

Time Well Spent

How to Get Started



Follow these steps to begin building a culture of health.

Time Well Spent is your turnkey, online health and wellness communications campaign that's now a part of **360° Health®**. Better still, as a valued BCBSGA employer, Time Well Spent is available to you at no additional cost.

And it's easy. **Time Well Spent** tools and resources are right at your fingertips, ready to help you build a culture of health in your workplace.

- 1) Go to www.bcbsga.com/timewellspent
- 2) Choose a health topic from one of our many health modules available on the right hand side of the webpage
- 3) Consult the sample calendar of health topics to help you choose the materials to use for timely health topics throughout the year
- 4) Print off the PDF or Word documents you want to use or place an order for professional printing at FedEx Kinko's through the Doc Store directly on the site

You'll get the benefit of our corporate discount. You can charge the order to your Fed Ex Kinko's Corporate Charge Account or just enter your credit card information.

Some ideas to help you get started:

- Choose posters to put up in your breakroom areas or other employee gathering places.
- Download articles and use them as handouts to employees, or copy and paste the content into your own newsletter.
- Attach the articles to an email to employees to encourage healthier living.
- Include the payroll stuffers in paychecks or other mailings to employees, or give them out at a company health fair or other upcoming company event.
- Sign up for our bi-monthly *Email Alerts* when you visit the Time Well Spent web site. You'll receive reminders and tips about how to use the **Time Well Spent** resources throughout the year to build a culture of health right in your workplace.



Sample Calendar of Health Topics

January	February
Help associates stay cold and flu-free this winter. Use the Cold & Flu module.	It's American Heart Month. Use the Heart Health module.
March	April
Remind the men in your life about preventive care. Use the Mens Wellness module.	Spring is in the air. Be sure to get outside and exercise. Use the Increasing Physical Activity module.
May	June
National Stroke Awareness Month. Remind associates of the warning signs with the Stroke module.	It's 6 months into the year...have you been taking care of yourself? Use the Prevention module.
July	August
Summertime! Get out there and enjoy the nice weather. Use the Increasing Physical Activity module.	Start early! October is Antibiotic Awareness Month! Use the Antibiotic Use module.
September	October
It's Cholesterol Education month...know your numbers! Use the Know Your Numbers module.	Breast Cancer Awareness Month. Remind associates about important screenings. Use the Cancer Screenings module.
November	December
Diabetes Awareness Month. Make sure associates know about the risks. Use the Diabetes Awareness module.	You can eat healthy, even during the holidays. Use the Healthy Eating module.