



INSTITUTE FOR HEALTH AND PRODUCTIVITY MANAGEMENT

2010
Corporate Health and Productivity Management
Award

Level I

Application Information

2008 Corporate Health and Productivity Management (CHPM) Award

Awards Committee
George Anstadt, M.D.
Gary Billotti, MS
Steve Priddy
Joseph A. Leutzinger, Ph.D. - Chairperson

Purpose: To recognize organizations that have clearly demonstrated the application of the Health & Productivity Management (HPM) model and have measurably improved their business competitiveness through productivity gains arising from improved employee health status.

Objectives - IHPM:

- Foster awareness of health and productivity management (HPM)
- Provide national recognition for HPM best practices and model programs
- Encourage organizational self-assessment and continuous quality improvement
- Create a repository of best applied practices and model programs easily accessible to interested parties
- Document meaningful measurement in a business setting of HPM outcomes

Objectives - Applicant:

- Obtain national recognition for your organization's HPM program
- Have your HPM program compared to other nationally recognized programs
- Identify opportunities for improving your organization's HPM program

Selection Criteria:

1. Corporate commitment to employee Health and Productivity Management (HPM)
2. Program innovation and demonstrated leadership in HPM
3. Well-defined and demonstrated HPM measures
4. Integration of HPM programs within the corporate culture and across multiple corporate areas
5. Documented business competitive advantage arising from HPM

Award Classifications: Applications are evaluated with consideration for employer size:

- Small (<500 employees)
- Medium (500 – 5000 employees)
- Large (> 5000 employees)

1. Submission of application with supporting documents— January 31, 2010
2. Awards selection—February 28, 2010

Level I Corporate Health and Productivity Management Award winners will be announced and presented awards at the IHPM 10th Annual International Conference March 29-31, 2010 in Orlando, FL. Recipients of the award will receive complimentary registration to attend IHPM's conference but it will be the responsibility of the attendee to cover all travel and hotel costs.

Application Process

Applicants **must** submit their completed applications electronically, to deborah@ihpm.org by January 31, 2010.

To receive a review, applicants are expected to follow the format described below. Applications not submitted in the suggested format may not be reviewed. If there is a section that you cannot complete please note why in that portion of the application.

All applicants are highly encouraged to first read through the application so you are familiar with the contents and flow. Please avoid duplication and give special consideration to including material that is relevant to the review. Unnecessarily adding volume typically hurts the application.

If you are not sure your program qualifies please submit a 500 word abstract describing your program, integration efforts and any outcomes resulting from the program. Someone from the IHPM staff will give you feedback on whether your program is ready for a full program review.

APPLICATION INFORMATION

- Corporate information
 - Name of company
 - For profit or not for profit status
 - Description of products or services
 - Industry sector
 - Size of company (number of employees)
 - Market scope (local, regional, national, international)

- Corporate contact
 - Name
 - Title
 - Address
 - Phone, fax, and e-mail address

Detailed selection criteria: A maximum of one page is allowed for each lettered item (23 total) under each of the four numbered categories that follow. Supporting materials, not to exceed three pages for each of the four overall criteria, can be provided.

1. Corporate commitment to employee health and productivity

- a. Clear corporate mission, vision and policies to support HPM initiatives

- b. Budgetary commitment and/or staff commitment to HPM
- c. Intervention programs in place targeted to improve specific aspects of health and productivity
- d. Productivity interventions/programs that address both occupational and non-occupational health risks
- e. Health education programs strategically implemented
- f. Strong employee involvement and/or incentives
- g. Health benefits plan design and reimbursement strategies that encourage health improvement.

2. Program innovation and demonstrated leadership:

- a. New ideas and programs in place with demonstrable improvement in the health & productivity of the workforce
- b. Willingness to work with outside organizations to influence outcomes in health & productivity
- c. Willingness to share strategies and results
- d. Experimentation with new measures of health & productivity
- e. Unique interventions based on HPM measurement outcomes (i.e. identified by 2d).

3. Well-defined HPM outcome measures:

- a. Clearly defined objectives with metrics to demonstrate program effectiveness
- b. Demonstrable studies (do not need to be published in peer reviewed journals) or evaluation projects conducted with the employee population
- c. Systematically evaluated findings and periodic reviews undertaken with health & productivity metrics tracked to monitor progress over time
- d. HPM 'Dashboard' (department or corporate) indicators used to monitor and track productivity
- e. Measurement results used for both strategic and tactical purposes

4. Integration of HPM program across multiple corporate areas including:

- a. Health promotion programs
 - b. Disability management programs
 - c. Disease management programs
 - d. Occupational and environmental health programs
 - e. Corporate culture and organizational health initiatives
 - f. Other(s)
- Supplemental information: The following information is helpful but not required.
 - One page describing factors perceived as unique or outstanding. These may include business, environmental, geographical or other factors

that may influence the design, delivery or measurement of your programs.

- ❑ One page summary of program achievements (may include professionally published or peer reviewed articles, awards, outstanding results, or local influence/recognition).
- ❑ One page summary noting the number of employees in the unit or company covered in the application. Number of participants in each 'program' (initiatives, projects mentioned in the application) as compared to the number eligible.
- ❑ Supporting materials that provide important contextual information or content showing program depth and/or scope. Supporting materials should be provided judiciously. We request that you limit this to 5 pages or provide a 1-2 page summary.

Review Process

Each application will be screened for completeness and compliance with instructions. Questions or requests for clarification will be directed (if necessary) to the person listed as the organization's contact. A maximum of four judges will review each application. Numeric scores for each of the four major headings along with a summary report will be provided. The judges discuss scores and collectively determine the winner(s).

Submit all copies of the application to:

Deborah Love
Executive Vice President & Chief Operations Officer
Institute for Health and Productivity Management
17470 N Pacesetter Way
Scottsdale, AZ 85255
Telephone: 480-305-2100
Email: deborah@ihpm.org

If you have questions or need to make an inquiry, please feel free to contact Deborah