Quality health care and benefits are evaluated by qualified professionals and offered to employees and families	Covered members have ready access to cost effective and quality health services	Health, wellness, costs, and quality metrics show continuous improvement
4.4 Integrated health and productivity management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Programs exist to determine impact of health on productivity	Programs available to all populations, locations, and shifts	Metrics used to assess the impact on productivity including absenteeism and presenteeism