

Workplace Wellness Implementation Guide

For EAP Professionals & Organizational Leaders – Bridging the Gaps

Introduction

A strong wellness program starts with a clear plan and actionable steps. The **Workplace Wellness Implementation Guide** equips EAP professionals and organizational leaders with **practical tools, strategies, and templates** to launch, manage, and sustain effective workplace wellness initiatives. This guide supports both employee well-being and organizational productivity while fostering a **recovery-friendly workplace culture**.

1. Purpose of the Guide

- Provide a **step-by-step roadmap** for implementing wellness programs.
 - Promote **employee engagement, stress reduction, and behavioral health support**.
 - Ensure programs align with **organizational goals, compliance, and EAP strategies**.
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2. Key Features

- **Program Planning Templates** – Structured worksheets for designing wellness initiatives.
- **Implementation Strategies** – Actionable steps for launching programs effectively.
- **Evaluation Metrics** – Tools to track participation, engagement, and outcomes.
- **Sustainability Tips** – Guidance for maintaining long-term wellness initiatives.

3. Suggested Program Areas

1. Mental Health Awareness & Stress Management
 2. Substance Use & Recovery Support
 3. Physical Wellness & Healthy Lifestyle Initiatives
 4. Employee Engagement & Team-Building Activities
 5. Manager & Supervisor Training Modules
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4. Implementation Steps

1. **Assess Needs** – Conduct surveys, focus groups, or self-assessment tools.
 2. **Design Programs** – Use templates to structure initiatives for specific wellness areas.
 3. **Communicate & Launch** – Promote programs clearly across the organization.
 4. **Monitor & Evaluate** – Collect data, track participation, and adjust programs.
 5. **Sustain & Improve** – Implement ongoing improvements and integrate feedback.
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5. Contact & Support

For guidance on implementing workplace wellness initiatives:

Bridging the Gaps EAP Support Team

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