

## SELECTING A SERVICE PROVIDER

Healthier Workplace WA is here to support you to plan, implement and evaluate your workplace health and wellbeing program. However, when implementing your program, you may need specialist support to deliver education sessions or participation activities, such as exercise classes and cooking demonstrations.

If you are looking to select a commercial service provider, here are some questions to consider:

- » Are they a member of a relevant peak body, such as *Dieticians Association of Australia*?
- » Do they have professional indemnity or liability insurance?
- » Do personnel have relevant and valid qualifications e.g. are they an accredited dietitian or exercise physiologist?
- » Are their services evidence-based?
- » Have they delivered similar workplace health programs in the past?
- » Do they have any client testimonials or a referee you can contact?
- » Do they have a comprehensive privacy policy for collection and use of personal health information? Their policy can often be accessed on the organisation's website.
- » Does the service represent value for money? Always compare prices, sourcing two or three quotes.

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**Your workplace environment can unknowingly enable unhealthy behaviours. For example if enlisting a dietitian to deliver a healthy cooking demo, make sure the message is consistent by also providing healthy catering at work events.**

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### ***Free programs and resources***

Before paying for a commercial service provider, consider one of the free programs that are available as part of Healthier Workplace WA.

1. Healthier Workplace WA has a variety of resources you can use in your workplace, including our:
  - Online *Workplace Health Check* to find out how healthy your workplace is. The results are emailed directly to you and will help you decide what actions to put in your action plan.
  - Point of decision *posters*
  - *Health Works Newsletter templates* and *toolbox videos*.
2. The *Get on Track Challenge* is an online, team-based challenge that uses fun and friendly competition to encourage workers to make healthier choices around physical activity and nutrition.
3. *Healthy Choices Healthy Futures (HCHF)* provides free advice, support and recommendations to improve workplace catering, vending machines and onsite cafes, canteens or kiosks. The HCHF team can also help with food and drink policy development and other nutrition-related queries in the workplace.
4. *My Healthy Balance* is a free online, educational healthy lifestyle program that encourages healthy eating,

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physical activity and mental health. My Healthy Balance is a great way for workers to learn about healthy lifestyles by completing seven weekly online sessions.

5. [Your Move](#) helps workplaces promote active and sustainable travel choices (walking, cycling and public transport) for journeys to and from work, and for journeys during work hours. Resources are also provided to develop an active [travel plan](#) for your workplace.
6. [Alcohol. Think Again](#) provides free information, resources and specialist workplace support and advice on alcohol-related issues.
7. The [Heart Foundation](#) offers free participation in its [walking group](#) program.
8. [LiveLighter](#) is a program developed in Western Australia which aims to encourage Australian adults to lead healthier lifestyles - to make changes to what they eat and drink, and to be more active.
9. [Make Smoking History](#) assists smokers to quit by providing them with information and resources to help plan their quit attempt.

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**These programs can offer free posters, brochures, recipes, wallet cards and factsheets, all readily available for you to order or download.**

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### **Low cost options**

Not for profit organisations such as [Diabetes WA](#) and [Cancer Council WA](#) can provide education sessions, cooking demonstrations, competitions and risk assessments addressing physical activity, healthy eating, smoking and alcohol at competitive prices.

### **Other things to consider**

You can easily promote your program in-house. Gain the support of senior managers and ask them to promote the program at staff or toolbox meetings. This sends a strong message to your workers that the organisation is serious about creating a healthier workplace. For some ideas on promoting your program, see our [Engaging staff factsheet](#).

Information on the free programs and all factsheets mentioned in this resource can be found at [www.healthierworkplacewa.com.au](http://www.healthierworkplacewa.com.au).

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**If you are using fee for service providers it can often be difficult to select from the many services they are offering. You may not be sure what to focus on or how it best fits with what you are trying to achieve. HWWA can offer guidance to make sure you are picking services that will give you the best return on your investment. Contact us at [hwwa@cancerwa.asn.au](mailto:hwwa@cancerwa.asn.au) for more support and advice.**

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