INTENTIONAL ORGANIZATIONAL WELLBEING EFFORTS ASSESSMENT TOOL

Updated June 2020

Wellbeing Activities	Not in Place	In Progress	Implemented
OVERARCHING ACTIVITIES			
Wellbeing of self and others is tied to organizational mission/vision			
Utilize an ecological approach (e.g., interactions among the individual, family, organization, community, and social systems) to understand the ways dynamic systems impact wellbeing			
Data collection uses latest best practices for non-stigmatizing and inclusive language & methodologies around wellbeing			
Wellbeing is a permanent component of strategic planning			
All programming is expected to have wellbeing considerations			
Employee and student on-boarding, training, and professional development includes wellbeing content			
Leadership development includes programming designed to develop the wellbeing skills of potential leaders, and recognize the influence of organizational development, leadership, and culture on wellbeing			
A qualified staff person will apply relevant theories and models to explain and showcase the integrated aspects of wellbeing in programming			
Wellbeing staff are positioned within the organization as a decision-maker with access to students, employees, and faculty			
The organization has a Wellbeing Committee comprised of students, staff, resident/intern, and faculty representation			
Organizational climate around wellbeing is regularly assessed with adjustments being made to move toward constant improvement			
Establish collaborative relationships within and across key stakeholders and interdisciplinary teams to promote sustainable health and wellness practices that meet long-term individual, organizational, and community goals			
Other clearly defined overarching efforts:			

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Wellbeing Activities	Not in Place	In Progress	Implemented
PARTICIPATION BARRIER SCANS			
Assessment of organizational membership, member underrepresentation, and participation in wellbeing activities			
Examination of barriers to improving wellbeing when it comes to access to professional development opportunities, child care, financial literacy, mental health supports, learning disabilities, etc.			
Selection methodology for participation on organizational committees/task forces considers workload and role-modeling/championing wellbeing			
Selection methodology for leadership training/selection considers positive wellbeing role modeling of potential participants/candidates			
Other activities to address participation barriers:			
NEW PROGRAMMING/INITIATIVE ASSESSMENT			
Utilize participatory, humanistic, and strengths-based processes to design programs that meet the objectives and outcomes established by key stakeholders			
Use quantitative and qualitative data to continually evaluate the quality and effectiveness of programs in meeting established objectives and outcomes			
How might a wellbeing-related element be infused into any proposed program/initiative?			
Provide evidence-based information appropriate to developmental level, health literacy level, learning needs, learning readiness, and cultural values and beliefs			
Use available media and technologies to appropriately support and manage wellbeing programs, recognizing that different populations may need different tools or modalities			
Other activities:			
CONFERENCES & SYMPOSIA			
Are conferences being held in locations with major conflicts in regard to wellbeing-related issues? Do mechanisms exist to avoid this?			
Does conference programming create opportunities for speakers and panels to discuss wellbeing-related topics?			
Are processes in place to review proposed wellbeing speakers on recommended expertise guidelines? (Avoiding life coaches, etc)			
Do conference services consider wellbeing-related issues when providing food or alcohol?			
Other considerations:			

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Wellbeing Activities	Not in Place	In Progress	Implemented
COMMUNICATION, PUBLICATIONS & IMAGES			
Prepared comments reference the importance of wellbeing whenever appropriate			
Does the organization communications guide include evidence- based guidance related to wellbeing and know what the respected, evidence-based wellbeing outlets are?			
Is there a standardized process for publication review related to wellbeing topics?			
Do images reflect existing and aspirational organizational and professional goals around wellbeing?			
Does the collection of available stock photos include inclusive images of diverse people engaging in wellbeing efforts?			
Adopt person-centered communication practices, recognizing the influence of personal and cultural values and beliefs in the communicative process and taking into consideration factors such as age, socioeconomic status, spiritual beliefs, and health literacy			
Other activities:			
CRISIS COMMUNICATIONS			
Wellbeing-related responses should be mission focused, evidence- based, and compassionately professional, soliciting feedback when appropriate			
In the context of communicating after a suicide, refer to the communication toolkit from the AVMA and The American Foundation for Suicide Prevention			
Outline plan to address and support individual and collective wellbeing during crisis situations			
Other activities:			

CITATION

Peterson, M. (2021). *AAVMC Wellbeing Assessment Tool. Wellbeing.*
https://www.aavmc.org/programs/wellbeing/