



Quarterly Activity List

Q3 (January-March 2022) FY 2022

Please use this activity list as a *guide* for possible activities instead of trying to complete every activity suggested. Your Wellness Coordinator can assist if you need additional options.

PRE-ACTIVITY CHECKLIST:

- Obtain approval for activity by your internal legal counsel.

POST-ACTIVITY CHECKLIST:

- Distribute a Post-Activity Feedback Survey. (*Ask your Wellness Coordinator for an online form version.*)
- Submit photos (with [permission](#)) from events, challenges and success stories to WFHT.TN@tn.gov or to your Wellness Coordinator. (The [participation tracking sheet](#) may be submitted in addition to, or as an alternative to, photos.)
- Track your completed activities on an activity planner ([Excel spreadsheet](#), [Word doc](#) or [pdf](#)).

GUIDELINES:

- Submit completed activities to your Wellness Coordinator by 5 p.m. Central on **Tuesday, April 5.**
- [Frequently Asked Questions](#)
- [WFHTN Achievement Levels](#)



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FOCUS AREA	COMMUNICATE	ENGAGE	INSPIRE CHANGE
(Applies to related focus area.)	Share: <ul style="list-style-type: none"> Information on any National Health Observance. WFHTN's scheduled Virtual Events and/or Yoga for All sessions. Resources and/or events from Here4TN or ActiveHealth. A WFHTN Monthly Handout. 	<ul style="list-style-type: none"> Encourage employees to complete a short activity (crossword puzzle, word search, etc.). Host a Lunch 'n Learn or webinar (live or recorded). <i>Suggested topics: "A New Year of Health" with ActiveHealth; "Maintaining Balance in Life" with Here4TN</i> Host a virtual exercise or stretch break. 	<ul style="list-style-type: none"> Host any Team-Building Activity. Host any Well-being, Physical Activity, Healthy Eating or Tobacco Cessation Challenge. Share an employee success story.
WELLNESS COUNCIL	Share: <ul style="list-style-type: none"> This Quarterly Activity List with your Wellness Council members. A Post-Activity/Webinar Survey after an activity or webinar. 	<ul style="list-style-type: none"> Participate in the monthly <i>WFHTN Wellness Council Webinar</i>. (Click here to join.) Recruit a new Wellness Council member. Invite other agency(s) to participate in your activity, challenge or webinar. 	<ul style="list-style-type: none"> Host a Wellness Council meeting.
PHYSICAL ACTIVITY	Share: <ul style="list-style-type: none"> Daily Tips to Stay Active in recognition of American Heart Month (February). Healthy Parks Healthy Person resources. 	<ul style="list-style-type: none"> Encourage employees to try a 5-Minute Laughter Yoga workout in recognition of Belly Laugh Day (Jan. 24). Encourage employees to participate in an upcoming event at a Tennessee State Park. 	<ul style="list-style-type: none"> Host a game of Physical Activity Trivia in recognition of National Trivia Day (Jan. 4)! Host a Mix Up Your Moves Challenge.
HEALTHY EATING	Share: <ul style="list-style-type: none"> Improving Your Eating Habits from the CDC Sodium: Tracking Down the Salt in Food with Professor Saul T. infographic from Million Hearts 	<ul style="list-style-type: none"> Small steps can lead to big successes! Encourage your co-workers to participate in a one-week Small Steps to Healthier Eating challenge (tracker). Invite your employees to take on Chocolate IQ Quiz! <i>WFHTN will award a prize to five random participants.</i> 	<ul style="list-style-type: none"> Plan a one-week heart-healthy menu using these heart-healthy recipes. Share your menu (here's a weekly calendar) to WFHT.TN@tn.gov. <i>WFHTN will award a prize to five random participants.</i> Share your most flavorful recipe(s) in honor of National Nutrition Month's (March) "Celebrate a World of Flavors" theme! Submit food photos and recipes to WFHT.TN@tn.gov.
WELL-BEING	<ul style="list-style-type: none"> Celebrate National Hobby Month (January) by sharing the WFHTN Hobbies Resources. Wear RED on Friday, Feb. 4 for National Wear Red Day. 	<ul style="list-style-type: none"> In honor of Healthy Weight Week, invite employees to join our "Healthy Weight at Work" webinar with WFHTN Wellness Coordinator Morgan on Thursday, Jan. 20 at 12 p.m. Central or Friday, Jan. 28 at 11:30 a.m. Central. In honor of International Day of Happiness, (March 20), have employees submit what makes them happy to this virtual Joy Jar. 	<ul style="list-style-type: none"> Join WFHTN's all-agency S.M.A.R.T. Goal Challenge Sunday, Jan. 9 through Saturday, Feb. 5. (Sign up for challenge communications HERE.) <i>WFHTN will award a prize to 10 random participants.</i> Host a Sound Sleep Challenge in honor of Sleep Awareness Week (March).

**We want your Wellness Council to be creative! Share your ideas with your Wellness Coordinator to see which goal it would fall under.*



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