



BetterHealth AMBASSADOR

Class of 2024 Training

For full version of Ambassador toolkit visit:

<https://www.cabq.gov/humanresources/employee-benefits/better-health-program/betterhealth-ambassador>

Or download by scanning this QR code.



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Human Resources Department

Timothy M. Keller, Mayor

January 11, 2024

Dear BetterHealth Ambassadors,

On behalf of Mayor Tim Keller and Chief Administrative Officer Samantha Sengel, thank you for accepting our invitation to become the inspirational voice of wellness for your workgroup. For newcomers, your application shows that you have what it takes to influence your coworkers in a positive direction toward improved health. For returning Ambassadors, what can we say? Your dedication is remarkable! Welcome, everyone, to the City of Albuquerque BetterHealth Ambassadors Class of 2024!

As BetterHealth Ambassadors, you will play a key role in advancing the culture of health within our organization. The employee wellness program grew to new heights with the 2023 class of Ambassadors, and we expect to grow the program further in 2024 with new ideas and enthusiasm.

With support from the mayor's office and every department director and leader, I believe it is an exciting time to engage your colleagues. The Human Resources Department supports you, and we will do everything possible to ensure your success.

Congratulations!

Patricia Tafoya-Harris
Interim Director of Human Resources

BetterHealth AMBASSADORS

Program Overview

As part of the City of Albuquerque's BetterHealth initiative, our efforts for 2024 focus on engaging all employees in the six focus areas of well-being: Physical, Emotional, Financial, Career, Social, and Community. We hope that leadership will continue to model healthy lifestyle habits and promote the employee wellness program by engaging staff in physical activity, proper nutrition, and emotional well-being.

To help our organization make this cultural shift, we enlisted BetterHealth Ambassadors who will share their enthusiasm, initiative, and motivation to inspire others to be part of a meaningful, organization-wide wellness initiative. BetterHealth Ambassadors are asked to take a small amount of work time to encourage participation, relay and hand out information, send location-specific emails, and assist with events as needed. It is assumed that time spent on these tasks does not interfere with overall job responsibilities. In the spirit of life-work balance, we've designed the role of BetterHealth Ambassador to be easy and fun – not another job!

Frequently Asked Questions

What is a BetterHealth Ambassador?

BetterHealth Ambassadors are influencers of well-being, no matter where they are in their health journeys. Ambassadors serve as liaisons between the City of Albuquerque BetterHealth initiatives and employees in their departments, promoting health and wellness among coworkers and engaging them to participate. To share with others, we must first practice self-care ourselves. One of the first things an Ambassador should do in their role is get acquainted with their well-being needs.

What type of responsibilities will I have in this role?

- Ambassadors coordinate a 2024 wellness kickoff event at your location. Examples include well-being show and tell, Zoom meeting information sessions, home mailing, wellness bulletin board, and wellness workshops.
- Ambassadors provide BetterHealth Program influence, promotion, and problem-solving.
- Ambassadors remove barriers to worksite promotional initiatives for coworkers.
- Ambassadors serve as greeters for events such as the annual Run for the Zoo and Health Fair.
- Ambassadors may participate as part of an Ambassador project team.

Where can I find more information about the City of Albuquerque's Employee Wellness initiatives and activities?

The BetterHealth program for city employees and their families offers a pathway to pursuing a healthy lifestyle. The program includes health education, wellness interventions, and campaigns to make healthy lifestyles easier at work. Science-based strategies are used to improve health. The thriving office culture that emerges over time will demonstrate that the City of Albuquerque truly values the well-being of its employees.

BetterHealth Ambassadors and City of Albuquerque employees can stay up to date on wellness programs by referring to the following website link, <http://www.cabq.gov/betterhealth>.

In addition, attending the BetterHealth Ambassador quarterly meetings and reviewing meeting notes are great ways to gather information about upcoming initiatives and activities.

What does it mean to “participate in or facilitate” Health & Wellness initiatives at my worksite?

As a BetterHealth Ambassador, you are not expected to create your own initiatives unless you want to. We expect BetterHealth Ambassadors to be actively involved in at least two wellness initiatives annually. Some examples include:

- Joining BetterHealth programs, activities, or challenges, and encouraging co-workers (including leaders: Directors, Managers, and Supervisors) to get involved.
- Coordinating onsite or virtual Lunch & Learns or educational workshops on resistance bands, resilience, mindfulness, debt reduction, and getting better sleep.
- Facilitating social connections such as a themed potluck at your work location.
- Offer peer support by inviting co-workers to train for a community fitness event for a good cause. Examples of events include Run for the Zoo and Imagine ABQ!
- Offer peer support by inviting co-workers to join you on a walk at lunch or take a mental stretch break.
- Encourage participation in the annual health and benefits fair.
- Post wellness posters in your work location.

As a BetterHealth Ambassador, you will have valuable insight into which activities employees at your worksite would most enjoy. No matter what you choose, we ask that you use your judgment. Discuss your plans with your supervisor, obtain your supervisor’s approval before announcing events, and invite Directors, Managers, and Supervisors to participate. You can eliminate surprises and awkward situations by maintaining strong communication with managers and supervisors. Some departments have restrictions on where employees may spend their workday due to public perception that employees are "slacking off" while on the job. If your department has one of these policies, be inclusive of all workspaces and align all activities with the policy.

We also ask you to report to the BetterHealth program staff with details of the event you organized, how it was received, and any feedback you have for improvement. When possible, please send photos. We will feature a Success Stories series in future promotional materials and would love to tell your story!

I am a trained fitness instructor. Can I lead an exercise class at my location?

Many liability issues are associated with leading physical activity classes at work; therefore, the BetterHealth program does not offer onsite physical activity courses taught by employees. However, Employee Health Services does. If you are interested in leading classes in the APD Gym, you must meet all requirements established by Employee Health Services. These requirements include proof of current fitness certification, liability insurance, and CPR certification. Employees who use the APD Gym must sign a release of liability form before using the gym. If you need assistance, contact the EAP office at eap@cabq.gov or 505-768-4613.

The BetterHealth program stresses that participation in physical activity campaigns is voluntary and not a requirement of employment.

How much time is involved?

We anticipate that BetterHealth Ambassadors will need to commit one to two hours each month, attend at least 2 out of 4 quarterly Ambassador meetings, and participate in the annual training session.

- Quarterly Ambassador meetings (may involve travel within City limits) – 1 hour each
- Annual BetterHealth Ambassador Training – 2 hours approved leave

Will I be expected to fulfill my BetterHealth Ambassador duties during work hours?

Yes, most duties can be handled during working hours.

Does being a BetterHealth Ambassador involve travel?

Yes, in some instances, quarterly meetings will take place onsite. The onsite meetings will be held with the intent to connect more on a personal level.

When do the quarterly meetings take place?

Please see page 8 for the 2024 BetterHealth Ambassador schedule.

If I am eligible and chosen to be a City of Albuquerque BetterHealth Ambassador, how long will I stay in the role?

We ask that you commit to being an ambassador for the entire 2024 calendar year. You will have the opportunity to re-apply to share in another term.

Is there a limit to how long I can be a BetterHealth Ambassador? BetterHealth Ambassadors may engage as long as they remain active in their role or for two consecutive years if another employee from their department and location is interested in taking on the role.

What if my situation changes and I am unable to stay in this role?

If you must opt out, we ask that you find a replacement representative from your location and assist your successor in the transition.

What does ‘Without Conflict of Interest’ mean? For example, can I be a BetterHealth Ambassador if I work part-time as a weight-loss consultant?

The primary purpose of a BetterHealth Ambassador is to communicate and promote the City of Albuquerque’s BetterHealth Wellness Program and associated activities. The “Without Conflict of Interest” requirement prohibits BetterHealth Ambassadors from using their role as representatives of the City of Albuquerque to encourage or sell wellness or fitness-related products to co-workers. Our role is to encourage employees to pursue well-being, which means leading a balanced and healthy lifestyle in ways that best meet their needs. For example, you can be a BetterHealth Ambassador and still work as a weight-loss consultant, but it is not appropriate for you to encourage, sell, or promote any health and fitness programs or services, nutrition supplements, essential oils, or other products to fellow employees.

Can I find the information in this toolkit online?

Yes. This document also can be found online under the ‘BetterHealth Ambassador’ section at <http://www.cabq.gov/betterhealth>.

I have some additional questions. Whom can I contact?

For more information, please contact the Wellness Coordinator, Jenna Zietzke, at 768-2921. You may also email questions to BetterHealth@cabq.gov.

BetterHealth AMBASSADORS Roles & Responsibilities

- Be a City of Albuquerque employee in good standing.
- Serve as a point of contact for BetterHealth wellness activities and programs in your department.
- Participate in the BetterHealth Ambassador Training Session.
- Choose to participate in wellness initiatives during the year that enhances your well-being.
- Check in with people in your department and share positive feedback and opportunities to improve with fellow Ambassadors and BetterHealth staff.
- Conduct routine sweeps of posted BetterHealth flyers at your work location and remove anything not up to date.
- Provide constructive feedback on BetterHealth programs and practices and identify solutions to barriers.
- Engage in quarterly BetterHealth Ambassador meetings. Meetings will be held in March, June, September, and December.
- Encourage an influential or impactful colleague to join in as a well-being leader.
- Assist your successor in the transition.

2024 Quarterly Meeting Calendar for BetterHealth Ambassadors

Date	Location	Time
Tuesday, March 19	Virtual (ZOOM)	1:00-2:00 pm
Tuesday, June 11	Location TBD	1:00-2:00 pm
Tuesday, September 24	Virtual (ZOOM)	1:00-2:00 pm
Tuesday, December 10	City Hall	1:00-2:00 pm
<p>If meetings are held in City Hall, parking will be validated.</p> <p><i>**Please note these dates may be subject to change**</i></p>		

2024 Focus

The BetterHealth Program strives to collaboratively create a supportive, health-conscious work environment and provide initiatives to improve all elements of well-being, including career, social, financial, physical, emotional, and community.

As the definition of wellness expands, so does the role of leadership. Our focus is to increase leadership support, enhance cohesiveness among existing wellness teams, and create the supportive health environment at work that is necessary for employees to thrive. To this end, the engagement of City leaders in their well-being is a crucial element in the program's overall success.

In addition to leadership engagement, the 2024 City of Albuquerque BetterHealth Program will focus on achieving the four program goals below. All related initiatives are described in this section. You will receive updates about new programs and initiatives as they become available. Activities with this  symbol are Presbyterian Health Plan-sponsored activities.

BetterHealth Goals

- 1) Provide valued, tangible employee benefits by delivering whole-person programs to prevent, detect, and reduce modifiable risk factors for cardiovascular disease, diabetes, and cancer. Supported behaviors include:
 - ✓ increased movement and physical activity
 - ✓ nutritious and balanced eating habits
 - ✓ cessation of unhealthy substances
 - ✓ manageable stress
 - ✓ sleep
 - ✓ personal growth
 - ✓ community service
 - ✓ financial empowerment
 - ✓ social connection
- 2) Empower employees with healthy work environments and lifestyle practices that enable them to achieve their best possible health, creating a health-conscious work environment.
- 3) Build wide support, collaboration, and organizational alignment
- 4) Evaluate and continuously improve initiatives

-SIX ELEMENTS OF- **WELL-BEING**



BetterHealth Employee Wellness Programs

One-Day Events

Annual Employee Health and Benefits Fair

The BetterHealth program annually hosts a Health and Benefits fair in the Convention Center for employees and their families. Approximately 1,000 people attend! Health screenings and flu shots are available. Benefits representatives answer medical, dental, vision, life insurance, deferred compensation, flexible spending accounts, and retirement questions. In addition, community organizations and businesses promote their products and services.

Exhibitors use giveaways to attract participants to their booths. Instead of candy giveaways, the BetterHealth Program requires healthier alternatives. Employees can win great raffle prizes donated by exhibitors. Two hours Paid Leave – Other (PLO) is approved for employees to attend this event with their supervisor's prior approval.

In 2016, 2017, 2018, 2019, 2020 (virtually), 2021, 2022, and 2023 Ambassadors greeted employees at the Health Fair entrance. In 2024, Ambassador greeters will be utilized again. Ambassadors may also provide information at the Class of 2024 Ambassador recruitment table.

Annual Health Academy

The Healthy Academy is a two-hour educational event designed to educate employees to improve their overall well-being. Catered food is provided! Two hours Paid Leave – Other (PLO) is approved for employees to attend this event. Family members are also invited.

Ambassadors may volunteer to greet participants and distribute materials.

Date: July 11, 2024

Location: Albuquerque Museum in Old Town or through a Zoom Webinar

Time: 11:30am – 1:30 pm

Run for the Zoo and Walk with us too!

The BetterHealth Program pays entry fees for the first 300 benefits-eligible employees who register for the annual Run for the Zoo in the May 2024 event, along with a team t-shirt. BetterHealth Ambassadors initiated this campaign in 2017. Ambassadors may volunteer to assist with packet distribution, team photos on event day, and establishing the team tent as a meeting spot for co-workers and family members.

Assessment & Screening

Biometric Screenings

Biometric screenings are offered at designated open enrollment meetings and the Annual Health & Benefits Fair, which include lipid panels, A1c testing, and initial results review. Components may include assessing blood draw, blood pressure, body mass index (BMI), and waist circumference. Completely confidential.

Colorectal Cancer Screenings

We hope to increase screening for participants who are 45 and over; screening efforts are delivered through Presbyterian Performance Improvement and your primary care provider. Participants are provided with a home test kit if it is determined that they are at average risk for colorectal cancer.

Flu Shots

The BetterHealth program hosts flu shot clinics at 20+ worksite locations every fall. This service is available to employees, spouses, and dependents. Getting vaccinated reduces the risk of spreading influenza to others. Other vaccines may be offered if timely and appropriate.

Health Check (Personal Health Assessment)

Presbyterian offers a Health Check to all City of Albuquerque benefits-eligible employees, spouses, and domestic partners, including employees covered by other medical insurance plans. A **\$25** Gift Card from the BetterHealth Program is offered once every fiscal calendar year for completing the confidential online assessment. Individual responses are never disclosed, but aggregate data is reviewed for program planning.

Mammography Van

The BetterHealth program promotes regular breast cancer screening. The mammography van is conveniently located downtown every spring and fall. The service provides mammograms to the City of Albuquerque employees and their family members covered by the Presbyterian Health Plan and other insurance plans at no cost. Additional worksite locations vary. Thirty minutes of Paid Leave - Other (PLO) is usually approved for employees to participate.

Mobile Health Center

Services through the Mobile Health Center are offered to employees and family members aged two and older who are enrolled in the City of Albuquerque's Presbyterian Health Plan. \$0 Co-Pay!

Medical services range from preventive wellness exams to urgent care. Walk-in visits are seen based on the availability of healthcare providers. View the monthly schedule at <http://www.cabq.gov/betterhealth>.

BetterHealth

BetterHealth Ambassadors

In 2024, 50 selected employees from various work departments will share their enthusiasm, communication skills, and motivation to inspire their co-workers (including Directors, Managers, and Supervisors) to be part of the City of Albuquerque's organization-wide wellness initiative.

BetterHealth Clinic

As a City of Albuquerque employee or an employee of one of the participating entities, you now have access to the City's onsite medical clinic. This clinic, located in the basement of City Hall, offers low-acuity urgent care, wellness check-ups, care maintenance, telehealth visits, and some primary care functions. The clinic is open Monday through Friday, 8am to 5pm. Presbyterian Health Plan members can be seen by the advanced practice provider Monday, Wednesday, and Friday by appointment. Walk-in care by the registered nurse is available 5 days a week for weigh-ins, blood pressure checks, health information, follow-up visits, lab work, or to make future appointments. To schedule an appointment, call 505-510-5999.

BetterHealth Program Emails, Posters, and Newsletters

- 1) Email blasts are sent to Ambassadors, all HR Coordinators, and employees on the BetterHealth Email Distribution List to promote every BetterHealth program. Ambassadors and HR Coordinators are asked to get the word out by forwarding information to employees. Ambassadors are highly encouraged to customize emails and the email subject lines and remind colleagues that Ambassadors are there to help and answer any BetterHealth program questions.
- 2) Posters with BetterHealth event information and health messages are distributed regularly to Ambassadors and department contacts with a request to post. Ambassadors may consider developing a wellness bulletin board for the posters.
- 3) JohnnyBoards are customized frames that include BetterHealth flyers. Each month new flyers are posted in restrooms, above water fountains, and near time clocks at 16 locations where most field employees work. Facilities include the Solid Waste Administration building; Eagle Rock; Cerro Colorado; Montessa Park Convenience Center, Montessa Park; Parks and Recreation; Yale, Daytona, and Alvarado Transit Centers; Pino Yards; Balloon Museum; Don Reservoir Convenience Center; DMD Satellite Offices; City Hall and 4th Street Fueling Station.
- 4) A monthly well-being newsletter is distributed by email to Ambassadors and HR Coordinators with a request to share with employees. This newsletter is produced by a reputable resource and includes health tips, informative articles, and recipes.

E-web & City of Albuquerque Website

Wellness program announcements are posted on E-web (<http://eweb.cabq.gov>) and the City of Albuquerque website, <https://www.cabq.gov/betterhealth>.

Fresh Option Produce

<https://www.surveymonkey.com/r/CABQPRODUCE>

The Fresh Option program is designed to deliver and encourage healthy snacks at meetings and celebrations. The program is available to BetterHealth Ambassadors at all locations.

Ways to use Fresh Options

- a) Wellness educational workshops.
- b) BetterHealth program orientations and celebrations such as department challenges or to integrate well-being into celebrations.
- c) Staff days or retreats that include wellness initiatives, such as library staff day.
- d) Staff meetings or training with at least one wellness announcement.

Scan below to make a request!



Health Education Presentations, Workshops & Video Links

Ambassadors may request a presentation for their department or work location. Coordination may include the following:

- Reserving conference rooms.
- Setting up audiovisual equipment.
- Inviting co-workers to attend with an email and flyer.
- Reporting results.

Please request workshops at least three weeks in advance (use the Ambassador Training Request Form on page 27). Upon receiving requests from Ambassadors, BetterHealth staff will contact presenters, check their availability, and finalize the dates. Presentation times and days are flexible to accommodate various CABQ work schedules.

Educational video web links are included in the workshop list. Ambassadors may host a group viewing at any time or send a web link to employees and encourage them to watch the video when they have time.

Preparation for group showings includes reserving a conference room with a computer, monitor, Internet, and speakers. Then play the video.

Workshops and videos are great opportunities to use the Fresh Option Produce benefit.

Remember to discuss your workshop plans with your supervisor, obtain your supervisor's approval before announcing workshops and invite supervisors to participate.

Skill Builders

A variety of well-being skill builders are available for you to promote within your department. A new skill builder will be available through *Wellness at Work* monthly. 2024 Topics include:

- a) January: Power Pause
- b) February: Time Management
- c) March: Seeking Opportunities in Moments of Challenge
- d) April: Transforming Your Relationship with Money
- e) May: Biohacking
- f) June: Walking for your Brain Health
- g) July: Intermittent Fasting and Circadian Eating
- h) August: Fascia Release
- i) September: Find Your Rest
- j) October: The Power of Regret
- k) November: Job Crafting
- l) December: Emotional Language

Participants may submit their completed skill builders through *Wellness at Work* to be included in a monthly prize drawing.

Wellness at Work Online Platform

The *Wellness at Work* Online portal is designed to help employees create personalized health improvement plans. The online platform houses the Personal Health Assessment (PHA) or Health Check, journeys, mini-challenges, buddy support, and more! Available to benefits-eligible employees, spouses, and domestic partners.

Physical

Clickotone

Clickotone is a clinically validated mobile program to help employees and family members quit smoking. Clickotone® provides science-backed evidence and meaningful support to keep participants on track, help develop a customized quit plan, and provide strategies for overcoming cravings and dealing with withdrawals.

Sign-up by visiting Try.Clickotone.Com. **ENTER COMPANY CODE: 731C73**

Cooking Show

The virtual Cooking Show inspires participants to bring fun back to the kitchen and shares some health-conscious food preparation methods.

Desk to 5K

The Desk to 5K is a training program designed to progress participants through increased intensity and distance toward completing a 5k distance. The program is tailored for all fitness levels and is designed to assist participants in being active in a fun, social, and non-competitive atmosphere.

Good Measures

The Good Measures healthy habits programs are at no cost to eligible City of Albuquerque and government entity employees, spouses, domestic partners, and dependents 16 and older.

Good Measures programs can help you:

- Prevent or better manage diabetes
- Get optimal nutrition for a healthy pregnancy
- Lower blood pressure, blood sugar, and cholesterol and improve heart health
- Improve a health condition with food choices
- Eat to boost your immune system, have more energy, and feel better
- Lose or manage weight

Healthy Solutions

Presbyterian Healthy Solutions Disease Management program is a coaching service for Presbyterian members with one of the following chronic health conditions: Asthma, Coronary Artery Disease, Diabetes, or Hypertension. The program can help you improve your health. Presbyterian offers this service at no extra cost to you.

What can health coaching do for you?

Health coaching can help you learn how to take control of your health. If you want to feel better and live healthier, nurses are available to help you!

You and your health coach nurse will talk about the following:

- How you can make small changes that lead to healthier habits
- What might be keeping you from living a healthier lifestyle
- What healthy choices have worked well for you in the past

- How to work with your healthcare provider to meet your health needs and goals
- Healthy Solutions health coach nurses work with you by phone or video visit
- They will encourage you to improve your health
- They can set up coaching times that work with your busy schedule

With a Healthy Solutions health coach nurse as your guide, you can learn to make healthier choices every day. Connect with a health coach nurse to learn more and commit to a healthier life today!

Call 1-800-841-9705 or email HealthySolutions@phs.org.

H³ Series: Healthy Heart Habits

Learn about your heart health and self-monitor your Blood Pressure in this interactive challenge! The program launches with a 1-hour training where you'll learn all about healthy heart habits and the importance of blood pressure, followed by education on how to use a blood pressure monitor. You'll then have a 4-week opportunity to track your own blood pressure and explore your trends. A final one-on-one session with a health coach will assist you in setting goals to keep you moving forward!

Presbyterian Gym Membership Benefit

All employees and dependents (18 years old and up) enrolled in the City of Albuquerque Presbyterian medical plan are eligible for the Presbyterian Gym Membership Benefit. The benefit includes using Prime gyms throughout the ABQ Metro Area, including Defined Fitness, Planet Fitness, Anytime Fitness, and others. Interested employees must elect this gym benefit during Open Enrollment in May or within 31 days of employment. Once a month, employees pay income tax only on the gym's fair market value.

Visit primemember.com for a complete list of gyms available through the Presbyterian Prime Gym Membership Benefit. Access instructions are on page 48 of the e-toolkit.

Physical Activity Challenges

Accessed through the *Wellness at Work* portal, these are individual or team-based challenges aimed to sow seeds of camaraderie and accountability with social features like buddies, teams, team chat, and an interactive dashboard.

Self-monitoring Blood Pressure Stations

Eighty self-monitoring blood pressure stations are available in various City and Entity locations. Ambassadors may request a new self-monitoring blood pressure station if they don't have one at their worksite. Blood pressure monitoring is encouraged for all employees and adult family members, regardless of whether they have high blood pressure.

Walking in Albuquerque Convention Center

The Albuquerque Convention Center is open to city employees for walking. Employees must sign in and out at the information desk and wear employee badges while walking. Occasional restrictions occur when conference attendance is high. The location is ideal when the weather is too hot, cold, or windy for outdoor activities!

Emotional

Behavioral Health Services

Behavioral Health Services available to the City of Albuquerque include online applications, psychiatrists, psychologists, nurse practitioners, therapists, psychiatric social workers, registered nurses, and behavioral health technicians.

Services are available in various settings, including individual, group, video, and text therapy.

See Page 43 for a complete list of behavioral health services available to City employees.

See Page 44 for a full list of behavioral health services available to APD employees.

Employee Assistance Program (EAP)

The City of Albuquerque EAP serves employees and family members living in the home and provides five confidential counseling sessions at no cost. Employees and family members may work with counselors to reduce stress and improve health behaviors, such as quitting smoking, eating healthier, and losing weight. Call 768-4613 for an appointment. EAP is part of the Risk Management Division, Department of Finance and Administrative Services.

NOOM

Noom is a psychology-based program that empowers you to make healthier choices. Powered by behavioral science, technology, and human coaches, Noom helps people meet their health and wellness goals—from weight management to diabetes prevention to stress reduction.

Mindfulness Based Stress Reduction

Learn all the critical tools of mindfulness and meditation through a clinically proven program in stress reduction through the expertise of Michelle DuVal. The program teaches participants a variety of different mindfulness practices including those for greater rest and relaxation, focus and concentration, also breathing meditation, eating meditation, walking meditation, and more.

Restore Your Rest Series

Why do we resist rest when it's what we may need the very most? Inspired by *The 7 Types of Rest* by Dr. Saundra Daulton-Smith and *Rest: Why You Get More Done When You Work Less* by Alex Soojung-Kim Pang, this restorative series explains the science of rest resistance and challenges the culture of extreme overwork. Although we may not be able to control our workload, we will explore how prioritizing rest goes beyond optimizing sleep and how to capitalize on active pursuits that will equal restoration in seven key areas of life.

Personal Growth

Healthy & Whole Holiday Challenge

This individual challenge offers tips, ideas and support to help employees feel their best during the holiday season. By participating in this challenge, you are giving yourself the gift of health!

Wednesday Wellness Webinar Series

The Wellbeing Webinars are designed to give participants the tools, knowledge and support they need to improve and upgrade their wellbeing.

Financial

Financial Forum Book Club

Money mastery can be intimidating for many. This financial forum book club will focus on a book themed in financial literacy. Readers are given the opportunity to connect in a guided discussion, and book sections are assigned in increments.

Social

Book Club

This wellbeing book club suggests a book title with a focus on self-development. Readers are given the opportunity to connect in a guided discussion. Book sections are assigned in increments and discussed in ways that may challenge your beliefs or enable you to lean into self-care.

Health Coaching

Need inspiration and support on your wellness journey?

Get a health coach on your side. Health coaching is at no cost to benefits-eligible employees, spouses, and domestic partners. Coaches combine special training and knowledge with empathy and compassion to help improve your accountability and results. Our experienced health coaches have advanced degrees and can help you with the following:

- set goals
- create action plans
- identify your motivation for change
- keep you on track
- manage setbacks and challenges
- celebrate victories

Connect with a health coach for help reaching your wellness goals by Emailing betterhealthcoach@phs.org for more information.

Run for the Zoo and Walk with Us too!

Join Team CABQ to run or walk in any of the Run for the Zoo events at the BioPark in May. Registration is covered for the first 300 employees who register.

Career

Employee Learning Center

Programs and training through the Employee Learning Center (ELC) are designed to deploy learning solutions for City Departments and City Employees. The ELC is responsible for the onboarding, development, support, and recognition of City Employees.

Community

Baby Benefits

Presbyterian offers a program to help you have a healthy pregnancy and baby. You can enroll in the Presbyterian Baby Benefits prenatal program in one of these ways:

Online at mypres.phs.org

Call us at (505) 923-5017

Email us at PerformanceImp@phs.org

You can earn prenatal and newborn reward cards to purchase healthy items when you join. Join anytime during your pregnancy.

City Greenhouse – Community Garden

Volunteers are needed to help the City of Albuquerque staff maintain our three greenhouses and interior plants at various locations around the city. Assist Greenhouse staff with tasks such as planting and repotting of plants; plant propagation; care and maintenance of annuals, perennials, orchids, and tropical.

Employee Health Services & Gym Locations

The Risk Management Division manages risk for the City and its taxpayers and manages the Employee Health Services. The department also promotes the health and safety of City employees.

Several work locations have onsite gyms for their employees, including the Police Academy, Fire Academy, Aviation, and 911. Employee Health Services staff provide employees with free fitness and endurance testing, personal training to strengthen muscles and manage weight, office ergonomic assessments, CPR training, and more! The 4-hour CPR training includes instruction on using an Automated External Defibrillator (AED) and First Aid for adults. Upon completing the course, participants receive an American Heart Association First Aid and CPR Certification Card, valid for two years. Contact Dave Pulliam at 768-4623.

The APD Gym is located in the basement of the APD Law Enforcement Center. The gym is free and open to all city employees who complete the enrollment form and fitness assessment provided by Employee Health Services staff.

View a complete list of City Community Centers with Fitness Centers and Program Guides on page 46 of the e-toolkit. City Community Centers are at no cost.

Healthy Food in Offices - Nutrition Guidelines

Guidelines were developed in 2013 to demonstrate our commitment to Better Health. The availability of healthy foods at office celebrations and events can help employees make nutritious choices and influence their long-term health and wellness. Guidelines and templates for potlucks are available on page 40.

Imagine ABQ!

Imagine ABQ! is an initiative of the Chaplaincy of the Albuquerque Fire and Rescue. A local holiday of coming together once a year to beautify our city, not relying on anybody but ourselves, the great people of this great city. Whether we are raking leaves, pulling weeds, or picking up litter and trash, one day is designated to serve each other in whatever capacity we can.

Junk Jog

Keep Albuquerque Beautiful Junk Jog - a "plogging" event. Plogging, a combination of jogging and picking up litter, began several years ago as an organized activity in Sweden because of growing concerns about marine debris and garbage. Keep Albuquerque Beautiful, alongside the City Solid Waste Management are bringing this trend back to the Southwest by inspiring Burquenos to help make our communities cleaner, safer, healthier, and more beautiful.

Ploggers can jog a 1-mile loop (or more if they choose) while picking up litter along two Bosque trails near Central and Sunset. Participants are invited to register as individuals or to form Junk Jog teams to help keep Albuquerque's Bosque beautiful.

Mother's Room in City Hall, Plaza Del Sol, Airport, and BioPark Zoo

Breastfeeding is one of the most highly effective preventive measures a mother can take to protect the health of her infant and herself, including a healthier weight. Employment is now the norm for U.S. women of childbearing age, and we know that returning to work after having a baby can be challenging. Breastfeeding is personal; however, the BetterHealth program is committed to providing onsite lactation support.

The Mother's Room in City Hall includes a private pumping station, a refrigerator to store breast milk, and a nearby sink to wash supplies. Hospital-grade breast pumps are available. Mothers simply bring their own tubing.

Interested employees should contact the Health and Wellness Coordinator in the Insurance and Benefits office for more information.

The private Mother's Room at the airport is located near the security screening area and is available to employees and passengers. The private room at Plaza Del Sol is on the 5th floor in the Planning Department and is open to all employees. Check-in at the Code Enforcement Division reception desk. The Mother's Room at BioPark Zoo is for BioPark employees only.

All department HR Coordinators are prepared to identify temporary space for employees who wish to breast pump upon returning from maternity leave.

Take the Stairs

BetterHealth encourages employees to be physically active, including stair climbing during each workday. In 2014 the stairwells in City Hall were labeled and painted with motivating health designs.

CABQ Leaders

Leader Well-being Training

This training informs and inspires leaders to lead well with well-being and provides them with resources and the confidence to implement change where needed. Building a culture of well-being and resilience where team members have a sense of trust, find meaning in their work, have authentic personal interactions, and feel supported, positively impacts their well-being. It is in the best interest of both the individual and the organization for employees to thrive in all aspects of their life and the team leader has significant influence on these drivers.

2024 BetterHealth PROGRAMS



BetterHealth
CITY OF ALBUQUERQUE AND
PARTICIPATING GOVERNMENT ENTITIES
Better you.

INITIATIVE	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
One-day Events					Run for the Zoom and Walk with Us too!	Run for the Zoo top finishers luncheon	Annual Health Academy		Annual Leader Well-being Training		Annual Employee Health & Benefits Fair		
Assessment & Screening	Personal Health Check through Wellness at Work												
	Mobile Health Center & Onsite BetterHealth Clinic (City Hall Basement)												
					Open Enrollment						Flu Shot Events		
					Mammography Van Screenings					Mammography Van Screenings			
BetterHealth Ambassador	BetterHealth Ambassador Training		BHA Meeting			BHA Meeting			BHA Meeting		BetterHealth Ambassador Application	BHA meeting	
Emotional	Mindfulness Based Stress Reduction with Michelle DuVal												
										Restore Your Rest Series			
Financial				Financial Forum Book Club	Spend Challenge through W@W								
Personal Growth	Wednesday Well-being Webinars												
	Small Changes for Big Goals	Purpose	Time Mastery	Unlocking the Gut Brain Axis and Nourishing the Mind	Harmony on your Plate	Decoding Labels	Vibrant Eating: Eat Your Colors for Health	Mastering Your Money	Resilience Redefined	Eat Smart	Exploring the Power of Social Connection	The Non-Resolution Resolution Movement	
	Healthy & Whole Holiday Challenge												
Physical	Tobacco Cessation (The Great Amerian Smokeout: November 21, 2024)												
	Physical Challenge through W@W		Desk to 5K									Blood Pressure Challenge through W@W	
		Heart Healthy Habits Series		Blood Pressure Challenge through W@W				Physical Challenge through W@W					
Nutrition	Virtual Cooking Show Demos												
	Stirring up soup-erlatives	Hearty Heart Health Dinner	Spice up your life with this noodle delight!	Clucktastic Creations!	Fiesta de la Boca	More Cheese, Please	Get your Avo-Crave on!	Sandwich secrets unwrapped	The beef-fest you've been waiting for	A noodle-y adventure	Dough my Goodness!	Cookies, the sneaky dough-lights of happiness	
	Health Coaching 1:1												
	Good Measures & Noom												
Social				*See Financial for Q2 Book Club*				Group Health Coaching					
								Book Club					
Leader Well-being	Supervisor Training		Supervisor Training		Supervisor Training		Supervisor Training		Supervisor Training		Supervisor Training		

ANNUAL HEALTH & BENEFITS FAIR

The Annual Health & Benefits Fair is scheduled for November 5, 2024. Visit over 100 wellness and benefits exhibits. All employees are eligible for 2 hours leave with supervisor's approval.

BETTERHEALTH AMBASSADOR APPLICATION, TRAINING & MEETINGS

BetterHealth Ambassadors (BHA) are a volunteer network of employees who will share their enthusiasm, initiative and motivation to inspire others to be part of a meaningful, organization-wide wellness initiative. The program includes a 2-hour annual training and quarterly 1-hour meetings. Ambassadors agree to dedicate approximately 2 hours of their time on a monthly basis to supporting the City's Culture of Wellness.

BETTERHEALTH CLINIC

The City of Albuquerque is proud to bring healthcare to your workplace. Employees can receive care quickly and conveniently during the workday. The onsite BetterHealth Clinic is available to City of Albuquerque employees, spouses and children covered under the Presbyterian Health Plan.

BLOOD PRESSURE CHALLENGE

This program empowers participants to take ownership of their cardiovascular health. The program incorporates the concepts of remote monitoring and online tracking as key features to improve blood pressure.

BOOK CLUB

This virtual wellbeing book club suggests a book title with a focus on self-development. Readers are given the opportunity to connect in a guided virtual space. Book sections are assigned in increments and discussed in ways that may challenge your beliefs or enable you to lean in to self-care.

BLOOD PRESSURE MONITORING PROGRAM

Provides tools to self-manage, drive behavior changes and help prevent serious health risk. This program empowers participants to take ownership of their cardiovascular health. The program incorporates the concepts of remote monitoring and online tracking as key features to improve blood pressure self-awareness.

COOKING SHOW

The virtual Cooking Show inspires participants to bring fun back to the kitchen and shares some health-conscious methods of food preparation.

DESK TO 5K

Desk to 5K is a training program designed to progress participants through increases in intensity and distance toward the desired outcome of completing a 5k distance. The program is tailored for all fitness levels and is designed to assist participants in being active in a fun, social, non-competitive atmosphere.

FLU SHOTS

Every fall, the City of Albuquerque hosts flu shot clinics at numerous work site locations. This service is available to employees, spouses and dependents ages 19 and older.

GOOD MEASURES

The Good Measures approach enables individuals and families to unlock the power of food to help them improve their daily health and manage their medical conditions. Programs focus on nutritional balance: getting the right amount of nutrients based on one's unique needs. Good Measures offers highly personalized coaching and technology that enables participants to eat for better health, starting with the foods they like, can afford, and can find. Programs include: Healthy Weight, Diabetes Prevention Program, Heart Health, and Diabetes Self-Management.

HEALTH ACADEMY

A 2-hour educational event designed to help employee's manage specific conditions to improve their overall health. Participants receive relevant health & wellness education as well as tools to engage in better health behaviors. Employees are given up to 2 hours administrative leave with supervisor approval.

HEALTH COACHING (1:1)

Lifestyle habits are complex and multi-factorial, involving the interaction of genetics and environment. Our coaching program helps effectively tease out these factors and address them on an individual basis, an approach that helps employees change behaviors and produce positive outcomes. Participants will learn how to set appropriate goals, create an action plan, identify personal motivation and establish coping skills and a support system. This personalized approach to health management allows employees to work directly with a health coach in a one-on-one setting. All our health coaches have advanced degrees in their chosen field as well as a wide variety of certifications.

HEALTH COACHING (GROUP)

This group health coaching option provides participants with interactive support and social motivation in a group of 10 to 20 individuals looking for a low-risk way of discovering new well-being insights. Virtual meetings offer the support of an expert health coach as well as social connection and peer support via non-judgmental communication. This environment provides innovative ways to think about behavior change and achieving wellness goals.

H3 SERIES: HEALTH HEART HABITS (NEW)

Learn about your heart health and self-monitor your Blood Pressure in this interactive challenge! The program launches with a 1-hour training where you'll learn all about healthy heart habits and the importance of blood pressure, followed by education on how to use a blood pressure monitor. You'll then have a 4-week opportunity to track your own blood pressure and explore your trends. A final one-on-one session with a health coach will assist you in setting goals to keep you moving forward!

HEALTHY & WHOLE HOLIDAY CHALLENGE

This individual challenge offers tips, ideas and support to help employees feel their best during the holiday season. By participating in this challenge, you are giving yourself the gift of health!

PHYSICAL ACTIVITY CHALLENGE(S)

Individual or team-based challenges aimed to sow seeds of camaraderie and accountability with social features like buddies, teams, team chat, and an interactive dashboard.

LEADER WELL-BEING TRAINING

This training informs and inspires leaders to lead well with well-being and provides them with resources and the confidence to implement change where needed. Building a culture of well-being and resilience where team members have a sense of trust, find meaning in their work, have authentic personal interactions, and feel supported, positively impacts their well-being. It is in the best interest of both the individual and the organization for employees to thrive in all aspects of their life and the team leader has significant influence on these drivers.

MAMMOGRAPHY VAN SCREENINGS

Every May and October the mammography van is conveniently located downtown to provide mammograms at no cost to City of Albuquerque employees and family members covered by Presbyterian Health Plan and other insurance plans. Additional worksite locations vary.

MINDFULNESS BASED STRESS REDUCTION

Learn all the critical tools of mindfulness and meditation through a clinically proven program in stress reduction through the expertise of Michelle DuVal. The program teaches participants a variety of different mindfulness practices including those for greater rest and relaxation, focus and concentration, also breathing meditation, eating meditation, walking meditation, and more.

MOBILE HEALTH CENTER

Services through the Mobile Health Center are offered to employees and family members age 2 and older who are enrolled in the City of Albuquerque's Presbyterian Health Plan.

NOOM

A virtual, personalized, healthy lifestyle program delivered through your mobile phone utilizing psychology and small goals to change your habits for good! The program includes daily articles, food and exercise logging, goal specialists, and peer group support.

OPEN ENROLLMENT EVENTS

Open enrollment takes place in May for employees to get the information they need to make informed decisions about their benefits enrollment and personal health needs.

PERSONAL HEALTH CHECK

Benefits-eligible City of Albuquerque employees can complete the confidential online Personal Health Assessment on Wellness at Work and receive a gift card incentive from the BetterHealth Program. The Health Check incentive may be earned every fiscal year for completing the confidential assessment

RESTORE YOUR REST SERIES (NEW)

Why do we resist rest when it's what we may need the very most? Inspired by The 7 Types of Rest by Dr. Sandra Daulton-Smith and Rest: Why You Get More Done When You Work Less by Alex Soojung-Kim Pang, this restorative series explains the science of rest resistance and challenges the culture of extreme overwork. Although we may not be able to control our workload, we will explore how prioritizing rest goes beyond optimizing sleep and how to capitalize on active pursuits that will equal restoration in seven key areas of life.

RUN FOR THE ZOO AND WALK WITH US TOO!

Join Team CABQ to run or walk in any of the Run for the Zoo events whether set virtually or at the BioPark. Registration is covered for the first 500 employees who register.

SPEND CHALLENGE

Join the challenge through the Wellness at Work portal.

TOBACCO CESSATION PROGRAM

Participants who enroll and complete the Tobacco Cessation Program will earn a prize. A comprehensive tobacco cessation program is available to employees, spouses and domestic partners. The program uses evidence-based principles to help people quit using all types of tobacco. The tobacco cessation program is available as needed.

WEDNESDAY WEBINARS

The Wellbeing Webinars are designed to give participants the tools, knowledge and support they need to improve and upgrade their wellbeing.

More info: <https://www.cabq.gov/humanresources/employee-benefits/better-health-program>

Recognition

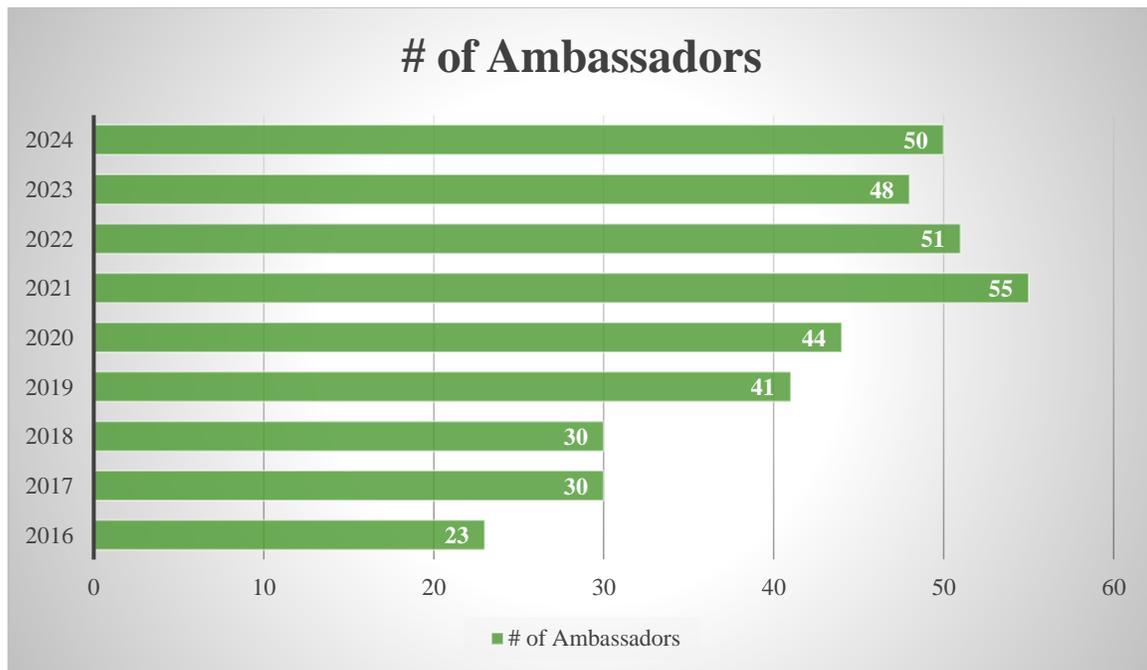
BetterHealth Ambassador Program Evaluation & Recognition

Employee Participation

A measure of the BetterHealth Ambassador program's success is overall employee participation. Use of the sign-in template (which can be found in the resource section on page 30) is required for all on-site activities to assist in this measure and should be returned to Jenna Zietzke (jzietzke@cabq.gov).

Ambassador Activities

The number of Ambassadors participating each year and the type of activities they pursue will also be tracked. The ultimate goal for the Ambassador program is to have 60 ambassadors per year, representing all work locations with more than 30 employees.



BetterHealth Ambassador Program Progress Report

In preparation for recruiting new Ambassadors each year, a BetterHealth Program Annual Report is produced and distributed to senior leaders and department directors. The report will include Ambassador projects, participation results, and photos. For BetterHealth Ambassador-run initiatives, we ask that you use a sign-in sheet to assist in this measure and should be returned to Jenna Zietzke (jzietzke@cabq.gov). Sign-in sheet located on page 30 of the toolkit.

2024 Planning Calendar

January	February	March	April	May	June
				Run for the Zoo	



BetterHealth
AMBASSADOR
CITY OF ALBUQUERQUE

July	August	September	October	November	December
Health Academy		Leader Training		Health & Benefits Fair	BHA applications due

2024 Monthly Task Guide

Month	Tasks	Responsible Party	Status
	Program Updates and Communications		
	•		
	•		
	Tasks		
	•		
	•		
	Program Updates and Communications		
	•		
	•		
	Tasks		
	•		
	•		



BetterHealth
AMBASSADOR
 CITY OF ALBUQUERQUE



BetterHealth
AMBASSADOR
 CITY OF ALBUQUERQUE

Use this form to request a training for your location or department. You can work with other BetterHealth Ambassadors or worksite contacts to make the training available to a larger amount of employees.

Training Request

Ambassador Name: _____

Location: _____

Training session you are requesting: _____

Please submit this form at least 3 weeks prior to your requested training. Please make an effort to have a 8 attendee minimum when requesting a training.

Consider an incentive request or Fresh Option Produce order to enhance your offering! Use this link, <https://www.surveymonkey.com/r/3ZWT69T>

Or Scan the QR Code



Date: _____

Time: _____

Room: _____

How many people do you expect to attend? _____

Parking instructions for facilitator and other important information about your facility, such as security:

(Please provide full address including city and zip)



BetterHealth
AMBASSADOR
CITY OF ALBUQUERQUE

Submit this form to:
Jenna Zietzke, jzietzke@cabq.gov

INCENTIVE REQUEST FORM

Ambassador Name: _____

Location: _____

Brief description of how incentive will be used: _____

INCENTIVE:

Work gloves: How many: _____
with BetterHealth logo

Pens: How many: _____

\$5 Starbucks Gift Cards. How many: _____

Spark Adventure:
How many: _____

Other: _____ How many: _____
(While supplies last)

Wellness Wednesday



A large, empty rectangular box with a thin black border, intended for writing or drawing. The box is positioned in the lower half of the page, below the main title area.



Blood Pressure

Blood Pressure Station Locations

CITY OF ALBUQUERQUE BLOOD PRESSURE MONITOR LOCATIONS		
	Department	Work Location
1	Animal Welfare	Animal Welfare Eastside - Administration Building
2	Animal Welfare	Animal Welfare - Westside
3	APD	APD NE Area Command - Osuna
4	APD	APD SE Area Command - Louisiana
5	APD	Law Enforcement Center - Roma
6	APD	APD Police Academy
7	APD	APD Crime Lab
8	APD	911 Emergency Operations Center
9	APD	APD Foothills Area Command - Lomas
10	APD	APD NW Area Command - Ellison
11	APD	APD SW Area Command - Los Volcanes
12	Aviation	ABQ Sunport
13	Aviation	ABQ Sunport
14	Aviation	ABQ Sunport
15	Aviation	Double Eagle Airport
16	City Clerk	Plaza del Sol City Clerk's Office - 7th Floor
17	City Council	City Hall City Council - 9th Floor

18	Cultural Services	Albuquerque Art Museum
19	Cultural Services	Balloon Museum
20	Cultural Services	BioPark Aquarium
21	Cultural Services	BioPark Zoo
22	Cultural Services	City Hall Cultural Services - 6th Floor
23	Cultural Services	Cherry Hills Library - 6901 Barstow St NE
24	Cultural Services	Erna Ferguson Library - 3700 San Mateo Blvd NE
25	Cultural Services	Lomas/Tramway Library - 908 Eastridge NE
26	Cultural Services	Main Library - 501 Copper NW
27	Cultural Services	South Valley Library 3904 Isleta Blvd SW
28	Cultural Services	Unser/Central Library - 8081 Central Ave NW
29	DFAS	City Hall DFA Accounting - 8th Floor
30	DFAS	City Hall Purchasing - 7th Floor
31	DFAS	City Hall DFA Budget and Admin office - 11th Floor
32	DFAS	Pino Yard - Building H
33	DFAS	City Hall Employee Health Services - Basement
34	DMD	City Hall DMD - 3rd Floor
35	DMD	Plaza del Sol Parking Division - 5th Floor
36	DMD	City Hall DMD - 7th Floor

37	DMD	1801 4th Street Facility - Building B
38	DMD	1801 4th Street Facility - Building A
39	DMD	Pino Yard DMD Traffic Engineering - Building B
40	DMD	Pino Yard DMD Street Maintenance - Building F
41	DTI	Plaza del Sol 311 - 6th floor
42	DTI	1801 4th Street Facility
43	DTI	City Hall DTI ERP - 8th Floor
44	DTI	City Hall DTI - 2nd Floor
45	Economic Development	City Hall Economic Development - 11th Floor
46	Environmental Health	City Hall Environmental Health - 3rd Floor
47	Family & Community Services	City Hall Family Community Services - 5th Floor
48	Family & Community Services	Child Development Administration
49	Family & Community Services	Governor Bent Pre K
50	Family & Community Services	CABQ/Bernalillo County Area Agency on Aging 700 4th St SW Suite A
51	Family & Community Services	Barelas Community Center
52	Fire	Fire Academy
53	HR	City Hall Insurance and Benefites - 7th Floor
54	HR	City Hall Employee Learning Center - Basement
55	Internal Audit/Inspector General	City Hall Internal Audit - 5th Floor

56	Legal	City Hall Legal - 4th Floor
57	Mayor's Office/CAO	City Hall Mayor's Office/CAO - 11th Floor
58	Parks & Recreation	Pino Yard Parks & Recreation - Building C
59	Parks & Recreation	1801 4th Street Facility Administration Building
60	Parks & Recreation	Park Management - 6th Street Satellite
61	Parks & Recreation	Park Management - Los Altos Satellite
62	Parks & Recreation	Park Management - Sports and Trails Satellite
63	Parks & Recreation	Park Management - Forestry Satellite
64	Parks & Recreation	Pino Yard Park Management - Building A
65	Parks & Recreation	Park Management - Greenhouse
66	Parks & Recreation	Open Space - Shooting Range
67	Parks & Recreation	Open Space - Montessa Park/OSD Admin Office
68	Parks & Recreation	Open Space - Visitor Services
69	Parks & Recreation	Recreation - Jerry Cline (L and XL cuffs)
70	Parks & Recreation	Recreation - Golf and Event Center (L and XL Cuffs)
71	Parks & Recreation	Recreation - Esperanza Bike Shop
72	Parks & Recreation	Golf - Arroyo Del Oso
73	Parks & Recreation	Golf - Ladera
74	Parks & Recreation	Golf - Los Altos

75	Parks & Recreation	Golf - Puerto Del Sol
76	Parks & Recreation	Aquatics - Los Altos Pool
77	Parks & Recreation	Aquatics - West Mesa Aquatic Center
78	Parks & Recreation	Aquatics - Highland Pool
79	Parks & Recreation	Aquatics - Betsy Patterson Pool at Sandia HS
80	Parks & Recreation	Aquatics - Valley Pool
81	Parks & Recreation	Balloon Fiesta Park
82	Planning	Plaza del Sol Planning Department - 3rd Floor
83	Senior Affairs	Sports & Fitness Center - Los Volcanes
84	Senior Affairs	CASA Senior Affairs Administration
85	Senior Affairs	North Domingo Baca Community Center
86	Solid Waste Management	Pino Yard Solid Waste 5501 Pino NE - Building D
87	Solid Waste Management	4600 Edith NE - 1st Floor
88	Transit	Alvarado Transportation Center - 2nd Floor
89	Transit	Daytona Transit Facility
90	Transit	Yale Transit Facility
	WATER AUTHORITY BLOOD PRESSURE MONITOR LOCATIONS	
	Department	Work Location
1	Customer Service	Customer Service Operations Building 1441 Mission

2	Customer Service	Customer Service Operations Building 1441 Mission
3	Water Authority	City Hall Water Authority - 5th Floor
4	Water Authority	PNF Bank, 12th floor
5	Pino Yard	PNF Bank, 14th floor
6	Surface Water	Surface Water Treatment Plant Alexamder Blvd.
7	Water Authority	Reclamation Plant 2nd street
8	Compliance	Compliance Building 2nd street
9	Reclamation Plant	Lab - 2nd Street
10	NWSA	Plaza Del Sol - 1st floor
MIDDLE RIO GRANDE CONSERVANCY DISTRICT BLOOD PRESSURE MONITOR LOCATIONS		
	Department	Work Location
1	Middle Rio Grande Conservancy District	Cochiti
2	Middle Rio Grande Conservancy District	Main Office
3	Middle Rio Grande Conservancy District	Albuquerque field office
4	Middle Rio Grande Conservancy District	Belen
5	Middle Rio Grande Conservancy District	Socorro
ALBUQUERQUE HOUSING AUTHORITY BLOOD PRESSURE MONITOR LOCATION		
	Department	Work Location
1	Albuquerque Housing Authority	1840 University Blvd SE

CITY OF BELEN BLOOD PRESSURE MONITOR LOCATION	
Department	Work Location
1	

AMAFCA BLOOD PRESSURE MONITOR LOCATION	
Department	Work Location
1 AMAFCA	2600 Prospect Ave NE

How to take Blood Pressure Reading

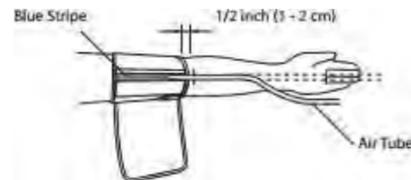
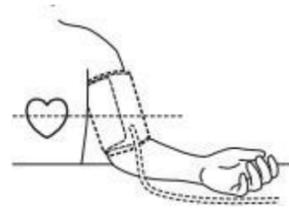
How to take a successful Blood Pressure Reading



Make sure the Blood Pressure Monitor is plugged into the electrical outlet.

Applying the Blood Pressure Cuff:

1. Make sure the air hose is securely attached to the main unit.
2. Push shirt sleeve high up on upper arm.
3. Sit in the chair with your feet flat on the floor. Place your left arm on the table so the cuff is level with your heart.
4. Place the bottom of the cuff 1/2 inch above your elbow.
5. With palm facing up, apply the cuff so that the air hose is aligned with the center of your arm and hand.
6. Wrap the cuff firmly in place around your arm using the fastener— ensure that there is enough space to fit 2 fingers between the cuff and your arm.



Taking a Measurement:

1. After properly applying the cuff, press the START button.
2. Make sure to sit still, refrain from talking and breathe at a normal pace.
3. The cuff will automatically inflate. Once optimal inflation is reached, it will begin to take the measurement.
4. When the measurement is complete, the monitor will display your blood pressure and your pulse.
5. Accurately write down your blood pressure reading.
6. Press the white button to clear your blood pressure reading from the display.



← Systolic
← Diastolic
← Pulse (Heart Rate)

If monitor, air hose or arm cuff are broken or not functioning properly, please contact:

BetterHealth@cabq.gov

I Have a High Blood Pressure Reading,

Now What?

- 1** Make sure you have been calmly sitting down for at least 5 minutes before taking your blood pressure reading. Also, do not drink coffee or smoke tobacco within 30 minutes before taking your blood pressure, as these can affect the outcome.
- 2** Adjust and make sure the blood pressure cuff is fitting correctly. Sit comfortably in the chair with both feet flat on the floor.
- 3** Take your blood pressure reading again.

BLOOD PRESSURE CATEGORY	SYSTOLIC mm Hg (upper number)		DIASTOLIC mm Hg (lower number)
NORMAL	LESS THAN 120	and	LESS THAN 80
ELEVATED	120 – 129	and	LESS THAN 80
HIGH BLOOD PRESSURE (HYPERTENSION) STAGE 1	130 – 139	or	80 – 89
HIGH BLOOD PRESSURE (HYPERTENSION) STAGE 2	140 OR HIGHER	or	90 OR HIGHER
HYPERTENSIVE CRISIS (consult your doctor immediately)	HIGHER THAN 180	and/or	HIGHER THAN 120

If your blood pressure is in the yellow or orange zones of the above chart, you are in the **Elevated** or **Hypertension Stage 1 or Stage 2 Category**. Follow up by scheduling an appointment with your doctor for steps and options to address your blood pressure.

When to consult your doctor immediately?

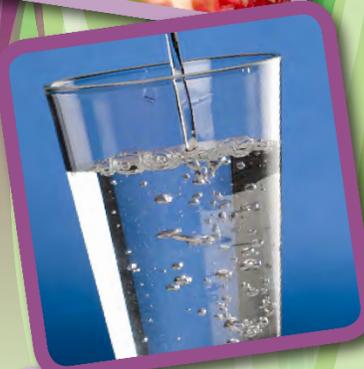
If your blood pressure is higher than **180/120**, wait about 5 minutes and try taking a reading again. If the second reading is just as high, consult your doctor immediately.

Hypertensive emergencies generally occur at blood pressure levels exceeding 180 systolic OR 120 diastolic, but organ damage can occur at even lower levels in individuals whose blood pressure had not been previously high.



Guidelines have been developed to demonstrate our commitment to Better Health

The availability of healthy foods at office celebrations and events can help employees make nutritious choices and can influence their long-term health and wellness.



BetterHealth

CITY OF ALBUQUERQUE AND
PARTICIPATING GOVERNMENT ENTITIES

Better you.

Healthy Foods at Work

Guidelines:

1. Make colorful fruits and vegetables half of all food offerings.*
2. Offer smaller portions of foods.
3. Offer foods low in solid fats, added sugars, and sodium.
4. Offer more whole-grain foods.
5. Make water more available.
6. Consider eliminating unnecessary snacks, such as candy dishes.

* For information and tips about filling half your plate with fruits and veggies, visit FruitsAndVeggiesMoreMatters.org.

Recommendations:

Food Safety

Food should be delivered just prior to serving time.
Always wash hands prior to handling any food.
Food left out for more than two hours should be discarded.
Clean all surfaces before and after food service.

Consider Special Dietary Needs and Food Allergies

Offer food such as vegetarian, vegan, dairy free, and gluten free.

Fundraising Events

Instead of frequent chocolate bar, cookie and nacho sales choose activities that are fun, creative, and energizing!
For example, sell raffle tickets for a fruit basket or sporting event. Organize a Nerf hoop competition, a crazy hat contest, carnival games, or a pumpkin carving contest. Hold a carnation sale for Valentine's Day or guess the number of beans in a jar.

Office Snack Sign-up Sheet

Theme
Week of



• Name:

• Item:

Thank you for supporting healthy eating patterns for all.

Everyone has a role in creating a healthy eating environment at work and in our homes and schools.

Dietary Guidelines for Americans 2015-2020



SAMPLE Office Snack Sign-up Sheet

Theme Munchie Snacks
Week of Jan 12, 2020



Lisa
roasted peanuts no salt

Mark
lightly salted popcorn

Susan
celery sticks

Linda
crunchy peanut butter

April
raisins

Tim
sliced cucumbers

Kim
apples

Andrea
Triscuit crackers

Shannon
baby carrots

Shannon G
cucumber water

Tanya
cherry tomatoes

• Name:

• Item:

• Name:

• Item:

• Name:

• Item:

Thank you for supporting healthy eating patterns for all.

**Everyone has a role in creating a healthy eating environment
at work and in our homes and schools.**

Dietary Guidelines for Americans 2015-2020



Behavioral Health Services

for Participating Government Entities

Last updated: December 2021

Service	Eligibility	Cost	Must be enrolled in Presbyterian Insurance	Hours	Address	Website	For Appointment
Employee Assistance Program	<ul style="list-style-type: none"> Professional counselors Employee counseling Crisis intervention Referral services Confidential, private, covered by HIPAA.	No Cost	No	On Call 24/7 & by appointment	1240 Pennsylvania NE Suite C Albuquerque, NM 87110	www.solutionsbiz.com	Entities Appointment 505-254-3555
NM Crisis and Access Line	A professional mental health crisis line. Masters level clinicians provide mental health services to all persons experiencing any kind of emotional crisis, mental health or substance use concern.	No Cost	No	24/7	Phone Hotline	www.nmcrisisline.com	855-662-7474
Presbyterian Talkspace	Behavioral coaching app ages 18 and older. With Talkspace text therapy you can: <ul style="list-style-type: none"> Engage with a therapist the same day that help is needed, not weeks later Get matched to a therapist based on your unique needs Develop a one-on-one relationship with the same therapist throughout your engagement Live a happier, healthier life 	No Cost	Yes	24/7	Remote application and desktop	www.talkspace.com/php	Download on the App Store or Google play
Presbyterian Outpatient Behavioral Health Care	<ul style="list-style-type: none"> Individual and group therapy Medication evaluation Medication management Psychological testing 	Applicable Copayment	Yes	Hours vary based on provider	Presbyterian 8312 Kaseman Ct NE Albuquerque, NM 87110	www.phs.org/doctors-services/services-centers/behavioral-health	505-291-5300
Presbyterian Inpatient Behavioral Health Services	<ul style="list-style-type: none"> Acute psychiatric stabilization Diagnostic evaluation Medication management Group therapy Psychosocial evaluation Family engagement Inpatient care for child, adolescent, adult and geriatric patients 	Applicable Copayment	Yes	M-F 6am-7pm, Weekends/Holidays 3pm-5pm	Presbyterian Kaseman Hospital 8300 Constitution Blvd NE, Albuquerque NM 87110	www.phs.org/doctors-services/services-centers/behavioral-health	505-291-2560
Wellness at Work resources	<ul style="list-style-type: none"> Online portal Create personalized health improvement plans Personal Health Assessment (PHA) Biometric screening results Workshops Articles and much more! 	No Cost	No	24/7	Desktop application	www.mypres.org	Access through MyPres login
On to Better Health	Online programming for common challenges, such as trouble sleeping, feeling down, feeling tense or anxious. <ul style="list-style-type: none"> Helpful tips and videos based on your interests and needs. 	No Cost	Yes	24/7	Series of applications available remote and desktop	www.ontobetterhealth.com/php	Download on the App Store or Google play



APD Behavioral Health Services

Last updated: December 2021



Service	Eligibility	Cost	Must be enrolled in Presbyterian Insurance	Anonymous	Hours	Address	Email or Website	For Appointment
Employee Assistance Program	<ul style="list-style-type: none"> Professional counselors Employee counseling Crisis intervention Referral services. Confidential, private, covered by HIPAA.	No Cost	No	Yes	On Call 24/7 & by appointment	400 Marquette Ave NW, Albuquerque, NM 87102	Eweb/EAP	Appointment 505-768-4613
COPLINE	National law enforcement hotline manned by retired law enforcement officers. Provides peer support for crisis intervention and referrals to mental health professionals.	No Cost	No	Yes	24/7	Phone Hotline	www.copline.org	800-267-5463
NM Crisis and Access Line	A professional mental health crisis line. Masters level clinicians provide mental health services to all persons experiencing any kind of emotional crisis, mental health or substance use concern.	No Cost	No	Yes	24/7	Phone Hotline	www.nmcrisisline.com	855-662-7474
Behavioral Sciences	Provides access to psychological services, including consultation and treatment, needed by sworn and civilian personnel and their family members. Confidential, private, covered by HIPAA.	No Cost	No	Yes	On Call 24/7 & by appointment	1501 Broadway Blvd SE, Albuquerque, NM 87102	apdbdsd@cabq.gov	505-764-1600
APD Chaplain	Provide a ministry of presence, support, and counsel to members of the Albuquerque Police Department and their families.	No Cost	No	Yes	On Call 24/7	400 Roma Ave NW, Albuquerque, NM 87102	apdchaplainunit@cabq.gov	768-2131 Primary Chaplain 235-0194 Backup Chaplain 270-9124 Head Chaplain 206-0449
NM Solutions	Provides access to psychological services, including consultation and treatment, needed by sworn and civilian personnel and their family members. Confidential, private, covered by HIPAA.	No Cost	No	Yes	By Appointment	Downtown 707 Broadway NE, Ste 500, Albuquerque, NM 87102	www.newmexicosolutions.com	Downtown 505-268-0701
						Westside 2551 Coors Blvd NW, Albuquerque, NM 87120		Westside 505-833-2300
Peer Support team	Private, safe, and supportive environment for law enforcement personnel. Volunteer law enforcement and civilian personnel provide emotional support for after crisis, serious illness, or injury, resources/referrals for professional assistance.	No Cost	No	Yes	On Call 24/7	1501 Broadway Blvd SE, Albuquerque, NM 87102	apdpeersupport@cabq.gov	505-967-6587
Safe Call Now	Confidential, comprehensive, crisis referral service for all public safety employees and their family members.	No Cost	No	Yes	24/7	Phone Hotline	www.safecallnow.org	206-459-3020



APD Behavioral Health Services

Last updated: December 2021



Service	Eligibility	Cost	Must be enrolled in Presbyterian Insurance	Anonymous	Hours	Address	Email or Website	For Appointment
Presbyterian Talkspace Behavioral coaching app ages 18 and older. With Talkspace text therapy you can: <ul style="list-style-type: none"> Engage with a therapist the same day that help is needed, not weeks later Get matched to a therapist based on your unique needs Develop a one-on-one relationship with the same therapist throughout your engagement Live a happier, healthier life 	Available to employee and household family members with Presbyterian Health Plan	No Cost	Yes	Yes	24/7	Remote application and desktop	www.talkspace.com/php	Download on the App Store or Google play
Presbyterian Outpatient Behavioral Health Care <ul style="list-style-type: none"> Individual and group therapy Medication evaluation Medication management Psychological testing 	Available to employee and household family members with Presbyterian Health Plan	Applicable Copayment	Yes	Yes	Hours vary based on provider	Presbyterian 8312 Kaseman Ct NE Albuquerque, NM 87110	www.phs.org/doctors-services/services-centers/behavioral-health	505-291-5300
Presbyterian Inpatient Behavioral Health Services <ul style="list-style-type: none"> Acute psychiatric stabilization Diagnostic evaluation Medication management Group therapy Psychosocial evaluation Family engagement Inpatient care for child, adolescent, adult and geriatric patients. 	Available to employee and household family members with Presbyterian Health Plan	Applicable Copayment	Yes	Yes	M-F 6am-7pm, Weekends/ Holidays 3pm-5pm	Presbyterian Kaseman Hospital 8300 Constitution Blvd NE, Albuquerque NM 87110	www.phs.org/doctors-services/services-centers/behavioral-health	505-291-2560
Wellness at Work resources <ul style="list-style-type: none"> Online portal Create personalized health improvement plans Personal Health Assessment (PHA) Biometric screening results Workshops Articles and much more! 	Available to benefits-eligible employees, spouses and domestic partners	No Cost	Yes	Yes	24/7	Desktop application	www.mypres.org	Access through MyPres
On to Better Health <ul style="list-style-type: none"> Online programming for common challenges, such as trouble sleeping, feeling down, feeling tense or anxious. Helpful tips and videos based on your interests and needs. 	Available to employee and household family members with Presbyterian Health Plan	No Cost	Yes	Yes	24/7	Series of applications available remote and desktop	www.ontobetterhealth.com/php	Download on the App Store or Google play

Community Recreation Class/ Program Guide



**Basketball/
Open Gym**



**Fitness
Classes**



**Art
Classes**



Pickleball



**Language/
GED**



**Senior
Programs &
Meals**



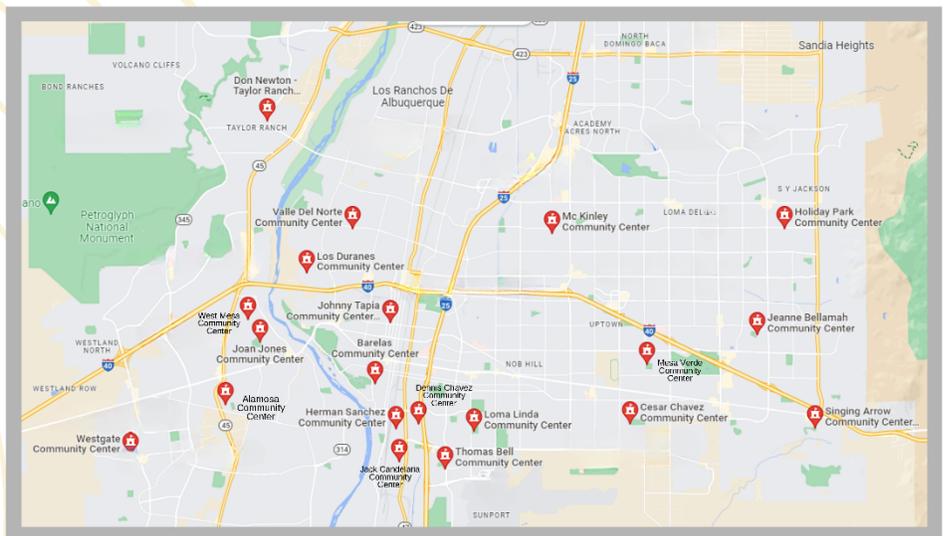
**Music
Classes**



**Youth
Programs**



**Follow us on
Facebook, Instagram
& Twitter!**



Community Recreation Community Center Guide



Alamosa
Community
Center



Barelas
Community
Center



Cesar
Chavez
Community
Center



Dennis
Chavez
Community
Center



Don Newton-
Taylor Ranch
Community
Center



Heights
Community
Center



Herman
Sanchez
Community
Center



Holiday Park
Community
Center



Jack
Candelaria
Community
Center



Jeanne
Bellamah
Community
Center



Joan Jones
Community
Center



Johnny Tapia
@ Wells Park
Community
Center



Loma Linda
Community
Center



Los Duranes
Community
Center



Mesa Verde
Community
Center



Singing
Arrow
Community
Center



McKinley
Community
Center



Thomas Bell
Community
Center



West Mesa
Community
Center



Westgate
Community
Center



Prime Instructions

Presbyterian Gym Membership Benefit for July 1, 2023-June 30, 2024

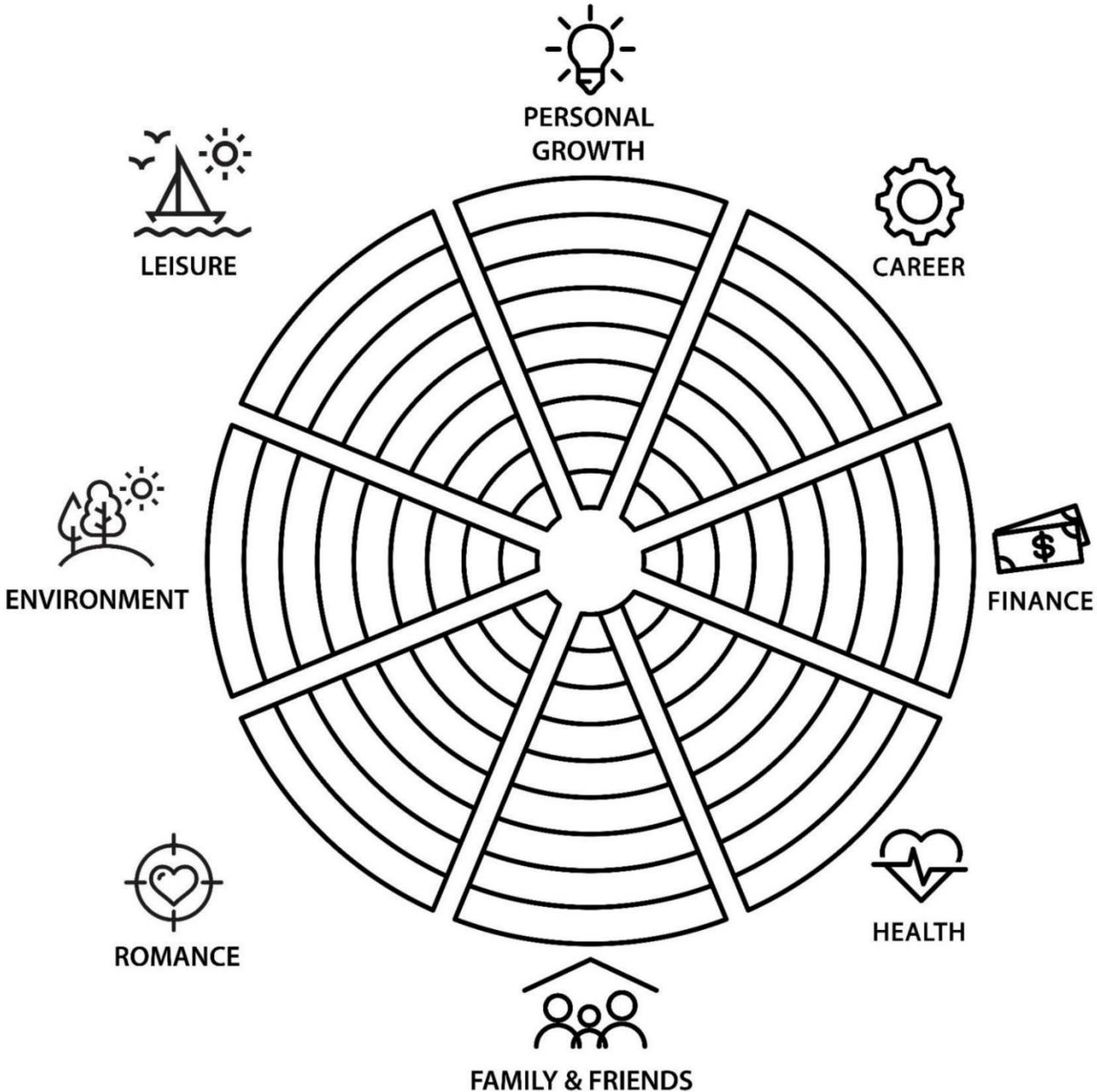
Presbyterian Gym Membership Benefit for July 1, 2023 - June 30, 2024

- New employees must enroll in Presbyterian Health Plan with Gym Membership within 31 days of employment. Enrolled dependents 18 and over receive the gym benefit when employees enroll.
- Current employees who already have the Presbyterian Gym Benefit will remain enrolled unless they make changes in Employee Self Service during benefits enrollment.
- Current employees who wish to add the Gym Benefit must select the Presbyterian Health Plan with Gym Membership through Employee Self Service during benefits enrollment. Enrolled dependents 18 and over receive the gym benefit when employees enroll.
- IRS considers gym memberships as a taxable benefit. Income tax deductions occur with each paycheck.

Find participating gyms in the ABQ Metro Area & Santa Fe here:

<https://tools.primemember.com/LocationSearch>

Wellness (Self-Care) Wheel





2024 EVENTS CALENDAR

WWW.IRUNFIT.ORG

	EVENTS	DATE
Sweetheart Run	10K, 5K, 5K Team, 10K Team, Kids K	February 4
NM Super Bowl Run	10K, 5K, Kids K	February 11
Bosque Burque Run	10K, 5K, Kids K	February 25
NM Shamrock Shuffle Run	10 Miler, 10K, 4-Miler, Kids K	March 17
Chocolate and Coffee Run	5K, Kids K	March 24
Albuquerque Half Marathon	Half Marathon, 10K, 5K, Kids K	April 6
Craving Cookies Run	5K, Kids K	April 21
Cinco de Mayo Run	10K, 5K, Kids K	April 28
Invisible Heroes Run	5K, Kids K	May 18
Viva Vino Run	5K	May 25
Polly's Run	5K, Kids K	June 1
Cherry Garcia Run	10K, 5K, Kids K	June 16
Red-White and Blue Run	10K, 4-Miler, Kids K	July 4
Lavender Run	10K, 5K, Kids K	July 14
Chunky Monkey Run	10K, 5K, Kids K	July 21
Lickety Splitz Run	10K, 5K, Kids K	July 27
Sunflower Run	10K, 5K	August 25
NM Chips and Salsa Half Marathon	Half Marathon, 10K, 5K, Kids K	September 8
TyRUNnosaurus Run	5K, Kids 1-Miler, Kids K	September 15
Sandia Mountain Shadows Trail Run	10K, 5K	October 6
La Llorona Ditch Witch Run	10K, 5K, Kids K	October 13
Great Pumpkin Chase	10K, 5K, Kids K	October 26
NM Enchantment 15K	15K, 10K, 5K, Kids K	November 2
Duke of Dough Donut Run	10K, 5K, Kids K	November 10
NM Hobbler Gobbler Thanksgiving Day Run	10K, 5K, Kids K	November 28
Kringle Jingle Run	10K, 5K, Kids K	December 7
NM Farolito "Trail of Lights" 5K	5K, Kids K	December 14



Welcome to The City of Albuquerque's Employee Learning Center

www.cabq.gov/elc

Our Mission is to continuously transform the corporate culture of the City of Albuquerque by empowering employees to be fully engaged in their work.

Training is a benefit that every employee can use and is available at our facility, your site and online to all City employees! Take advantage of this benefit today!



Programs and Training for Employees

Programs:

- ◆ The Entrepreneurial Mindset Program, EMP: 4 week program
- ◆ The Supervisory Development Program, SDP: 8 week program
- ◆ The Pre-Management Development Program, PMDP : 12 month program

Workshops:

- ◆ Communication Skills for Employees: CABQ Charm School
- ◆ Personality Type Training
- ◆ Leadership Training
- ◆ Customer Service Training
- ◆ Mindfulness Workshops
- ◆ Custom Workshops: We can design classes for you!

Mandatory Training Courses:

- ◆ Anti-Harassment and Equity Training
- ◆ Ethics Training
- ◆ Cyber Security Training
- ◆ Defensive Driver Training
- ◆ Kronos, Talent Management, PeopleSoft Training, New Employee Orientation

Services:

- ◆ Tuition Assistance for going back to school
- ◆ Career and Personal Coaching Services for moving up at the City

Call 768-3200 to get more information or to schedule training today!



My “24 for 24” List

Share your progress by using #24for2024 and tagging @gretchenrubin and @lizcraft on social media. Subscribe to the *Happier with Gretchen Rubin* podcast in your favorite podcast app.

MY WORD OF THE YEAR IS

Tired of making New Year’s resolutions? Try making a “24 for 2024” list. List twenty-four things you’d like to do by the end of the year. These items can be easy or ambitious, one-time undertakings or habits that stretch for years. There’s no one right way to make your list—just think about what you want the new year to hold. Onward!

<input type="checkbox"/>	1	
<input type="checkbox"/>	2	
<input type="checkbox"/>	3	
<input type="checkbox"/>	4	
<input type="checkbox"/>	5	
<input type="checkbox"/>	6	
<input type="checkbox"/>	7	
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<input type="checkbox"/>	21	
<input type="checkbox"/>	22	
<input type="checkbox"/>	23	
<input type="checkbox"/>	24	



Whether you're sitting or exercising, your body needs water to function properly.



HYDRATE FOR HEALTH 4-WEEK CHALLENGE

Meet the goal of 56 oz per day.

- In this challenge, you'll aim to drink seven 8-ounce glasses a day
- Track your daily water intake on the tracking sheet

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



BetterHealth

Better you.

MAINTAIN DON'T GAIN



6-WEEK CHALLENGE

- 1. Set a personal goal for the challenge.**
- 2. Each week log your weight.**
- 3. Aim to maintain weight within 2 pounds.**

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



BetterHealth

Better you.

MAINTAIN DON'T GAIN



MY **SMART** GOAL

Specific, **M**easurable, **A**ttainable, **R**ealistic, **T**ime-oriented

Example: I will walk for 30 minutes after work 5 days a week.

RECORD YOUR WEIGHT AND YOUR GAIN OR LOSS EACH WEEK.

DATE	WEIGHT	GAIN	LOSS
Pre-holiday		+	-
Week		+	-
Post-holiday		+	-
Total gain/loss results		+	-

5 TIPS TO HELP YOU NAVIGATE THE HOLIDAY SEASON:

- 1. Control portions.** Keep your portions small, especially with calorie-heavy foods like gravy, eggnog, and desserts.
- 2. Keep moving.** Do whatever you can to squeeze in 10-minute intervals of activity throughout the day.
- 3. Weigh in regularly.** Check in with the scale at least once a week.
- 4. If you don't love it, don't eat it.** Why waste calories on foods that don't knock your socks off? Use those extra calories for something you love.
- 5. Savor every bite.** Sit down, relax, and enjoy every bite of your meal. Take your time and savor the flavors, textures, and aroma of each food. Eating slowly will help you enjoy the meal and will give your brain time to receive the signal that your stomach is happily full.

SLEEP AWARENESS CHALLENGE

In this challenge, you'll track your sleep habits using the 7-day sleep diary.

Review your completed diary to see if there are any patterns or practices that are helping or hindering your sleep.



DAY 1

Start the week by making time for the sleep your mind and body needs.

Most adults need 7 to 9 hours to function properly.

DAY 2

Leave a couple of hours between eating and going to bed.

It will help you reap the maximum benefits of a good night's sleep.

DAY 3

Power down to recharge!

Blue light from screens can disrupt your circadian rhythm and affect your ability to sleep. Turn off your mobile devices before you head to bed!

DAY 4

Make your bedroom all about sleep!

A comfortable mattress, pillow and bedding will help you get a good night's sleep. Keep your room dark and use cool paint colors for the walls.

DAY 5

Create a bedtime ritual.

Make deep breathing, stretches and other relaxing exercises part of your pre-slumber ritual, to wind down and help get your mind ready for sleep.

DAY 6

Put your troubles aside and drift away.

Keep a piece of paper next to your bed and write down any worries of the day before putting your head down to sleep. You'll sleep better!

DAY 7

Remember, sleep is important for everything!



Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:

Complete in Morning

Start date: ___/___/___	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Day of week: _____	_____	_____	_____	_____	_____	_____	_____
I went to bed last night at:	PM / AM						
I got out of bed this morning at:	AM / PM						
Last night I fell asleep:							
Easily	<input type="checkbox"/>						
After some time	<input type="checkbox"/>						
With difficulty	<input type="checkbox"/>						
I woke up during the night:							
# of times							
# of minutes							
Last night I slept a total of:	Hours						
My sleep was disturbed by:							
List mental or physical factors including noise, lights, pets, allergies, temperature, discomfort, stress, etc.							
When I woke up for the day, I felt:							
Refreshed	<input type="checkbox"/>						
Somewhat refreshed	<input type="checkbox"/>						
Fatigued	<input type="checkbox"/>						
Notes:							
Record any other factors that may affect your sleep (i.e. hours of work shift, or monthly cycle for women).							

Complete at the End of Day

Day of week: _____	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
I consumed caffeinated drinks in the: (M)orning, (A)fternoon, (E)vening, (N/A)							
M / A / E / NA							
How many?							
I exercised at least 20 minutes in the: (M)orning, (A)fternoon, (E)vening, (N/A)							
Medications I took today:							
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
No	No	No	No	No	No	No	No
If Yes, for how long?							
During the day, how likely was I to doze off while performing daily activities:							
No chance, Slight chance, Moderate chance, High chance							
Throughout the day, my mood was... Very pleasant, Pleasant, Unpleasant, Very unpleasant							
Approximately 2-3 hours before going to bed, I consumed:							
Alcohol	<input type="checkbox"/>						
A heavy meal	<input type="checkbox"/>						
Caffeine	<input type="checkbox"/>						
Not applicable	<input type="checkbox"/>						
In the hour before going to sleep, my bedtime routine included:							
List activities including reading a book, using electronics, taking a bath, doing relaxation exercises, etc.							



STRIVE FOR FIVE

4-Week Nutrition Challenge

- In this challenge, you'll aim to eat at least 5 servings of fruits and vegetables each day for 4 weeks (Goal=140 servings)
- Eating more fruits and veggies can help you improve your nutrition and your overall health!
- Track your fruit and vegetable intake daily on the tracking sheet

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



STRIVE FOR FIVE 4-Week Nutrition Challenge

Track your fruit and vegetable servings intake on the daily tracking sheet:

WEEK	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL
1								
2								
3								
4								

Total Servings Fruits & Vegetables:



What's a Serving?

- 1/2 CUP** raw fruits or vegetables
- 1 MEDIUM** banana/orange/apple
- 1/4 CUP** dried fruit
- 1 CUP** raw leafy vegetables
- 1/2 CUP** cooked vegetables
- 3/4 CUP** fruit or vegetable juice (no additional sugar added)

EXERCISE DAILY 4-WEEK CHALLENGE



Physical Activity Guidelines for Adults

- Adults should move more and sit less throughout the day. Some physical activity is better than none. Adults who sit less and do any amount of moderate-to-vigorous physical activity gain some health benefits.
- For substantial health benefits, adults should do at least 150 minutes (2 hours and 30 minutes) to 300 minutes (5 hours) a week of moderate-intensity, or 75 minutes (1 hour and 15 minutes) to 150 minutes (2 hours and 30 minutes) a week of vigorous-intensity aerobic physical activity, or an equivalent combination of moderate- and vigorous-intensity aerobic activity. Preferably, aerobic activity should be spread throughout the week.
- Additional health benefits are gained by engaging in physical activity beyond the equivalent of 300 minutes (5 hours) of moderate-intensity physical activity a week.
- Adults should also do muscle-strengthening activities of moderate or greater intensity and that involve all major muscle groups on 2 or more days a week, as these activities provide additional health benefits.

MODERATE VS. VIGOROUS ACTIVITY

Moderate: Walking briskly, bicycling (10-12 mph), water aerobics, tennis

Vigorous: Hiking uphill, jogging at 6 mph, bicycling fast (14-16 mph), swimming laps, aerobic dancing

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



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EXERCISE DAILY

4-WEEK CHALLENGE

DIRECTIONS:

List a fitness goal for each day. Include time (in minutes) and the type (walking, boxing, HIIT, weights, etc.) of activity. When completed place a check mark in the circle. Examples: 15-minute run or 50-minute yoga class

DAY 1 _____	<input type="checkbox"/>	DAY 15 _____	<input type="checkbox"/>
DAY 2 _____	<input type="checkbox"/>	DAY 16 _____	<input type="checkbox"/>
DAY 3 _____	<input type="checkbox"/>	DAY 17 _____	<input type="checkbox"/>
DAY 4 _____	<input type="checkbox"/>	DAY 18 _____	<input type="checkbox"/>
DAY 5 _____	<input type="checkbox"/>	DAY 19 _____	<input type="checkbox"/>
DAY 6 _____	<input type="checkbox"/>	DAY 20 _____	<input type="checkbox"/>
DAY 7 _____	<input type="checkbox"/>	DAY 21 _____	<input type="checkbox"/>
DAY 8 _____	<input type="checkbox"/>	DAY 22 _____	<input type="checkbox"/>
DAY 9 _____	<input type="checkbox"/>	DAY 23 _____	<input type="checkbox"/>
DAY 10 _____	<input type="checkbox"/>	DAY 24 _____	<input type="checkbox"/>
DAY 11 _____	<input type="checkbox"/>	DAY 25 _____	<input type="checkbox"/>
DAY 12 _____	<input type="checkbox"/>	DAY 26 _____	<input type="checkbox"/>
DAY 13 _____	<input type="checkbox"/>	DAY 27 _____	<input type="checkbox"/>
DAY 14 _____	<input type="checkbox"/>	DAY 28 _____	<input type="checkbox"/>



Gratitude

CHALLENGE



4-Week Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



BetterHealth

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Gratitude & Giving Calendar

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<input type="checkbox"/> What 3 things are you most grateful for?	<input type="checkbox"/> Write a thank you note to someone special.	<input type="checkbox"/> Pay for a person's coffee behind you in line.	<input type="checkbox"/> Open the door for someone today.	<input type="checkbox"/> Leave a post-it-note on a mirror that says 'You are Beautiful.'	<input type="checkbox"/> Write down 3 Good Things that happened to you today.	<input type="checkbox"/> Smile at a stranger.
<input type="checkbox"/> Compliment yourself.	<input type="checkbox"/> Show thanks to your body and get active for 10 minutes.	<input type="checkbox"/> Reach out to an old friend.	<input type="checkbox"/> Compliment a stranger.	<input type="checkbox"/> Write a short message of thanks for something "negative" in your life.	<input type="checkbox"/> Take a picture of one thing, person, place or specific moment that makes you feel grateful. Share it with your social network.	<input type="checkbox"/> Write about something you feel grateful for in your life today.
<input type="checkbox"/> Enjoy the people around you. Take a moment to appreciate their unique talents, abilities and personalities.	<input type="checkbox"/> Pick one of your five senses to focus on. Take note of how many gifts come to you via that single port of entry.	<input type="checkbox"/> Stand in front of the mirror and tell yourself three things you love about yourself.	<input type="checkbox"/> Write a thank you note to the mail carrier.	<input type="checkbox"/> Give back with a random act of kindness.	<input type="checkbox"/> Say 'no' to something that is making you feel overscheduled or overwhelmed.	<input type="checkbox"/> Eat a fruit or vegetable and reflect on it's positive nourishment.
<input type="checkbox"/> Show your gratitude to someone by really listening to what they have to say.	<input type="checkbox"/> Make someone else's day easier by offering to do a chore or errand.	<input type="checkbox"/> Compliment someone on a talent, skill, or strength that you admire.	<input type="checkbox"/> Celebrate other's joys as if they were your own.	<input type="checkbox"/> Start today with a happy thought.	<input type="checkbox"/> Good sleep makes up better people. Commit to a full night's rest.	<input type="checkbox"/> Give something of yours to someone who would enjoy it, and let them know specifically why you want them to have it.
<input type="checkbox"/> Inhale 1-2-3-4-5 Exhale 1-2-3-4-5	<input type="checkbox"/> Take a moment to be honest about how you are feeling.	<input type="checkbox"/> Give a hug or handshake to make someone smile.	<p>This printable calendar is to help us all think about the things we have to be grateful for each day. Count your blessings and enjoy better health and happiness.</p>			



UNPLUG ELECTRONICS

Plug in to Your Life

HERE'S THE CHALLENGE:

Power-down for one hour each day. Choose a specific period of the day to intentionally power-down. (i.e. first hour of the day, last hour of the day, lunch, dinner, or the hours just before your kids go to bed. The specific time of the day is not important.)

One of the best ways to bring balance to any home or space is to engage with one another. Electronics often get in the way of this and unplugging from technology can help you invest time with those who matter most.

Reframe unplugging as a special time to connect – *without distraction* – with friends and loved ones, yourself, nature and your space.

DAY 1

DAY 2

DAY 3

DAY 4

DAY 5

DAY 6

DAY 7

--	--	--	--	--	--	--

Reflect on how your commitment to spending time unplugged rewarded you.

MY TIME UNPLUGGED ALLOWED ME TO:

MY TIME UNPLUGGED SHOWED ME:

MY TIME UNPLUGGED MADE ME FEEL:

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



BetterHealth

Better you.

30 DAYS OF OUTDOOR ACTIVITIES

Rewilding Challenge

1 Start a nature journal. Record your Rewilding Challenge experiences.	2 Go outside with your wildings and practice forest bathing. Just sit and listen.	3 Take off your shoes and feel the ground under your feet.	4 Lay down on the earth and focus all your energy on the sky above.	5 Take your meal outside.	6 Gather treasures in nature, like acorns, leaves, rocks, and build a mandala.	7 Lay on your belly and look down. Focus on the tiniest of details of the ground.
8 Write a nature haiku.	9 Learn new ways to get out. Ask a friend what their favorite outdoor activity is.	10 Combine stewardship & nature. Go on a litter cleanup walk.	11 Find a seed pod and examine it.	12 Lift up a rock and see what is living underneath.	13 Make a meal together and connect to your food.	14 Gather nature items from the ground and make a self portrait.
15 Prepare a warm drink and enjoy it outside together.	16 Help a neighbor by performing an outdoor chore for them.	17 Make a nature weaving with sticks, string, and some nature treasures.	18 Go birding. See how many feathered friends you can count.	19 Go outside and notice how many different trees you can find and identify.	20 Discover a new outdoor place.	21 Make a bird feeder from simple home materials.
22 Make a sound map.	23 Get your hands dirty by doing some seed starting with soil and potting.	24 Grab your gear and go for a hike or nature walk.	25 Lay a blanket down and look up at the night sky.	26 Sit next to a tree and truly contemplate its aliveness.	27 Map out a 1-mile loop.	28 Climb a tree or stand on top a large rock.
29 Grab some paper and pencil and make a tree or leaf rubbing.	30 In your nature journal, write an outdoor intention and watch it manifest!					

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



30 Day De-Clutter Challenge

<p>1</p> <p>empty one junk drawer</p>	<p>2</p> <p>purge your clothes closet</p> 	<p>3</p> <p>go through DVD/CD collection</p>	<p>4</p> <p>clean out spice drawer</p>	<p>5</p> <p>clean out fridge</p> 	<p>6</p> <p>clean off kitchen table</p> 	<p>7</p> <p>purge kitchen cabinets</p> 
<p>8</p> <p>donate old books and magazines</p> 	<p>9</p> <p>clean out your wallet</p> 	<p>10</p> <p>clean out your purse</p>	<p>11</p> <p>purge makeup drawer/bag</p>	<p>12</p> <p>clean and organize plasticware drawer</p>	<p>13</p> <p>purge bathroom cabinets</p>	<p>14</p> <p>go through old shoes</p> 
<p>15</p> <p>go through your inbox and unsubscribe</p> 	<p>16</p> <p>purge and organize linen closet</p>	<p>17</p> <p>purge medicine cabinet</p> 	<p>18</p> <p>clean out freezer</p> 	<p>19</p> <p>clear off kitchen counters</p>	<p>20</p> <p>clean out desk</p> 	<p>21</p> <p>clean out pantry</p>
<p>22</p> <p>back up photos on your phone and delete</p> 	<p>23</p> <p>get rid of extra bags and accessories</p> 	<p>24</p> <p>clean out your car</p> 	<p>25</p> <p>clean out laundry room</p> 	<p>26</p> <p>purge, donate, and organize toys</p>	<p>27</p> <p>donate old games/craft supplies</p> 	<p>28</p> <p>organize cleaning supplies</p>
<p>29</p> <p>purge your social media following lists</p> 	<p>30</p> <p>clean</p>					

Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:



OUTDOOR SCAVENGER HUNT

Explore your backyard or neighborhood and search for common outdoor objects in the list below. Mark off each item found in nature. Try to find as many as possible and have fun!

LOOK

- A flower
- A leaf
- A bird
- A bird's nest
- A spider's web
- A seed
- A patch of grass
- Something yellow
- A weed
- A butterfly
- A rock
- A large tree
- An insect
- Something with a scent
- A feather
- A twig or branch
- A patch of dirt
- A squirrel

What else do you see?

LISTEN

- A bird chirping
- The wind
- Leaves rustling

What else do you hear?

FEEL

- Sunrays
- Breeze
- Raindrops

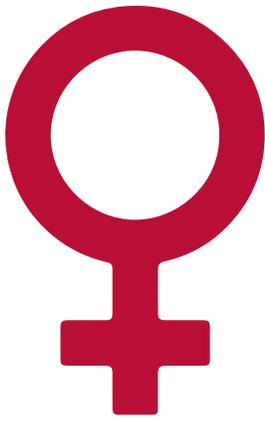
What else do you feel?

4-Week Challenge Begins: _____

BetterHealth Ambassador Program

For more information, contact:





SCHEDULE YOUR ANNUAL CHECKUP TODAY!

Preventive care is an important part of your health and well-being.

When you see your primary care provider for an annual checkup you can ask questions, get important screenings and vaccinations, and identify risks early so you can better protect your health. Schedule your annual checkup and use this checklist to help you start the conversation with your primary care provider.

Be sure to:

- Know your family and medical history, if possible, including any history of allergies.
- Write down any specific questions you may have for your doctor and bring them with you.

Use this checklist as a guide.

Recommended Female Screenings	Recommendations/Average Range
Cholesterol/lipid disorders screenings	Ages 40 to 75 years, or ages 20-40 if risk factors
– Total cholesterol	Normal: Less than 200 mg/dL
– HDL cholesterol “Good” cholesterol	Normal: 40-60 mg/dL
– LDL cholesterol “Bad” cholesterol	Normal: Less than 100 mg/dL Note: High-risk individuals should discuss their goals with their doctor
– Triglycerides	Normal: Less than 150 mg/dL
Cervical cancer screening	Ages 21+, Pap test every 3 years Ages 30-65, HPV and Pap test every 5 years or a Pap test alone every 3 years
Chlamydia	Sexually active women ages 24 and under, and older women at risk. Or as recommended by your doctor
Breast cancer screening	Ages 40+ every 1-2 years
Osteoporosis (bone density)	Ages 65+, or under age 65 if risk factors
Colorectal cancer screening	Begin screening at age 50
HIV screening and counseling	Sexually active women, annually

Recommended Immunizations

Influenza vaccination	All adults, annually
Tetanus vaccination	Tetanus/diphtheria (TD) every 10 years; Tdap (for adult pertussis prevention) given once, ages 11 and older

Diabetes Screening

Diabetes screening (glucose)	Desirable range: Fasting blood sugar (glucose) less than 100 mg/dL
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It is recommended that you follow a preventive care plan as outlined by your physician. The above information is provided to you for education purposes only, and is not intended to provide or be a substitute to medical advice. The adult well examination should incorporate evidence-based guidance toward the promotion of optimal health and well-being, including screening tests shown to improve health outcomes.

Plan and calendar your adult well examination below:

Name of Clinic and Practitioner (please print)

Anticipated Annual Well Exam Date MM/DD/2022

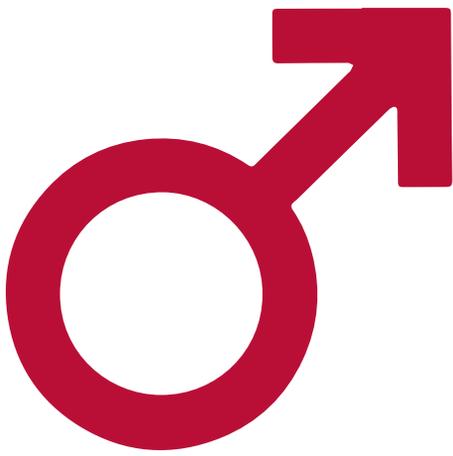
Name

Employer

Email

Submit completed form to your BetterHealth Ambassador.





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When you see your primary care provider for an annual checkup you can ask questions, get important screenings and vaccinations, and identify risks early so you can better protect your health. Schedule your annual checkup and use this checklist to help you start the conversation with your primary care provider.

Be sure to:

- Know your family and medical history, if possible, including any history of allergies.
- Write down any specific questions you may have for your doctor and bring them with you.
- Decide with your doctor which tests are right for you based on your age, gender and risk factors.

Use this checklist as a guide.

Recommended Male Screenings	Recommendations/ Average Range
Cholesterol/lipid disorders screenings	Ages 40 to 75 years, or ages 20-40 if risk factors
– Total cholesterol	Normal: Less than 200 mg/dL
– HDL cholesterol “Good” cholesterol	Normal: 40-60 mg/dL
– LDL cholesterol “Bad” cholesterol	Normal: Less than 100 mg/dL Note: High-risk individuals should discuss their goals with their doctor
– Triglycerides	Normal: Less than 150 mg/dL
Prostate screening (PSA)	Ages 50+, or age 40 if risk factors - discuss the benefits and risks of this screening with your doctor
Colorectal cancer screening	Begin screening at age 50
HIV screening and counseling	Sexually active men, annually

Recommended Immunizations

Influenza vaccination	All adults, annually
Tetanus vaccination	Tetanus/diphtheria (TD) every 10 years; Tdap (for adult pertussis prevention) given once, ages 11 and older

Diabetes Screening

Diabetes screening (glucose)	Desirable range: Fasting blood sugar (glucose) less than 100 mg/dL
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