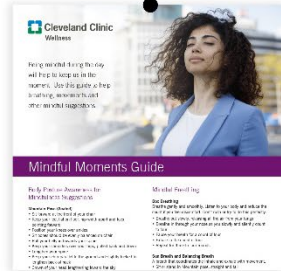


Employee Wellness Information



Cleveland Clinic Wellness

Here we wish to ring the holiday bells by being an active member. Use this guide to help bring the wellness back into your holiday celebrations.

Mindful Moments Guide

**By Dr. Patricia Johnson, MD, PhD
Mindfulness Therapist**

What are the benefits of Mindfulness?

- Reduces stress and anxiety
- Improves focus and concentration
- Enhances emotional regulation
- Promotes better sleep
- Increases self-awareness
- Improves relationships
- Boosts overall well-being

How to Practice Mindfulness:

- 1. Find a quiet space.
- 2. Sit or lie down comfortably.
- 3. Focus on your breath.
- 4. Notice thoughts and feelings without judgment.
- 5. Return your focus to your breath when you get distracted.
- 6. Practice for 5-10 minutes daily.

Additional Resources:

- Mindfulness App: [Cleveland Clinic Mindfulness](#)
- Mindfulness Workshops: [Cleveland Clinic Mindfulness Workshops](#)



Cleveland Clinic

Staying Active for Life: The Benefits of Life-long Movement

Speaker: Henry Gilbert MS, NBC-HWC, CSCS

Location: Attend virtually at <https://www.clevelandclinic.com/wellness-connection-1>

Date and Time: Wednesday, Nov. 20, 2024 | room to 12:30 p.m.

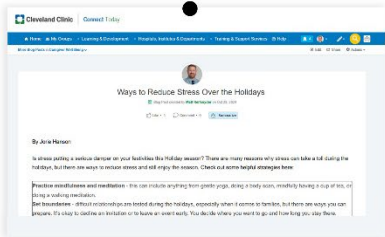
Objectives:

1. Review the benefits of different types of activity and exercise.
2. Explain how to choose what is best for you.
3. Discuss the importance of being consistent.

All caregivers are welcome to attend this presentation.

Don't forget to breathe deeply today!

Your health & safety matter!



Cleveland Clinic | **Connect Today**

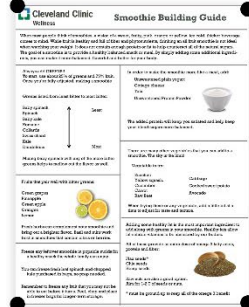
Ways to Reduce Stress Over the Holidays

By Dr. Arin Hanson

Is stress getting a serious dent in your holidays this holiday season? There are many reasons why stress can take a toll during the holidays, but there are ways to reduce stress and still enjoy the season. Check out some helpful strategies here:

Practice mindfulness and meditation: This can include anything from guided yoga, doing a body scan, mindfully having a cup of tea, or being a walking meditation.

Get outdoors: Without responsibilities booked during the holiday, especially when it comes to travel, do them now so you can relax. It's okay to decline an invitation to be home or even early. You decide where you want to go and how long you stay there.



Cleveland Clinic Wellness

Smoothie Building Guide

When you're looking for a healthy and delicious snack, a smoothie is a great option. It's easy to make and can be customized to your taste. Here are some tips to help you build a healthy smoothie.

Ingredients:

- Base:** Unsweetened almond milk, coconut water, or water.
- Protein:** Greek yogurt, protein powder, or silken tofu.
- Fruit:** Frozen berries, banana, mango, or pineapple.
- Vegetables:** Spinach, kale, or avocado.
- Flavor:** Vanilla, cinnamon, or lemon juice.

Instructions:

1. Add the base to a blender.
2. Add the protein.
3. Add the fruit and vegetables.
4. Add the flavor.
5. Blend until smooth.



Cleveland Clinic Caregiver Office

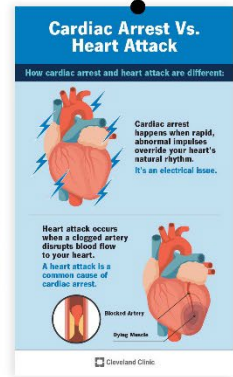
Join the Wellness Champion Team!

Do you:

- Want to be a role model for others?
- Like to be a part of something bigger?
- Want to make a positive impact on the lives of others?

Then Cleveland Wellness needs you!

Registration: <https://www.clevelandclinic.com/wellness-connection-1>



Cardiac Arrest Vs. Heart Attack

How cardiac arrest and heart attack are different:

Cardiac arrest happens when rapid, abnormal impulses override your heart's natural rhythm. It's an electrical issue.

Heart attack occurs when a clogged artery disrupts blood flow to your heart. A heart attack is a common cause of cardiac arrest.

Blocked Artery

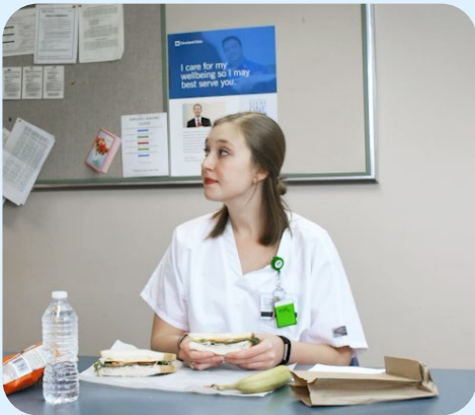
Flying Aneurysm

Cleveland Clinic

Creating a Wellness Bulletin Board

Purpose: Create awareness for health and wellness while providing information and resources for worksite wellness programs and caregiver events.

The Set-Up



Use permanent bulletin boards located throughout caregiver areas (e.g., lunch rooms, break rooms, and announcement locations). If possible, place near copy machine.

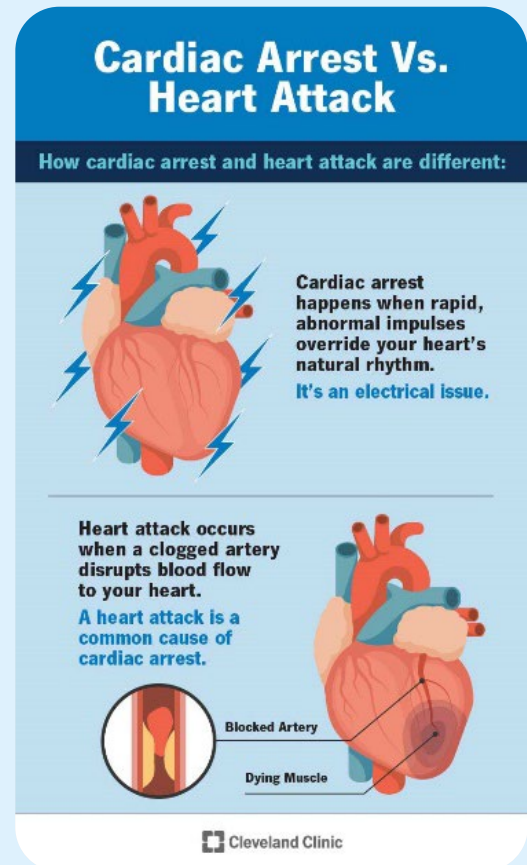
- **Header** (for example, Caregiver Wellness Information, Healthy Benefits)
- **Contact information** for questions and further resources
- Recommend that each board have a **white or colored paper background**, with a **laminated or other protective border** around the edges. A good approximate board size is **27" x 22"**.

Potential Board Contents

Health Tip of the Month:

- Upcoming Wellness Event
- Recipe of the Month
- Stress Thoughts
- Health Concern of the Month
- Simple messages
 - Short statements to highlight pertinent information
 - Examples: "Your health & safety matter", or "Have you seen your doctor lately?" or "Don't forget to breathe deeply today!"

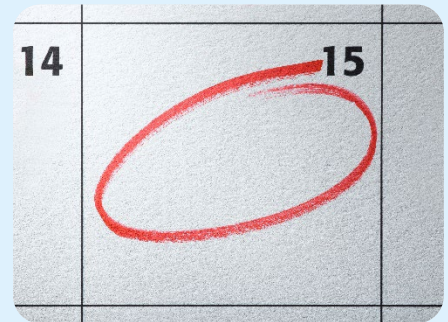
Don't forget to breathe deeply today!



Category Information

Health Tip of the Month:

- Find an article about a major health concern (listed at the end of this kit).
- Pertinent articles can be found on the internet (search by topic or issue), newspapers, health-related magazines and publications.
- Choose topics that you feel or know are of interest to your caregivers. Or, use regional Health Screening Questionnaire (HSQ) group data.



Upcoming Wellness Events:

- Create a flyer or announcement for any event for that month or quarter that is wellness related and is being offered at the workplace or in the community.
- Be sure to include what it is, where it will be held, date, time and contact information (especially if there is a request for RSVP).

Cleveland Clinic

Deskercise: Desk-based Movement Strategies
Speaker: Drew Schwartz, DC
Location: Attend virtually at [ccemployeewellness.com/wellness-insider](https://my.clevelandclinic.org/wellness-insider)
Date and Time: Wednesday, Oct. 2, 2024 | noon to 1 p.m.

Objectives:

1. Convey the importance of movement at our desk.
2. Provide movement options for desk use.
3. Provide exercises geared toward desk workers to address muscle imbalances.

All caregivers are welcome to attend this presentation.

Recipe of the Month:



- Post healthy recipes by using Cleveland Clinic Health Essentials. Visit <https://my.clevelandclinic.org/health/articles>.
- Choose recipes that are fairly simple and short, timely and seasonal (for example, a fruit salad in summer months).

Stress Thoughts:

- Post information on stress management, stress coping and stress reducing tools. Visit <https://my.clevelandclinic.org/health/articles> for materials.
- Keep in mind the current needs of caregivers.



Potential Bulletin Board Health Topics

These topics can all be used as Bulletin Board topics, worksite wellness campaigns and speaker topics for brown bag lunches, and/or caregiver education. As much as possible, the goals are to increase caregiver awareness and provide resources for caregiver follow-up. All postings are customized to your workplace.

Worksite Wellness Basics:

- Being a member on the Wellness Committee
- Goals & themes of the Worksite Wellness program

 **Join the Wellness Champion Team!**



Do you:

- Have a passion for well being?
- Enjoy supporting and inspiring others?
- Like to be informed about the latest wellness resources and events?
- Want to make a positive impact on the lives of fellow caregivers?

Then Employee Wellness wants you!



To sign up or for more information go to ccemployeewellness.com/wellness-champions or email wellness@ccf.org



Stress Management:

- Massage, Yoga, & Tai Chi
- Laughing
- Breathing Techniques
- Depression — recognizing symptoms
- Safety & Ergonomics
- Vitality & Longevity — Longevity Game
- Planning for Retirement
- Identify Theft

Health Concerns:

- Arthritis
- Diabetes
- Sleep Disorders
- Obesity
- Alternative Medicine — Acupuncture, Osteopathy
- Colds & Flu - Practice Good Hygiene; Worksite Flu Shot Program
- Skin Cancer & Sunscreen
- Tobacco Use
- Alcohol Abuse
- Strokes & Heart Attacks — recognizing symptoms
- Low Back Pain — correct lifting techniques

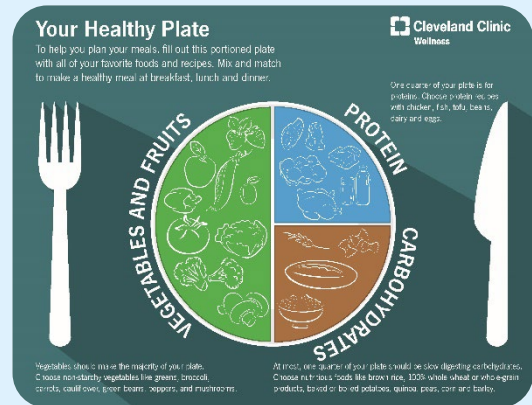
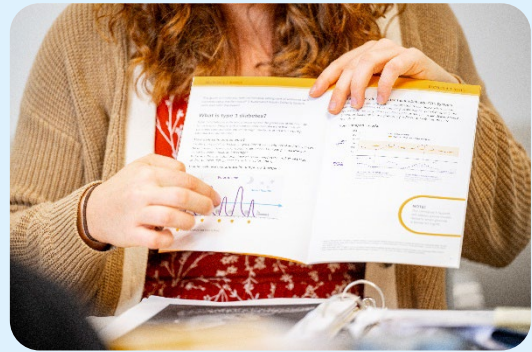


Fitness & Movement:

- Stretching & Flexibility — Stretching Guide
- Activity Pyramid — the recommended guidelines
- Fitness Activity Lists
- Target Heart Rate / Resting Heart Rate
- Body Mass Index
- Hip / Waist Ratio
- Body Fat Composition
- Talk Test
- Borg Scale/ Perceived Exertion
- Metabolism & Basic Metabolic Rate

Weight Management:

- Tips
- Diet vs. Eating Plan
- Nutrition
- Healthy Eating
- Food Guide Pyramid - www.mypyramid.gov
- Vending Machines & Healthy Snacks
- Portion Control & Serving Sizes
- Reading Food Labels
- Exotic Fruit Lists
- Fiber in your Diet
- Drinking Water



Sample diagram for a Wellness Bulletin Board Layout

HEADER	
HEALTH TIP OF THE MONTH	UPCOMING WELLNESS EVENTS
SIMPLE MESSAGE	HEALTH CONCERNS YOU NEED TO KNOW ABOUT
STRESS THOUGHTS	SIMPLE MESSAGE
RECIPE OF THE MONTH	CONTACT INFORMATION
OUTSIDE BORDER	