

Step 2. Wellness planning

Selecting an external wellness provider

Once you understand what a workplace wellness program is about, you might want some professional assistance to help with your program.

External wellness providers can assist by:

- › coordinating a wellness program
- › conducting needs assessment and planning
- › providing health promotion expertise
- › evaluating
- › delivering wellness activities.

Determine if the wellness provider:

- › is registered or has membership with their industry body
- › holds current professional indemnity and liability insurances
- › has references from other workplaces
- › will deliver or sub-contract the services
- › has experience in delivering services in workplaces
- › has experience working with people with a disability and people from different cultures
- › is committed to ethical business practices
- › offers ongoing support when the program or service is delivered.

Look for competency and compatibility

Finding a match between your workplace and a wellness provider is important. Make the right choice so you can work together towards a common goal.

How to choose the right one

Cost structures can vary. Don't assume that a higher price tag equals a higher standard of service.

- › Make a list of the services you expect from a provider. You can use this for your criteria when you invite providers to submit a quote.
- › Visit the Workplace Health Association Australia (WHAA) <www.workplacehealth.org.au>. The WHAA is the peak association for workplace health providers in Australia (formerly known as The Health and Productivity Institute of Australia or HAPIA).