Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
Washington
West Virginia
Wisconsin
Wyoming
District of Columbia
American Samoa
Guam
Northern Mariana Islands
Puerto Rico
United States Minor Outlying Islands
U.S. Virgin Islands
Other

Postal code

Country

United States
American Samoa
Guam
Northern Mariana Islands
Puerto Rico
U.S. Virgin Islands
Baker Island
Howland Island
Jarvis Island
Johnston Atoll
Kingman Reef
Midway Atoll
Navassa Island
Palmyra Atoll
Wake Island
<table>
<thead>
<tr>
<th>Organizational type</th>
<th>Private company</th>
<th>Public company</th>
<th>Nonprofit</th>
<th>School/school district</th>
<th>University/college campus</th>
<th>Faith-based organization</th>
<th>Community-based organization (for example health centers, insurance companies, retailers, business groups, etc.)</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAICS Organizational classification</td>
<td>NAICS stands for the North American Industry Classification System, which is designed to be a standardized method to classify businesses by the type of activity they are engaged in. For more information, visit <a href="http://www.naics.com">www.naics.com</a> [<a href="http://www.naics.com">http://www.naics.com</a>]</td>
<td>Agriculture, forestry, fishing, and hunting</td>
<td>Mining</td>
<td>Utilities</td>
<td>Construction</td>
<td>Manufacturing</td>
<td>Wholesale trade</td>
<td>Retail trade</td>
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<td></td>
<td>Transportation and Warehousing</td>
<td>Information</td>
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<td></td>
<td>Finance and Insurance</td>
<td>Professional Scientific and Technical Services</td>
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<td></td>
<td>Real Estate Rental and Leasing</td>
<td>Management of Companies and Enterprises</td>
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<td></td>
<td>Administrative and Support and Waste Management and Remediation Services</td>
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<td></td>
<td></td>
<td></td>
<td>Educational Services</td>
<td>Healthcare and Social Assistance</td>
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<td></td>
<td></td>
<td>Arts, Entertainment and Recreation</td>
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<td></td>
<td></td>
<td></td>
<td>Accommodation and Food Services</td>
<td></td>
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<td></td>
<td></td>
<td>Public Administration</td>
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<td></td>
<td></td>
<td></td>
<td>Other Services</td>
<td></td>
</tr>
</tbody>
</table>

| Workforce size                  |                                  |                                  |                                 |                              |                              |                                |                                  |                |
| Total number of employees       |                                  |                                  |                                 |                              |                              |                                |                                  |                |

<table>
<thead>
<tr>
<th>Do you provide (or make contributions to) employer-based health insurance coverage?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>What percent, if any, do you contribute to your employee's healthcare coverage?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual gross revenue</td>
<td>0-$1M</td>
<td>$1M - $10M</td>
</tr>
</tbody>
</table>
What percent of your employees' gross annualized earnings were...[best estimate]:

At, or below $54,000

Why are we asking for this information? Health equity is central to the American Heart Association’s mission of driving longer, healthier lives. Collecting data on the percentage of lower-income employees helps us monitor and evaluate the overall inclusivity and diversity of our participating organizations based on a key social driver of health, that is, income. This information is treated with confidentiality and only aggregate data is used for reporting purposes. Employer anonymity and data protection are fundamental principles guiding our approach to data collection and analysis.

Above $54,000

Are you a member of SHRM?

Yes
No

Leadership Support

The questions in this section assess the involvement of your leadership in advocating for well-being in your organization.

In the last 12 months, did your organization...

1. Champion health and well-being at all levels of management?

Check all that apply.

- All levels of management participate in health and well-being activities
- Leaders discuss the value of improving employee health and well-being with all employees (for example, in verbal communications, email bulletins, townhall style meetings, or newsletters)
- Leaders publicly recognize employees for healthy actions or health-related achievements

2. Budget for health and well-being initiatives (apart from health insurance and incentives for employees)?

Yes
No

3. Have a formal, written strategic health and well-being plan that included specific, measurable goals and objectives?

Yes
No

4. If so, did your organization implement the formal written strategic health and well-being plan through any of the methods listed below?

Check all that apply.

- Middle managers and supervisors are made aware of the plan
- Middle managers and supervisors are held accountable for meeting the objectives of the well-being plan
- The plan is shared with all employees (for example, in email bulletins, on an employee resource website, or in townhall style meetings)
- There is a system for recognition and awards for meeting the well-being plan goals
5. Have a paid health and well-being promotion coordinator (or a designated team) whose job is to implement a health and well-being promotion program?  
Answer yes only if this person is an employee (either part-time or full-time) at your organization.
Yes  
No

6. Was your health and well-being promotion coordinator or team accountable to leadership to reporting company outcomes annually?  
Yes  
No

7. Did your CEO or C-suite visibly champion health and well-being programs?  
Yes  
No

8. Have health and well-being Key Performance Indicators included in your CEOs performance objectives?  
Yes  
No

9. Have an active health and well-being promotion committee or taskforce that advocates and supports the health and well-being initiatives...?  
Check all that apply.  
Meets regularly  
Is responsible for shaping the organization’s health and well-being plan  
Is accountable to the C-Suite

10. Have employee volunteer health and well-being champions who support the health and well-being programs?  
For example, engages in word of mouth communications to colleagues, role modelling, serving as liaison between workers and managers.  
Yes  
No

### Organizational Policies and Environment

The questions in this section assess the policies, guidelines and physical environment that support workforce well-being.

In the last 12 months, did your organization...

### General Policy

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Have written policies or guidelines in the following areas?</td>
<td>Check all that apply.</td>
</tr>
<tr>
<td>Occupational health and safety</td>
<td></td>
</tr>
<tr>
<td>Drug / alcohol free workplace</td>
<td></td>
</tr>
<tr>
<td>Workplace harassment</td>
<td></td>
</tr>
<tr>
<td>Flexible working schedule</td>
<td></td>
</tr>
<tr>
<td>Conduct employee health and well-being assessments (for example HRAs) through vendors, onsite staff, or health plans?</td>
<td>Yes</td>
</tr>
<tr>
<td>No</td>
<td></td>
</tr>
<tr>
<td>Use any of the following methods to provide individual feedback with health education to employees with identified risk factors on their health and well-being assessment?</td>
<td>Check all that apply.</td>
</tr>
<tr>
<td>An assessment report as part of the health assessment process</td>
<td></td>
</tr>
<tr>
<td>One-on-one counseling – online</td>
<td></td>
</tr>
<tr>
<td>One-on-one counseling – telephonic</td>
<td></td>
</tr>
<tr>
<td>One-on-one counseling – in-person</td>
<td></td>
</tr>
</tbody>
</table>
### Mental Health Policy (including Substance Abuse)

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>14. Survey employees to determine whether they can access timely and effective mental health care?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>15. Have a written mental health policy?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>A mental health policy is a document that outlines how your organization creates a mental-health friendly workplace by supporting the mental health of employees including by offering prevention and treatment benefits, trainings and services.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>16. Provide access to a free employee assistance program (EAP) that covers mental health counselling and connects employees to mental health care?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>17. Track the percent of employees who accessed EAP benefits?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>18. What was the percentage of employees accessing EAP benefits (best estimate)</td>
<td>Less than 5%</td>
<td>Between 5% and 10%</td>
</tr>
<tr>
<td>19. Provide health insurance coverage that includes free or subsidized treatment for depression, anxiety, other mental health conditions, and mental health medications?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>20. Provide training for managers to recognize the warning signs of potential mental health conditions and refer employees to company resources?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Note: Managers are not asked to diagnose mental health conditions, rather to recognize potential warnings and encourage employees to seek professional assistance.</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

### Tobacco Policy

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>21. Have a written tobacco-free policy banning the use and sales of all tobacco/nicotine products (including e-cigarettes) within the enclosed areas on the company premises with no exceptions?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>This includes buildings and vehicles owned, leased, or operated by the organization.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>22. Inform employees of the policy through the organizational policy manual, and inform visitors and contractors through clearly-posted signs?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>23. Provide tobacco cessation coverage as defined by the US Department of Labor?</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>This includes offering the following services with no out-of-pocket costs: (1) screening for tobacco use and (2) two cessation attempts for those</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
24. Offer benefits for current non-smokers and for current smokers who were actively trying to quit tobacco?

Yes
No

25. Refer tobacco users to a state or other tobacco cessation telephone quit line?

Yes
No

26. Enforce a tobacco-free policy banning the use and sales of all tobacco/nicotine products outside property or grounds owned or wholly leased by the organization?

This includes work areas, construction sites, temporary offices, trailers, restrooms, vehicles, and parking lots. This also applies to private vehicles while they are on the organization's property.

Yes
No

27. Have a written policy that make healthier food and beverage choices available in cafeterias, snack bars and vending machines?

Answer "yes" if, for example, the policy and formal communication make available vegetables, fruits, whole grains, snacks low in sodium and added sugars, and limits on processed meats.

Yes
No

28. Offer at least 50% healthy beverage choices at the workplace (for example, in vending machines, snack bars, and cafeterias) and eventually eliminate sugar sweetened beverages at the workplace?

Answer "yes" if the policy meets the American Heart Association's Healthy Workplace nutrition standard for beverages such as offering water, low-fat milk, 100% fruit/vegetable juice.

Yes
No

29. Offer a minimum of 25% healthy food options, with a plan to annually improve this percentage, in vending machine and other snack choices available at cafeterias or snack bars?

Answer "yes" if the healthier options meet the American Heart Association's recommended nutrition criteria and selections that support a healthy diet pattern such as zero grams trans-fat, no more than 200 calories/serving, no more than 1 gram of saturated fat.

Yes
No

30. Ensure that catered meals offered (breakfast, lunch or dinner) in cafeterias, on- or off-site meetings, and other meals served at worksites align with American Heart Association recommendations for a heart-healthy diet?

Answer "yes" if foods served at meals are consistent with a healthy dietary pattern, which promotes consumption of fruits, vegetables, whole grains, nonfat and low-fat dairy, fish, skinless poultry, legumes and nuts, and limits consumption of sodium, processed meats, saturated and trans fats, added sugars and limits and ultimately excludes sugar-sweetened beverages.

Yes
No
31. Post nutritional information and menu labelling on sodium, calories, and added sugars for foods and beverages offered at the worksite (for example, in cafeterias, snack bars, vending machines, or catered meals)?

Yes
No

32. Subsidize or provide discounts on healthy food and beverage choices available in the workplace?

Yes
No

Physical Activity Policy

33. Offer and promote the use of recreation facilities or gym memberships (free or subsidized) onsite and/or offsite?

Answer “yes” if discounts on gym memberships are either offered through the benefits package and/or directly by your organization.

Yes
No

34. Offer and promote various onsite or offsite physical activity programs (for example aerobics, yoga), which could be free or at a cost to the employee?

Yes
No

35. Allow employees time off during the workday to engage in physical activity?

This may be limited to regular breaktimes.

Yes
No

36. Provide and promote a supportive environment for physical activity, recreation or exercise through any of the following options?

Check all that apply.
- Indoor/outdoor walking/jogging tracks or trails
- Maps of suitable walking routes
- Bicycle racks
- Open-space designated for recreation
- Post signs to encourage employees to take the stairs
- Shower and/or changing facility and/or locker room
- Subsidized public transportation use
- Walking meetings

Healthy Design Policy
37. Implement components of healthy design in your workplace?

Check all that apply.
- Adjustable / standing desks
- Proper air / ventilation
- Adequate kitchen space that allows for the preparation of meals on-site
- Cafeteria architecture promoting healthy options
- Ready access to windows/ outside light
- Ergonomic workstations
- Access to meditation or mindfulness areas

Lactation Policy

38. Support breastfeeding mothers by implementing the policies listed below?

Check all that apply.
- Have a written policy on breastfeeding
- Provide access to a private room for breastfeeding or pumping other than a bathroom, with appropriate seating and privacy
- Provide refrigerator and/or freezer space to store expressed breast milk
- Provide flexible paid or unpaid break times to allow mothers to pump breast milk
- Provide and promote maternal health support groups and educational classes

Sick Leave Policy

39. Offer paid parental leave, separate from any accrued sick leave, annual leave, or vacation time?

Yes
No

Disaster Preparedness Policy

40. Have a written disaster preparedness plan for business continuity?

Answer “yes” if your organization had a plan for emergencies such as tornadoes, earthquakes, epidemics/pandemics, floods, hurricanes, wildfires, or an active shooter.

Yes
No

Flu Policy
41. Provide health insurance coverage for free influenza (flu) vaccinations?  Yes  No

42. Provide free influenza vaccinations at your worksite?  Yes  No

Pet Policy

43. Support employee pet-ownership?  Answer “yes” if, for example, your organization supports policies like subsidizing pet health insurance, offering paid leave for pet adoption, reimbursement of adoption fees, or allowing pets onsite in offices on a limited or regular basis.  Yes  No

Communications

The questions in this section assess whether your organization supports well-being with strategic communications.

In the last 12 months, did your organization...

44. Have a written communication plan for internal health and well-being communications?  Yes  No

45. Tailor your communication plan to identify employees for targeted communications based on demographics (for example, age, gender, language, health literacy or type of worker)?  Yes  No

46. Tailor health and well-being programs and education materials to the language, literacy levels, or cultural preferences of the workforce (for example, offering a webinar in both English and Spanish)?  Answer “no” if you do not perceive a need for tailoring health promotion programs and education materials to any specific group(s).  Yes  No

47. Communicate at least quarterly about health and well-being programs through at least 2 communication channels?  Yes  No

Programs and Interventions

The questions in this section assess whether your organization offers programs that address health risks and chronic conditions.

In the last 12 months, did your organization...

48. Provide free or subsidized programming for employees on the following health risks through workshops (in-person or online
### 49. Provide free or subsidized programming for employees on the following health risks through lifestyle coaching? (One-on-one group, in person, online, or telephonically; with follow-up monitoring)

<table>
<thead>
<tr>
<th>Programming</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tobacco cessation</td>
</tr>
<tr>
<td>Nutrition and healthy eating</td>
</tr>
<tr>
<td>Physical activity</td>
</tr>
<tr>
<td>Weight management</td>
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<tr>
<td>High blood pressure / Hypertension</td>
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<tr>
<td>Cholesterol</td>
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<tr>
<td>Diabetes</td>
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<tr>
<td>Alcohol use</td>
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<tr>
<td>Drug use</td>
</tr>
<tr>
<td>Mental health</td>
</tr>
<tr>
<td>Stress Management</td>
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<tr>
<td>Sleep</td>
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</tbody>
</table>

This may be offered directly through the well-being program or indirectly through EAP or health plan benefits.

### 50. Provide a free or subsidized disease management (DM) program (including lifestyle management) through your health plan or a vendor to address the following diseases or health conditions?

Check all that apply.

<table>
<thead>
<tr>
<th>Disease or Condition</th>
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</thead>
<tbody>
<tr>
<td>Obesity</td>
</tr>
<tr>
<td>Diabetes</td>
</tr>
<tr>
<td>High blood pressure / Hypertension</td>
</tr>
<tr>
<td>Heart disease</td>
</tr>
<tr>
<td>Chronic obstructive pulmonary disease (COPD)</td>
</tr>
<tr>
<td>Musculoskeletal disorder (including back pain)</td>
</tr>
<tr>
<td>Mental health</td>
</tr>
<tr>
<td>Arthritis</td>
</tr>
<tr>
<td>Asthma</td>
</tr>
<tr>
<td>Cancer</td>
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</tbody>
</table>

### 51. Provide information identifying the signs, symptoms, and need for emergency response to stroke, heart attack, and cardiac arrest through posters or flyers in the common areas of your worksite (such as bulletin boards, kiosks, break rooms), emails, newsletters, management communications, websites, seminars, or classes?

- **Yes**
- **No**

### 52. Have an cardiac emergency response plan (CERP), that follows evidence-based recommendations and which includes an emergency response team that addresses acute heart attack and stroke events?

- **Yes**
- **No**

### 53. Have a policy that requires an adequate number of employees per floor, work unit, or shift, in accordance with pertinent state and federal laws, to be certified in First Aid and Cardiopulmonary

- **Yes**
- **No**
Resuscitation (CPR), including Automated External Defibrillator (AED) use, through a nationally-recognized training course? It is recommended that at a minimum, at least 10% of staff or volunteers (as applicable) should have current CPR/AED certification. Training shall be renewed at least every two years. The absolute minimum number of people trained is 3 to ensure that CPR is initiated, AED is retrieved, and 911 is notified.

54. Institute a policy to educate all employees in Cardiopulmonary Resuscitation (CPR) including Automated External Defibrillator (AED) through a training course, video-based education, or a facilitator-led or self-directed activity on an annual basis?

Yes
No

55. Have an adequate number of AED units in place such that a person can be reached within 3-5 minutes of collapse?

Yes
No

56. Perform Cardiac Emergency Response Plan (CERP) practice drills at least annually to assure optimal performance during an actual emergency? Workplaces should consider multiple drills.

Yes
No

57. Conduct an annual review of the Cardiac Emergency Response Plan (CERP), including post-event documentation, to determine whether it was sufficient to enable an appropriate response to the specific cardiac emergency?

Yes
No

58. Offer retirement accounts such as 401ks?

Yes
No

59. If yes, are those accounts opt-in or opt-out?

Opt-in (employee must take action to participate)
Opt-out (participation is automatically established upon hire; employee must take action to disenroll)

Engagement

The questions in this section assess the degree to which your organization engages employees and their dependents in health and well-being.

In the last 12 months, did your organization...

60. Include employee input in the design of the health and well-being program and communications?

Yes
No

61. Engage dependents in their health and well-being in any of the ways listed below? Dependents include spouses, domestic partners and children.

Check all that apply.

- Provide access to well-being programs
- Provide incentives to participate in programs
- Target communications
- Collect health and well-being data
62. Use financial and/or non-financial incentives to increase participation in the health and well-being program? Yes No

63. Provide or subsidize wearable devices (i.e., activity trackers) to promote employee engagement in your health and well-being program? Yes No

Community Partnerships and Advocacy
The questions in this section assess the degree to which your organization engages in the community to advocate for health and well-being policies and initiatives.

In the last 12 months, did your organization...

64. Provide and promote paid time off for employee volunteerism? Yes No

65. Engage in advocacy or otherwise support improvements in local, state, or federal policy that was intended to improve health and well-being? For example, did your organization support policies that discouraged tobacco use, increased access to nutrition, or addressed barriers to health?
Yes No

66. Invest resources such as money, in-kind donations, or matching employees gifts to promote or otherwise support community efforts focused on improving health and well-being?
Yes No

67. Take any action in your community or support efforts aimed at eliminating health inequities and promoting health equity?
Yes No

Reporting Outcomes
The questions in this section assess how robustly your organization engages in measurement and evaluation of health and well-being programs.

In the last 12 months, did your organization...

68. Conduct ongoing, formal evaluations of health and well-being programs that use multiple data sources? Answer “yes” if, for example, your organization conducts annual studies that measure knowledge of chronic diseases, behavior change, health risk reduction, and return on investment, or value on investment (for example, job satisfaction, attraction/retention of talent).
Yes No
69. Use data to assess or modify your health and well-being programs?

Answer "yes" if, for example, you use data to modify your strategic plan, add or modify policies, add or drop programs or activities, modify the implementation schedule, change incentive structures, identify community partnerships, or enhance communication strategies.

Yes
No

70. Collect a variety of relevant data to measure your health and well-being program implementation?

Check all that apply.

- Overall program participation rates
- Employee participation rates for specific programs
- Employee satisfaction with programs and activities

71. Collect a variety of relevant data to measure your workplace health and well-being program outcomes?

Check all that apply.

- Biometrics
- Health risk assessments
- Absenteeism or presenteeism
- Workers' compensation and disability claims
- Health behaviors
- Well-being
- Employee engagement
- Healthcare utilization and medical costs
- Individual risks based on social factors (for example, food or housing insecurity, poverty, high crime rate, lack of health insurance)

72. Examine utilization of Employee Assistance Programs (EAP) or other health plan data to determine whether employees are accessing appropriate mental health services?

Yes
No

73. Evaluate financial hardships and economic insecurity of workers and their families?

For example, does your human resources department consider pay scale when designing the benefits plan?

Yes
No

74. Administer an employee survey that asked about the overall quality of your health and well-being program?

Yes
No

75. If yes, how did your employees rate the program in terms of its overall quality?

- Poor
- Fair
- Good
- Very good
- Excellent

**Health Equity**

Companies that promote health equity, including promoting Diversity, Equity, and Inclusion (DEI) in their workplace have been shown to create a culture of health that is associated with better health and well-being outcomes. Health equity would be achieved if all people had the just opportunity to be healthy. The American Heart Association's official statement on health equity reads: Everyone deserves an optimal and just opportunity to be healthy, giving special attention to the needs of those at greatest risk of poor health and no one is disadvantaged from achieving their potential because of social position or any other socially defined circumstance. In collaboration with the American Heart Association's CEO Roundtable, we are delivering on our commitment to health equity with the launch of Driving Health Equity in the Workplace. This initiative provides employers a roadmap, related tools, sample policies and best practices to build a more equitable workplace. Visit [www.heart.org/WorkplaceEquity](https://www.heart.org/WorkplaceEquity) to access the downloadable report and learn more.
<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
</table>
| 76. Prioritize health equity as a strategic business imperative embedding into mindset, operations, and talent. | Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 77. Design and implement comprehensive health and well-being policies and programs so that they benefit all groups of employees. | Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 78. Train managers in health equity and equip them with resources to implement health equity strategies. | Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 79. Take steps to minimize bias and discrimination in hiring and retention practices | Base your answer on whether your organization has implemented any of the following strategies:  
established hiring objectives to ensure that your workforce is representative of the community; partnered with local community organizations to source talent; provided training to hiring managers to mitigate bias in recruiting and selecting diverse talent; benchmarked against external hiring standards; leveraged employee resource groups to improve the hiring process; prioritized transparency with qualitative and quantitative employee perception surveys with actionable next steps.  
Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 80. Include equity metrics and indicators in performance processes and evaluations | Base your answer on whether your organization has implemented any of the following strategies:  
evaluating hiring practices for potential bias; evaluating potential bias in employee performance review; promoting hiring practices that foster an inclusive work environment.  
Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 81. Strive to assemble a leadership team that is composed of people from diverse backgrounds and representatives of the workforce community | Base your answer on whether your organization implemented any of the following strategies:  
built a pipeline of diverse candidates prepared to step in when an opening finally comes; removed bias from talent-acquisition processes; considered benefits that support the needs of underrepresented employees. (Diversity includes, but is not limited to race, ethnicity, gender, sexual orientation, age, ability, veteran status and other factors).  
Not Sure  
Not implemented and no plans to implement  
Plan to implement in the next 6-12 months  
Currently in place |
| 82. Adopt anti-discrimination principles and implement anti-discrimination policies (EC, race, gender, religion) | Anti-racism refers to the “conscious decision to make frequent, consistent, interstitial, equitable choices daily.” Base your answer on |
whether your organization intentionally implemented any of the following strategies with the explicit intention of combating racial inequalities: proactively conducted workplace climate surveys to understand employee experiences and addressed concerns; supported employee resource groups; established mentoring and leadership development programs; provided tuition assistance; invested in local community development.

Not Sure
Not implemented and no plans to implement
Plan to implement in the next 6-12 months
Currently in place

83. Ensure pay equity and promote a living wage.

A living wage refers to sufficient income for basic living expenses and takes into account the local cost of living. Base your answer on whether your organization implemented any of the following strategies: adopted a formal, written policy that provides a living wage; proactively initiated systematic and regular pay equity audits to ensure that sources of inequity are identified early and correctly promptly; evaluated and adjusted wages regularly to ensure that all employees are paid a living wage. To review living wages across counties in the U.S., visit the MIT Living Wage Calculator at https://livingwage.mit.edu/.

Not Sure
Not implemented and no plans to implement
Plan to implement in the next 6-12 months
Currently in place

84. Ensure employees have a voice in organizational decision-making where appropriate.

Base your answer on whether your organization implemented any of the following strategies: developed mechanisms that encourage employee input and involvement in decision-making; recognized and rewarded participation; provided and ensured transparency in decision-making; followed-up and provided feedback on actions taken based on input received.

Not Sure
Not implemented and no plans to implement
Plan to implement in the next 6-12 months
Currently in place

85. Offer diversity, equity, and inclusion training for all employees.

Base your answer on whether your organization implemented any of the following strategies: ensured that diversity, equity, and inclusion (DEI) training was supported by the necessary policies, programs, structures, and resources; delivered allyship training to empower employees and leaders to advocate for themselves and others; offered skill development training opportunity for Employee Resource Group leaders; provided mentoring and sponsorship programs to accelerate employee development for the current and next generation of diverse talent.

Not Sure
Not implemented and no plans to implement
Plan to implement in the next 6-12 months
Currently in place

Organizational Well-Being

In the last 12 months, did your organization...
66. Implement practices that promote overall employee health and well-being.

Yes
No

67. Use validated survey tools to evaluate employee well-being, including burnout.

Yes
No

68. Discuss employee workload in the performance review process (at least annually).

Yes
No

69. Foster a culture of rest and recovery to prevent employee burnout.

Yes
No

70. Promote peer support groups, also known as employee resource groups or affinity resource groups.

Yes
No

71. Allow employees input into their job design, where appropriate.

For example, this may include deliberate consideration of the five core job dimensions: 1) skills variety, 2) task identity, 3) task significance, 4) autonomy, and 5) feedback.

Yes
No

72. Offer a training path for skills, leadership, and career development.

Yes
No

73. Have budget for employee skills development and training?

Yes
No

74. Create and socialize a policy or practice that clarifies who is responsible for making decisions in the organization.

Decision rights are defined as who in the organization is empowered to make various types of decisions.

Yes
No

75. Evaluate the alignment between employee skills and job demands in the performance review process (at least annually).

Yes
No

76. Assess whether employees feel supported in the workplace to lead a healthy life (at least annually).

Yes
No

Demographics

These questions are for analytical purposes so that we give you the best possible strategic insights. They are kept confidential.

Gender ratio

% Male
% Female

% Non-binary

% Other/Unknown

Average employee age

Average employee age

Work status

% Full-time

% Part-time

% Temporary

% Other/Unknown

Thinking about the last 12 months, what percent of your employees were... (best estimate)?

In office only

Hybrid

Remote only

Unknown

Education level

% Some high school

% High school diploma or equivalent (for example GED)

% Associate degree

% Some college

% Bachelor degree
% Advanced degree

Average annual voluntary turnover rate

% Average annual voluntary turnover rate

Race-ethnicity: estimated percentage of your population who are:

% American Indian/Alaska Native

% Asian / Asian American

% African-American

% Hispanic/Latino

% Native Hawaiian / Pacific Islander

% White

% Other

% Unknown

Management levels completing the scorecard

Check all that apply.

Chief Medical Officer / Chief Health Officer
Chief Financial Officer
HR / Benefits Director or Manager
Wellness Manager or Coordinator
Finance Director or Manager
General Manager
Office Manager
Other