



## Quarterly Activity List

Q4 (April-June 2023) FY 2023

Please use this activity list as a *guide* for possible activities instead of trying to complete every activity suggested. Your WFHTN 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](#).
- Submit photos (with [permission](#)) from events, challenges and success stories to [WFHT.TN@tn.gov](mailto:WFHT.TN@tn.gov) or to your WFHTN Wellness Coordinator. (The WFHTN [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](#)). We invite you to reach out to your Wellness Coordinator to help you meet your desired achievement level. Your Wellness Coordinator can track your Wellness Council's efforts, as well as provide suggested strategies.

### **GUIDELINES:**

- Submit completed activities to your WFHTN Wellness Coordinator by 5 p.m. CT on Wednesday, April 5.
- [Frequently Asked Questions](#)
- [Achievement Levels](#)
- [Fiscal Year 2023 Special Recognition Awards](#)
  - o [Award Nomination Form](#)



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FOCUS AREA	COMMUNICATE	ENGAGE	INSPIRE CHANGE
<b>(Applies to related focus area.)</b>	Share: <ul style="list-style-type: none"> <li>Information on any <a href="#">National Health Observance</a>.</li> <li>WFHTN's scheduled <a href="#">Activities, Workouts &amp; Webinars and/or Yoga for All sessions</a>.</li> <li>Resources and/or events from <a href="#">Here4TN</a> or <a href="#">ActiveHealth</a>.</li> <li>A <a href="#">WFHTN Monthly Handout</a></li> </ul>	<ul style="list-style-type: none"> <li>Encourage employees to complete a short activity (crossword puzzle, word search, etc.).</li> <li>Host or promote and join a <a href="#">Lunch 'n Learn or Webinar</a> (live or recorded).</li> <li>Host or promote and join a virtual exercise or stretch break.</li> </ul>	<ul style="list-style-type: none"> <li>Host OR promote and join any <a href="#">Team-Building Activity</a>.</li> <li>Host OR promote and join any <a href="#">Well-being, Physical Activity, Healthy Eating</a> or <a href="#">Tobacco Cessation</a> Challenge.</li> <li>Share an employee <a href="#">success story</a>.</li> </ul>
<b>WELLNESS COUNCIL</b>	Share: <ul style="list-style-type: none"> <li>This Q4 Activity List with your Wellness Council members.</li> <li>A Post-Activity or Webinar Survey after an activity or webinar.</li> </ul>	<ul style="list-style-type: none"> <li>Attend the monthly WFHTN Wellness Council webinars on April 6, May 4 and June 1. <a href="#">Link to join</a></li> <li>Recruit a new Wellness Council member.</li> <li>Invite other agencies to participate in your activity, challenge or webinar.</li> </ul>	<ul style="list-style-type: none"> <li>Host a Wellness Council meeting.</li> <li>Invite WFHTN to speak at an all-staff meeting.</li> <li>Speak about your Wellness Council at an all-staff meeting.</li> <li>Share event photos (<a href="#">with permission</a>) to be posted on our WFHTN social media.</li> </ul>
<b>PHYSICAL ACTIVITY</b>	Share: <ul style="list-style-type: none"> <li><a href="#">Get the Right Sneakers for Your Workout Infographic</a></li> <li><a href="#">Get Out! 5 Benefits of Outdoor Exercise</a> in recognition of <a href="#">Great Outdoors Month</a> (June)</li> </ul>	<ul style="list-style-type: none"> <li>Share these <a href="#">Yoga Video Resources</a> in recognition of <a href="#">Stress Awareness Month</a> (April).</li> <li>Get active outdoors by visiting one of the many Tennessee <a href="#">Greenways, Trails</a> or <a href="#">State Parks!</a></li> </ul>	<ul style="list-style-type: none"> <li>Promote and join the <a href="#">WFHTN Bloom into Spring Challenge</a> (April 10-May 7). <i>Five participants chosen at random will win a prize!</i></li> <li>Promote and join the <a href="#">Build Stronger Bones Workout</a> on Thursday, May 11 from 1-1:15 p.m. CT.</li> </ul>
<b>HEALTHY EATING</b>	Share: <ul style="list-style-type: none"> <li><a href="#">12 Vegetables You Can Regrow from Scraps</a> in recognition of <a href="#">National Garden Month</a> (April)</li> <li><a href="#">Calcium and Vitamin D: Shopping List</a> in recognition of <a href="#">National Osteoporosis Month</a> (May)</li> <li><a href="#">Seasoning with Herbs &amp; Spices</a> in recognition of National Herbs and Spices Day (Saturday, June 10)</li> </ul>	<ul style="list-style-type: none"> <li>Promote and attend our <a href="#">Get to Know the Hunger Scale</a> session on Thursday, May 25.</li> <li>Show off your favorite spot to take your <a href="#">lunch hour</a> for National Take Back the Lunch Break Day (Friday, June 16). Send us a snapshot of your creation (<a href="#">with permission</a>) to <a href="mailto:WFHT.TN@tn.gov">WFHT.TN@tn.gov</a>. <i>Five participants chosen at random will win a prize!</i></li> </ul>	<ul style="list-style-type: none"> <li>Promote and join a <a href="#">Better Bites BINGO</a> game (May).</li> <li>Make a fruit and/or veggie-focused <a href="#">recipe</a> in honor of <a href="#">National Fruits &amp; Vegetables Month</a> (June). Send us a snapshot of your creation (<a href="#">with permission</a>) to <a href="mailto:WFHT.TN@tn.gov">WFHT.TN@tn.gov</a>. <i>Five participants chosen at random will win a prize!</i></li> </ul>
<b>WELL-BEING</b>	Share: <ul style="list-style-type: none"> <li><a href="#">Here4TN Stress Topic Center</a> in honor of Stress Awareness Month (April)</li> <li><a href="#">Prenatal Health Handout</a></li> <li><a href="#">Men's Health Month (June) Handout</a></li> </ul>	<ul style="list-style-type: none"> <li>In honor of <a href="#">National Humor Month</a> (April) <a href="#">share your favorite joke</a> with WFHTN. It could be featured on WFHTN social media! <i>Three participants chosen at random will win a prize!</i></li> <li>Promote and join the <a href="#">Laughter Yoga</a> session on Friday, April 21 from 10-10:20 a.m. CT.</li> <li>Promote the <a href="#">Blood Pressure Scavenger Hunt</a> in honor of <a href="#">Blood Pressure Education Month</a> (May). <i>Three participants chosen at random will win a prize!</i></li> </ul>	<ul style="list-style-type: none"> <li>Host or promote and join the WFHTN <a href="#">Happiness Challenge</a> (June). <i>Ten participants chosen at random will win a prize!</i></li> <li>In honor of <a href="#">World No Tobacco Day</a> (May 31), ask employees to complete a tobacco cessation sign and share a photo (<a href="#">with permission</a>) to <a href="mailto:WFHT.TN@tn.gov">WFHT.TN@tn.gov</a>.           <ul style="list-style-type: none"> <li><a href="#">#MyWhy</a></li> <li><a href="#">#TheDayIQuit</a></li> <li><a href="#">#WhyIDon'tSmoke</a></li> </ul> </li> </ul>

**\*We support your creativity! If you have an idea not included on this list, share with your WFHTN Wellness Coordinator to see which goal it would fall under.**



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