



# WELLNESS WORKS

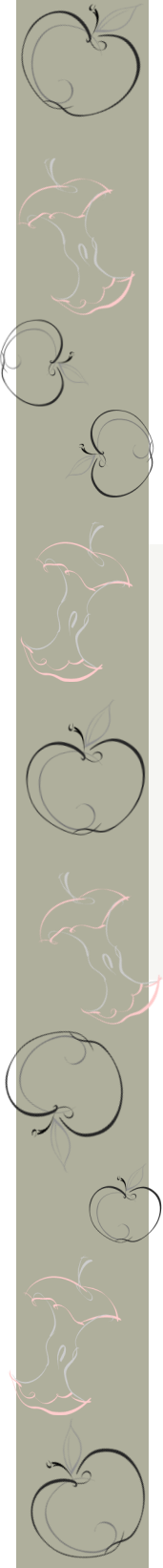


## EMPLOYEE INCENTIVE PROGRAM PARTICIPANT HANDBOOK 2023

Maine Municipal Employees Health Trust



***Call us at 1-800-452-8786***  
**Visit us on the web at [www.mmeht.org](http://www.mmeht.org)**



***Wellness Works* is the Health Education and Promotion Program of the  
Maine Municipal Employees Health Trust**

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# ***WELLNESS WORKS* EMPLOYEE INCENTIVE PROGRAM**



## **WELCOME TO THE *WELLNESS WORKS* EMPLOYEE INCENTIVE PROGRAM!**

This handbook contains information to help you start and maintain your own personal wellness enrichment program. First, though, let's look at a few concepts that define wellness.

### **WHOLESOMENESS**

A healthy lifestyle involves self-care in all the dimensions of the self: the physical, intellectual, emotional, spiritual, social and occupational areas. All parts are equally dependent on each other for harmonious living.

### **RESPONSIBILITY**

Maintaining a healthy lifestyle is a daily choice. The values, beliefs, and attitudes we choose about our health often determine whether we live with good or poor health habits.

### **COMMITMENT**

Living a healthy lifestyle may add years to your life, but may also add "life to your years!" To quote the ancient Greeks, "Die young as late in life as possible."

## WHAT IS THE *WELLNESS WORKS* EMPLOYEE INCENTIVE PROGRAM?

The *Wellness Works* Employee Incentive Program is designed to encourage you to get regular physical activity and maintain healthy behaviors that will increase your health and vitality. To encourage you to get started on your personal incentive program and stay with it, you'll be able to earn valuable rewards all year long. The incentive program may offer two "tracks" in order to meet each participant's individual preferences. However, not every wellness group offers both tracks. Please check with your Coordinator to determine if your program does.

**TRACK A:** This track is for people who belong to health clubs and would prefer reimbursement on a portion of their club fees rather than earning points for incentive rewards. The maximum reimbursement for Track A will be determined by each group's Wellness Committee.

**TRACK B:** This track is for people who would prefer to receive incentive rewards (such as shopping bags and hoodie t-shirts) as they accumulate points and reach each point level (150, 300, 450 and 600). Read on for a list of incentive rewards offered in 2023 (pictures and descriptions of these items are included).

**For both Tracks, you are required to keep a record of your wellness activities on the Exercise/Activity log card.**

## HOW DO I ENROLL IN THE PROGRAM?

You can sign up with your Wellness Coordinator by filling out a *Wellness Works* Employee Incentive Program Application. This book you are reading is your participant handbook! In the back of this book you will find a year's worth of Exercise/Activity Logs.

## WHAT DO I DO WITH MY EXERCISE/ACTIVITY LOG?

At the end of every quarter (March, June, September and December), you will need to submit your Exercise/Activity Log to your coordinator. The points you've earned will help you qualify to receive a variety of rewards. (See the Rewards Point System in upcoming sections.)

## WHO KEEPS TRACK OF HOW MANY POINTS I'VE EARNED?

You do. To record your physical activity, use the log pages at the end of this handbook. The three-month calendar on the front page of the Exercise/Activity Log is to track exercise. The other side of your log card lists other healthy activities and behaviors that can earn you added points towards rewards.



## INCENTIVE POINT SYSTEM

Your exercise/activity log contains a list of various activities (e.g. exercise, health screenings, etc.) with assigned values. These activities are listed on this page. Record your exercise activities on the front of the activity log and your other wellness activities on the back of the log. You can also earn “Theme of the Quarter” bonus points, as shown on the back of your exercise/activity log.



**Exercise:** Activities that involve moving your body to gain flexibility and strength while increasing your heart rate. These include, but are not limited to: brisk walking, cycling, swimming, aerobic classes, weight training, etc.

One session = 30 minutes of activity.

Each Session = **1 point**

One session per day, up to seven sessions per week = **7 points maximum per week**

**Self-Care Activity** – Any activity that relates to preventive self-care. These include, but are not limited to: eye exams, dental exams, getting an annual physical, monthly breast self-exam, monthly testicular self-exam, etc. – **1 point each**

**Health Screenings** – These include, but are not limited to, screenings for: cholesterol, blood pressure, glaucoma, hearing, mammogram, pap smear, PSA (prostate), etc. – **1 point each**

**Lunch & Learn Program** – Attend a lunch and learn program or other wellness workshop at your worksite – **5 points each program.**

**Quit Nicotine** – **10 points per month up to one year**

**Nicotine Free** – If you are nicotine free – **4 points each quarter**

**Using safety equipment** – Using one or more of the following: seatbelt, eye/ear protection, helmet, life jackets, elbow/knee pads, etc. – **1 point per week**

**Drinking Water** – 6-8 glasses a day – **2 points per week**

**Eat Fruits and Vegetables** – 5 to 9 servings a day – **2 points per week**

**Stress Management Techniques** – These include, but are not limited to: reading, meditation, gardening, massage, stretching, yoga, etc. – **1 point per week**

**Bonus points** – additional points are available if you practice the “Theme of the Quarter” activities. These can be found on the back of your Exercise/Activity Log.



## INCENTIVE REWARDS

Incentive rewards are offered each quarter. It's simple, if you've earned the points, you will receive your reward! **It is possible to earn 600 points in one year!** Please see the next two pages for pictures and descriptions of reward items available for each point level.

# INCENTIVE

150 POINTS



## 9-INCH COOKING TONGS (BLUE ONLY)

Stainless Steel core with silicone gripping section, hanging ring and tongs. Perfect for vegetables or fish! FDA compliant. 428°F heat resistance. Product size is 1-5/8"H x 10-7/8"W x 1-1/2"D.



## INSULATED ZIPPER TOTE BAG

Keeps food hot or cold for hours. Great for grocery and shopping bags! Constructed from sturdy multi-layered premium quality non-woven polypropylene, insulating polyester fiber and coated thermal film, zipper closure, dual reinforced 20" carrying handles, and plastic bottom insert.



## SILVERWARE SET FOR LUNCHBOX

Reusable flatware set—knife, fork, spoon, chopsticks—made of stainless steel, safe and durable; dishwasher safe, also. Easy to carry case; convenient to carry in a backpack, purse or lunchbox.

300 POINTS



## 20 OUNCE STAINLESS STEEL INSULATED TUMBLER

The BPA-free travel tumbler has stainless steel outer and inner walls. Double-wall vacuum insulated. Keeps drinks hot or cold for hours (keeps cold up to 18 hours and keeps hot up to 8 hours). Spill-resistant slide lid with rubber gasket. Hand wash recommended.



## SILICONE OVEN MITT

The great comfortability in the soft fabric lining of this high-quality, easy-to-use silicone oven mitt also features a cotton canvas sleeve. Silicone products do not stain, melt, scratch, or lose shape.



## MUSCLE MASSAGE ROLLER STICK

Designed for physical therapy, gets rid of knots for myofascial release & trigger point therapy, increase blood circulation, aid rehabilitation, reduces soreness, stiffness & pain. Good for your whole body. Made from high-quality industrial strength materials, with thermoplastic rubber and polypropylene handles for an ergonomic grip and 9 ABS independent rollers on a steel rod core, eco-friendly and durable. Size 17.5 x 1.77 inches and weighs 11 oz.

# REWARDS

## BEEGREEN SHOPPING BAG 10-PACK

BeeGreen foldable, reusable shopping bags are about 2-3 times bigger than a standard plastic grocery bag and can hold up to 50 lbs. Long handles allow for over the shoulder toting. Folds up easily to a small size with elastic ribbon for easy storage in your pocket or purse to save space. Comes with a zippered bag to store all 10 bags. Machine washable in cold water, line dry. Size when open: 14.2"W\*27.5"L\*4.7"D. Colors vary.



## STRETCH OUT STRAP WITH EXERCISE BOOK

Allows you to perform unassisted stretches with greater control—the top choice of physical therapists and athletic trainers for safe, effective, contract-relax stretches. 6'4" woven nylon stretch strap with 10 individual loops. Authentic design proven to be durable and long-lasting; will not easily wear or tear even with heavy use. Ideal for yoga, physical therapy, IT band, hamstring, quad and calf stretching, and more.



## RTIC LUNCH CONTAINER

The RTIC Day Cooler Lunch Container is the answer to your meal prepping dreams. This 5-piece container boasts multiple, multi-layer storage compartments to maximize your meal options in a convenient compact design. 5 cup food capacity. BPA free. Microwave safe. Main exterior dimensions: 8 3/4" x 6" x 3 1/2"



450 POINTS

## CARGO BOX

Sturdy and affordable, this laminated trunk organizer is great for transporting groceries, sports gear and more. Large main compartment with divider to keep items organized. Grab handles and front slash pocket. Collapsible for easy storage (folded size: 12" x 14"). Elastic bungee to secure when not in use. PVC Free Product. (grocery bags in picture not included)



## BACKPACK COOLER

Whether headed to a picnic, tailgate party or just out for a weekend hike, you can keep your hands free, all while carrying a ton! This cooler backpack is made of 600 denier polyester, measures 12" x 16.5" x 8" and features a double heat sealed PEVA no-leak liner that holds a capacity equal to 20 cans plus ice. It's also equipped with two mesh side pockets, a large front pocket, and shoulder straps.



## UNISEX JERSEY LONG SLEEVE HOODIE

A lightweight essential that's perfect all year round. Available in dark grey heather, this is a soft cotton/polyester blend that washes well and doesn't shrink! With an athletic cut, this hoodie runs slim and has a longer sleeve and hemline. Sizes from Small to 2X-Large.



600 POINTS



# **NOTES**



# BE SMART ABOUT YOUR HEALTH

Good health doesn't just happen. It is the result of healthy living each day. Determine where you would like to make changes in your life. Then follow these three simple steps in designing your SMART goals for improving your health.



**1** List areas in which you would like to see improvement.

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Select the one area you are most interested in improving and most likely to complete.

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**2** Write a SMART goal for achieving this.  
SMART Goals are...

**Specific**.....Be specific in what you want to accomplish and the action steps you will take.

**Measurable**.....If you can't measure it, you can't manage it.

**Attainable**.....Set goals you can realistically accomplish in a few weeks or months.

**Reward**.....Reward yourself when you reach your goal. Have something to look forward to.

**Timeline-based**....Set time expectations. Have a start date and a date you expect to reach your goal. This gives you a clear target to work toward.

**For example:** If you are interested in fitness, instead of saying, "I want to be more active," write....

- **Specific:** I will get 20-30 minutes of moderate activity, 3-5 days every week.
- **Measurable:** I will log my daily activity and accumulate 120+ minutes of activity per week.
- **Attainable:** I will enlist the support of my neighbor as an exercise buddy.
- **Reward:** If I meet my goal for 6 weeks, I will treat myself to a relaxing massage.
- **Timeline:** After 8 weeks, I'll reevaluate my goals and adjust as needed to meet my long-term goal of 3 hours exercise per week.

**3** My SMART Goals for Health

**Specific:** \_\_\_\_\_

**Measurable:** \_\_\_\_\_

**Attainable:** \_\_\_\_\_

**Reward:** \_\_\_\_\_

**Timeline:** \_\_\_\_\_

## Tips to help you reach your goals

1. Focus on one goal at a time. Taking on too much can be overwhelming, leading to failure.
2. Pick something you are ready to tackle and have a genuine desire to improve.
3. Start with small steps. Set goals that challenge you but that you are confident you can accomplish.
4. Log your progress daily. It helps keep you on track and seeing your progress is motivating!
5. Reevaluate your progress often. Do more of what is working, try a new approach. Don't give up!
6. Set new goals quarterly. Tackle other areas of your life you want to change.
7. Be optimistic. Think positively. You can do it!

**Commitment.** I am committed to making healthy choices to improve my life. To the best of my ability I will follow my action plan as described above.

Signed: \_\_\_\_\_

Witness: \_\_\_\_\_

## Workplace Wellness

For 2023, the themes for each quarter will focus on scheduling your physical activity, finding new hiking/biking trails, shopping for produce at your local farmer's market, and doing a 30-for-30 challenge where you try to do 30 reps of any single exercise for 30 days.

1st quarter from January through March will be about fitting in workouts by finding the time to workout through setting a scheduled time—somewhat like setting a meeting with yourself—which helps you, your friends, and family know that you have prioritized this part of your day.

2nd quarter from April through June will be about finding new hiking/biking trails to help change the scenery and boost you out of winter hibernation with some physical activity.

3rd quarter from July through September will be about shopping at your local farmer's market for fresh, sustainable groceries. This not only supports your community, it also can save you money.

4th quarter from October through December will be about doing a 30-for-30 challenge where you try to do 30 reps of any single exercise for 30 days. Start in October doing one exercise of your choice (jumping jacks or squats or crunches, for example) and then switch the exercise in November and again in December. Doing these sets will help get your fitness routine into a regular habit.

**Don't forget,  
You can:  
Start late  
Start over  
Be unsure  
Act different  
Try and fail.  
And still succeed.**

# WELLNESS WORK EXERCISE / ACTIVITY LOG – 1<sup>ST</sup> QUARTER



NAME: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

**Directions:**

Put an “X” in the box for every day you exercised 30 minutes or more.

To achieve a total of 30 minutes you can do it all at once, or you can add up your minutes throughout the day, for example:

*10 minutes + 10 minutes + 10 minutes = 30 minutes or 15 minutes + 15 minutes = 30 minutes.*

**One session per day up to seven sessions per week = 7 points maximum per week**

## JANUARY 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

## FEBRUARY 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28					

## MARCH 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

*Track Your Points for the Year	
Total Points Carried Over from the <b>Previous Year</b> (if applicable)	_____
Total Points Earned for <b>1<sup>st</sup> Quarter</b>	_____
Total Points Earned for <b>2<sup>nd</sup> Quarter</b>	_____
Total Points Earned for <b>3<sup>rd</sup> Quarter</b>	_____
Total Points Earned for <b>4<sup>th</sup> Quarter</b>	_____
<b>Total Points for the Year</b>	_____

**Total Exercise Points** = \_\_\_\_\_

+

**Total Additional Points** (from back of card) = \_\_\_\_\_

**Total Points Earned For This Quarter** = \_\_\_\_\_\*

## Schedule Your Physical Activity

When it comes to fitting in a workout, most of us claim to do the best we can within our busy schedules. However, there is one big problem - most of us don't work out often enough.

The problem is often the result of "finding the time" to workout versus "making the time" to workout. "Finding the time" indicates that working out is of lower priority than the other demands of your day. Whereas "making the time" tells you and others that you have scheduled time for yourself and aren't doing anything else in its place. "Making the time" for your workout is just like scheduling a meeting with yourself. It lets you, your friends, and family know that you have prioritized this part of your day.

**At the beginning of each week, sit down and schedule your workouts for the week. Doing this will keep you on track with your fitness and earn you 2 extra points per week!**

### EARN ADDITIONAL POINTS FOR 1st QUARTER

		Points	Totals
<b>Schedule Your Physical Activity</b>	Earn 2 points per week for taking time at the beginning of the week to schedule your workouts.	BONUS: 2 per week*	
<b>Self-Care Activity</b>	Refer to booklet	1 each	
<b>Health Screenings</b>	Refer to booklet	1 each	
<b>Health Education Classes</b>	At worksite	5 each	
<b>Quit Nicotine</b>	10 points per month up to one year	10 each month	
<b>Nicotine Free</b>	Staying healthy	4 per quarter	
<b>Using Safety Equipment</b>	Seatbelt, eye/ear protection, helmets, etc.	1 per week*	
<b>Drink Water</b>	6-8 glasses a day	2 per week*	
<b>Fruits and Vegetables</b>	Be sure to eat at least 5 to 9 servings of fruits and vegetables per day	2 per week*	
<b>Stress Management</b>	Refer to booklet	1 per week*	
<b>Other (optional)</b>	To be determined by your Wellness Committee and MMEHT <i>Wellness Works</i>	Up to 5 points per quarter	

\*Maximum 13 weeks per quarter

TOTAL ADDITIONAL POINTS =  
(add to exercise points on front of card)

*For item point lists and descriptions, please refer to the reward pages of this Participant Handbook.*

# WELLNESS WORKS EXERCISE/ACTIVITY LOG – 2ND QUARTER



NAME: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

**Directions:**

Put an “X” in the box for every day you exercised 30 minutes or more.

To achieve a total of 30 minutes you can do it all at once, or you can add up your minutes throughout the day, for example:

*10 minutes + 10 minutes + 10 minutes = 30 minutes or 15 minutes + 15 minutes = 30 minutes.*

**One session per day up to seven sessions per week = 7 points maximum per week**

## APRIL 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30							

## MAY 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

## JUNE 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		

*Track Your Points for the Year	
Total Points Carried Over from the <b>Previous Year</b> (if applicable)	_____
Total Points Earned for <b>1<sup>st</sup> Quarter</b>	_____
Total Points Earned for <b>2<sup>nd</sup> Quarter</b>	_____
Total Points Earned for <b>3<sup>rd</sup> Quarter</b>	_____
Total Points Earned for <b>4<sup>th</sup> Quarter</b>	_____
<b>Total Points for the Year</b>	_____

**Total Exercise Points** = \_\_\_\_\_

+

**Total Additional Points** (from back of card) = \_\_\_\_\_

**Total Points Earned For This Quarter** = \_\_\_\_\_\*

## Try a New Trail

What better time to get some fresh air and check out some new scenery than springtime?!

Winter is over and it is time to get out of hibernation and check out a new hiking trail. There are many groomed hiking trails in Maine that are built for biking as well, so you have options. Check out the website called [www.alltrails.com](http://www.alltrails.com) (there's an app, too). Alltrails will give you a list of trails in your area, whether you're at home or if you are traveling.

**Now is the time to spring into action, get physically active and maintain those health goals. Try new trails during this quarter and earn 2 points per week.**

### EARN ADDITIONAL POINTS FOR 2nd QUARTER

		Points	Totals
<b>Try New Trails</b>	Earn 2 points per week for using new trails to walk, hike or bike.	BONUS: 2 per week*	
<b>Self-Care Activity</b>	Refer to booklet	1 each	
<b>Health Screenings</b>	Refer to booklet	1 each	
<b>Health Education Classes</b>	At worksite	5 each	
<b>Quit Nicotine</b>	10 points per month up to one year	10 each month	
<b>Nicotine Free</b>	Staying healthy	4 per quarter	
<b>Using Safety Equipment</b>	Seatbelt, eye/ear protection, helmets, etc.	1 per week*	
<b>Drink Water</b>	6-8 glasses a day	2 per week*	
<b>Fruits and Vegetables</b>	Be sure to eat at least 5 to 9 servings of fruits and vegetables per day	2 per week*	
<b>Stress Management</b>	Refer to booklet	1 per week*	
<b>Other (optional)</b>	To be determined by your Wellness Committee and MMEHT <i>Wellness Works</i>	Up to 5 points per quarter	

\*Maximum 13 weeks per quarter

TOTAL ADDITIONAL POINTS =   
(add to exercise points on front of card)

*For item point lists and descriptions, please refer to the reward pages of this Participant Handbook.*

# WELLNESS WORKS EXERCISE/ACTIVITY LOG – 3RD QUARTER



NAME: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

**Directions:**

Put an “X” in the box for every day you exercised 30 minutes or more.

To achieve a total of 30 minutes you can do it all at once, or you can add up your minutes throughout the day, for example:

*10 minutes + 10 minutes + 10 minutes = 30 minutes or 15 minutes + 15 minutes = 30 minutes.*

**One session per day up to seven sessions per week = 7 points maximum per week**

## JULY 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

## AUGUST 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

## SEPTEMBER 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

*Track Your Points for the Year	
Total Points Carried Over from the <b>Previous Year</b> (if applicable)	_____
Total Points Earned for <b>1<sup>st</sup> Quarter</b>	_____
Total Points Earned for <b>2<sup>nd</sup> Quarter</b>	_____
Total Points Earned for <b>3<sup>rd</sup> Quarter</b>	_____
Total Points Earned for <b>4<sup>th</sup> Quarter</b>	_____
<b>Total Points for the Year</b>	_____

**Total Exercise Points** = \_\_\_\_\_

+

**Total Additional Points** (from back of card) = \_\_\_\_\_

**Total Points Earned For This Quarter** = \_\_\_\_\_\*

## Shop At Your Local Farmer's Market

If you're looking for ripe, delicious, and sustainable groceries, your local farmer's market is the perfect place to shop. Here are five reasons to check out what your local farmer's market has to offer:

1. **Find the freshest food.** Farmer's typically sell their freshest fruits and vegetables, which offers peak nutritional value.
2. **It promotes sustainability.** Produce from farmer's markets is from local sources, and does not require extensive packaging or shipping, which makes it an environmentally friendly option.
3. **Make informed choices.** When you shop at a farmer's market, you can speak directly with the farmer to learn about their farming practices and decide if that is the best option for you.
4. **Support your community.** By shopping at farmer's markets, you are helping support small, family-owned farms that produce high-quality food.
5. **Save money.** Farmers don't have to spend a lot of money packaging and shipping their products long distances. The farmers can pass their savings on to their customers, often making farmer's markets more cost effective.

To find a list of Maine farmer's markets, visit [www.mainefarmersmarkets.org](http://www.mainefarmersmarkets.org). Visit a local farmer's market and earn 2 points per week!

### EARN ADDITIONAL POINTS FOR 3rd QUARTER

		Points	Totals
<b>Shop At Your Local Farmer's Market</b>	Earn 2 points per week for shopping at a local farmer's market for fresher foods.	BONUS: 2 per week*	
<b>Self-Care Activity</b>	Refer to booklet	1 each	
<b>Health Screenings</b>	Refer to booklet	1 each	
<b>Health Education Classes</b>	At worksite	5 each	
<b>Quit Nicotine</b>	10 points per month up to one year	10 each month	
<b>Nicotine Free</b>	Staying healthy	4 per quarter	
<b>Using Safety Equipment</b>	Seatbelt, eye/ear protection, helmets, etc.	1 per week*	
<b>Drink Water</b>	6-8 glasses a day	2 per week*	
<b>Fruits and Vegetables</b>	Be sure to eat at least 5 to 9 servings of fruits and vegetables per day	2 per week*	
<b>Stress Management</b>	Refer to booklet	1 per week*	
<b>Other (optional)</b>	To be determined by your Wellness Committee and MMEHT <i>Wellness Works</i>	Up to 5 points per quarter	
*Maximum 13 weeks per quarter		TOTAL ADDITIONAL POINTS = (add to exercise points on front of card)	

*For item point lists and descriptions, please refer to the reward pages of this Participant Handbook.*



# WELLNESS WORKS EXERCISE/ACTIVITY LOG – 4TH QUARTER



NAME: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

**Directions:**

Put an “X” in the box for every day you exercised 30 minutes or more.

To achieve a total of 30 minutes you can do it all at once, or you can add up your minutes throughout the day, for example:

*10 minutes + 10 minutes + 10 minutes = 30 minutes or 15 minutes + 15 minutes = 30 minutes.*

**One session per day up to seven sessions per week = 7 points maximum per week**

## OCTOBER 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

## NOVEMBER 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

## DECEMBER 2023

SUN	MON	TUES	WED	THU	FRI	SAT	POINTS FOR WEEK
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

*Track Your Points for the Year	
Total Points Carried Over from the <b>Previous Year</b> (if applicable)	_____
Total Points Earned for <b>1<sup>st</sup> Quarter</b>	_____
Total Points Earned for <b>2<sup>nd</sup> Quarter</b>	_____
Total Points Earned for <b>3<sup>rd</sup> Quarter</b>	_____
Total Points Earned for <b>4<sup>th</sup> Quarter</b>	_____
<b>Total Points for the Year</b>	_____

**Total Exercise Points** = \_\_\_\_\_

+

**Total Additional Points** (from back of card) = \_\_\_\_\_

**Total Points Earned For This Quarter** = \_\_\_\_\_\*

## 30 for 30 Challenge

The most common reason people give as to why they do not regularly exercise is that they **don't have enough time**. Beginning a fitness routine when you already feel like there isn't enough time in the day can sink even your best efforts...which is why we want you to focus on something else this quarter!

Instead of devoting a certain amount of time towards exercising, try to do 30 reps of any single exercise for 30 days each month. For example, in October maybe you will decide you want to try 30 jumping jack's each day for 30 days. In November, maybe you do 30 squats for 30 days. In December, perhaps you will change it up to 30 crunches for 30 days. The options are endless!

**Give yourself 2 points per week for trying the 30 for 30 challenge this quarter.**

### EARN ADDITIONAL POINTS FOR 4th QUARTER

		Points	Totals
<b>30 for 30 Challenge</b>	Earn 2 points per week for doing 30 reps of any single exercise for 30 days each month.	BONUS: 2 per week*	
<b>Self-Care Activity</b>	Refer to booklet	1 each	
<b>Health Screenings</b>	Refer to booklet	1 each	
<b>Health Education Classes</b>	At worksite	5 each	
<b>Quit Nicotine</b>	10 points per month up to one year	10 each month	
<b>Nicotine Free</b>	Staying healthy	4 per quarter	
<b>Using Safety Equipment</b>	Seatbelt, eye/ear protection, helmets, etc.	1 per week*	
<b>Drink Water</b>	6-8 glasses a day	2 per week*	
<b>Fruits and Vegetables</b>	Be sure to eat at least 5 to 9 servings of fruits and vegetables per day	2 per week*	
<b>Stress Management</b>	Refer to booklet	1 per week*	
<b>Other (optional)</b>	To be determined by your Wellness Committee and MMEHT <i>Wellness Works</i>	Up to 5 points per quarter	
*Maximum 13 weeks per quarter		TOTAL ADDITIONAL POINTS = (add to exercise points on front of card)	

*For item point lists and descriptions, please refer to the reward pages of this Participant Handbook.*



