



# LIVE *well* FARM *well* Planning Guide

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*Look after your health the way you look after your crops*

This is an interactive tool. Access to this guide and resources can be found on the [Growcom website](#).



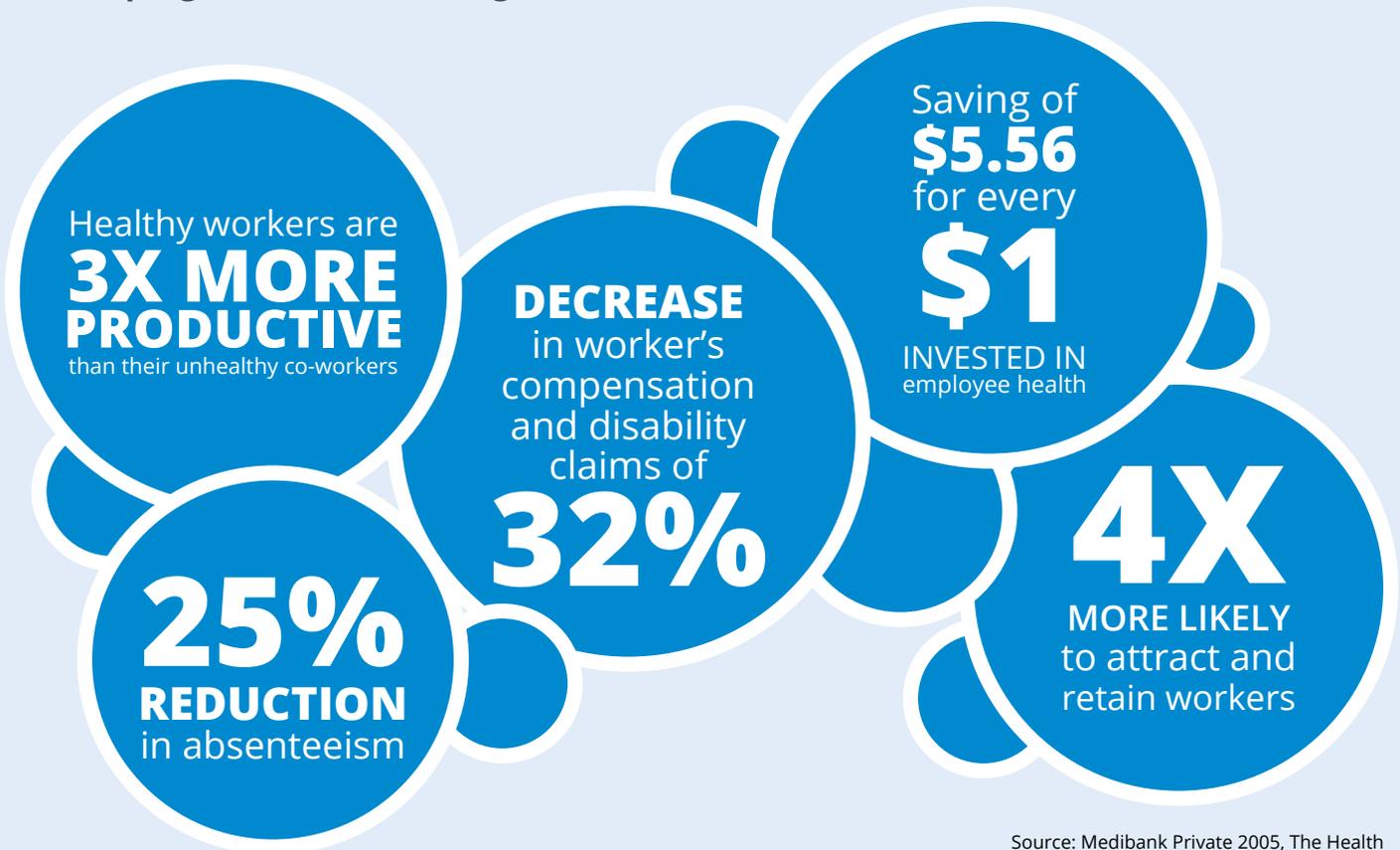
# Welcome

Workplace health and wellbeing programs are designed to help workers to improve their wellbeing and support them in adopting healthier lifestyles. Workplace health is not just about health education and building personal skills, it's about fostering healthy workplace policies and creating supportive environments.

Whether your farm is wanting to begin a workplace health and wellbeing program or is looking to build on an existing program, this guide will provide you with a range of information and tools to assist.

## The benefits

Workplace health and wellbeing programs are no longer just a 'nice to have'. These programs can have tangible benefits such as:



Source: Medibank Private 2005, The Health of Australia's Workforce, Medibank Private.

"I would definitely recommend the Live Well Farm Well program to other farmers. Not just because of the benefit I got for myself, but also because of the great benefits for the staff and the farm."

*Steven Lizzio (Liverpool River Bananas), one of the first partners to join the Live Well Farm Well project.*

Click on the video to hear from Steven.





## Step 1: Gain support from management

From a management perspective, a workplace health and wellbeing program makes good sense in terms of productivity and profitability.

### Tips for gaining support from management:

**Find out why health and wellbeing is important for your farm**

Do you want the program to help you:

- ✓ increase productivity?
- ✓ become a workplace of choice?
- ✓ improve worker engagement?
- ✓ improve the workplace culture?
- ✓ improve safety outcomes?

**Identify how your farm might support health**

Are there activities or facilities in the workplace that already support worker health and wellbeing?  
You can use the [Healthy Farms Scan](#) to assist.

**Identify a champion to promote the program**

Management needs to do more than just endorse the program - managers need to be active and visible participants who 'walk the talk'. Therefore consider who might be the health and wellbeing champion at your farm.

"A healthy workplace is a productive workplace - that's why we're committed to creating a better place to work."

*Jade Buchannan (LMB Farms), one of the first partners to join the Live Well Farm Well project.*

Click on the video to hear from Jade.





## Step 2: Plant the seed with your workers

### Identify the people you need to be involved

Start planning who can assist with the program. Consider:

- team supervisor – or the likely person to lead and oversee the program.
- interested workers. These workers will be useful at identifying and suggesting ideas for activities, getting activities up and running, and for encouraging other workers to get involved.

### Consider who else can help

You don't have to run the program on your own. You may want to consider if any external providers might be able to assist. Consider:

- the local council
- local health services
- local allied health professionals (e.g. dietitian or exercise physiologist)
- other health providers (i.e. gym or community sports centre).

Note: using an external provider is also useful in ensuring the privacy and confidentiality of the health data of your workers.

### Consider how you will tell everyone about the program and keep them updated

Ideas include:

- ✓ pre-start meetings
- ✓ meal breaks
- ✓ SMS
- ✓ email
- ✓ posters
- ✓ newsletter
- ✓ noticeboards
- ✓ payslips
- ✓ induction pack.

Talk regularly about health and wellbeing at your farm.



Successful programs are those that address the needs of the workers and the farm.

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## Step 3: Identify your health and wellbeing needs

**Ask management**

- What are the noticeable health issues at the farm?
- Is smoking an issue?
  - Are workers not drinking enough water throughout the day?
  - Are workers turning up to work tired or hungover?
  - Are mental health issues increasing?
  - Are the number of injuries increasing?

**Ask workers**

- What are the top three issues workers would like to change?
- quit smoking
  - eating too much junk food and not enough fruit and vegetables
  - drinking too much alcohol
  - not exercising enough
  - being overweight
  - other (e.g. balancing work-life, stress, sleep).

**Are the health issues the same for each sub-group?**

- management
- permanent employees
- backpackers
- seasonal staff.

Encourage as many workers as possible to be involved in the needs assessment process. This will create interest and ownership of the program.

Encourage your workers to complete the free type 2 diabetes risk assessment. This tool can be accessed online or as a hard copy brochure at [diabetesqld.org.au](http://diabetesqld.org.au)

The results will inform workers if they are at moderate or high risk of developing type 2 diabetes over a five year period. This information may help to prevent or delay the onset of type 2 diabetes.

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Your program doesn't have to be costly, but it needs dedicated time and effort.

## Step 4: Plan what you will do

### Draft your action plan

Your action plan will outline all of the activities that you want to do as part of your health and wellbeing program. It should outline *what* you are going to do, *when* you are going to do it, and *who* will make it happen.

Suggestions of activities that might work at your farm include:

- a healthy cooking demo
- a come and try exercise class
- a quit smoking program or policy
- offering healthy options at your staff BBQ.

Consider your target audience. Would you run the same program for each of the following groups, or would you target different activities for the different groups?

- management
- permanent employees
- backpackers
- seasonal staff.

See the [Action Plan Template](#) for an example action plan.

### Promote the health and wellbeing program

- Let everyone know about the program and all of the planned activities. Promote your program via noticeboards, staff gatherings and signs on the back of toilet doors
- Regularly provide updates to workers
- Ask workers for feedback and suggestions about the program
- Keep workers interested – consider competitions, incentives and prizes for workers to participate.



Look to see the impact you've had. Have there been changes in:

- ✓ Productivity?
- ✓ Worker engagement?
- ✓ Absenteeism?
- ✓ Injury rates?
- ✓ Worker's compensation costs?

## Step 5: Check it worked

**Check if your program is working and where improvements can be made**

- ✓ Regularly ask workers for feedback and where improvements can be made
- ✓ Ask workers if they have noticed health improvements as a result
- ✓ Ask workers how they felt about the program.

**Consider the following measures to help you evaluate your program**

1. Participation - participation numbers, who participated, who didn't and why?
  2. Satisfaction - was it well received by participants, if not, why not?
  3. Activities - were all planned activities delivered, if not, why not?
  4. Knowledge - were there changes in worker's knowledge of health risk factors such as physical inactivity?
  5. Health behaviour - were there changes in worker's behaviour such as increases in fruit and vegetable intake?
  6. Environment - were there changes to the working environment such as no-smoking areas now exist?
- See the [Action Plan Template](#) for evaluation ideas.

**Report back**

Report back on the findings and share these with workers and management.

Remember to regularly share good news stories and celebrate your successes!

# Steps for ensuring success

Often, despite the best intentions, programs can fade out after time. Try some of these suggestions to help you keep your health and wellbeing program thriving.

## Create a policy

This will outline the farm's commitment for improving worker health and wellbeing.

- use the [Health and Wellbeing Policy template](#)
- alternatively, you can link health and wellbeing messages into your health and safety systems and policies.

## Revisit your needs assessment

Revisit your [Healthy Farms Scan](#) to see the progress you've made. There are also additional tools and support to help you to identify the health needs and interests of your workers.

- use the [Discussion Guide for Small Groups](#)
- use the [Healthy People Survey](#).

## Make the healthy choice the easy choice

Workplace health promotion is not just about health education and building personal skills. It's about fostering health workplace policies and creating supportive environments. You could:

- go smoke-free. See the [Smoke-free Workplace Resources](#)
- develop healthy food and drink guidelines. See the [Healthy Choice Catering Guidelines](#).

## Regularly update workers on the program to increase participation

Keep workers informed and updated on the program to increase program participation. Consider:

- adding health and wellbeing as a regular discussion topic at team gatherings
- instead of a 'Safety Share', have a 'Health Share'
- start a healthy notice board for your workers.

## Celebrate success

Share the findings of activities and the program overall with workers and management.

- consider a worker encouragement award – for workers or teams that champion health and wellbeing at your farm
- celebrate your successes on your social media page.

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Live Well Farm Well was a pilot project that worked to reduce the high rates of chronic disease in North Queensland.

This planning guide has been created specifically for farming workplaces based on the learnings from the Live Well Farm Well pilot. The guide is a modified version of the Work Health Planning Guide. Visit the [Workplace Health and Safety Queensland](#) website for additional tools and resources that support this resource.

The Live Well Farm Well pilot team worked in partnership with government agencies, health organisations, industry leaders, farmers and workplaces.

Key partners included:

- [Diabetes Queensland](#)
- [Growcom](#)
- [Workplace Health and Safety Queensland \(WHSQ\)](#)
- [Healthier.Happier.Workplaces](#)

Go to [www.growcom.com.au](http://www.growcom.com.au) for more information

Diabetes Queensland and Growcom developed the *Live Well Farm Well Planning Guide* in partnership with Workplace Health and Safety Queensland as part of the State Government funded Healthier. Happier. Workplaces initiative.

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