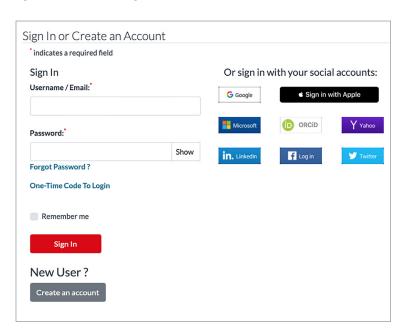


A Step-by-Step Guide to Complete the Well-being Works Better™Scorecard

STEP 1:

Familiarize yourself with the Scorecard and the process to complete (Estimated time: 30 minutes)

Create a Well-being Works Better Scorecard account. https://scorecard.heart.org/
Download and review the Workforce Well-being Scorecard questions and FAQs.
Identify representatives from Human Resources, Benefits, Finance and other leaders to collaborate with to complete the Scorecard.



STEP 2:

Complete Each Section of the Scorecard (Estimated time: 90 minutes)

] Work with stakeholders in the	know	to coll	lect
the information.			

Bonus: Find resources relevant to some questions throughout the Scorecard.

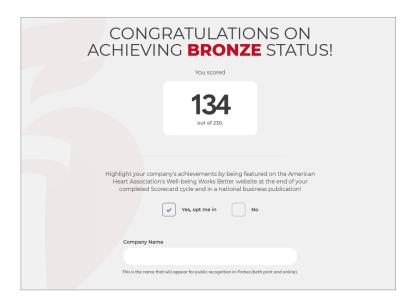
Note: The demographic section is voluntary and not scored.

General Policy				
11. Have written policies or guidelines in the following areas?				
Resource: Sample HR Policies				
Score: 1 of 4				
Check all that apply.				
Occupational health and safety				
Drug / alcohol free workplace				
Workplace harassment				
Flexible working schedule				

STEP 3:

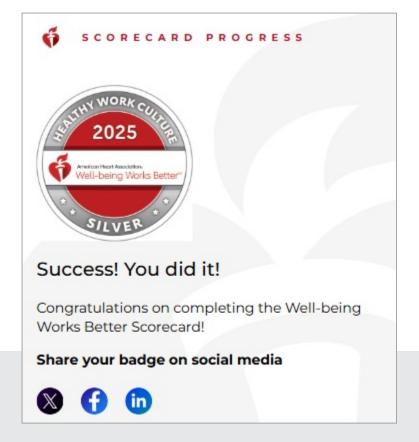
Finalize and Submit the Scorecard

Review the completed Scorecard for accuracy and completeness.
 Submit the Scorecard by April 30 or October 31 for recognition in 2025.
 Be sure to opt in for public recognition with placement in a national business publication.



STEP 4:

Showcase Your Success
Download the recognition toolkit.
Use the social sharing feature to highlight your recognition badge.
Download the benchmark report and share with your leadership.
Discuss how you can further your impact in creating a culture of health and well-being



Scorecard questions:

Reach out to workforce@heart.org or 1-800-616-7828

Learn more: www.wellbeingworksbetter.org/scorecard