

CHAPTER 9
WELLNESS PROGRAM
REVISED JULY 2023
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CHAPTER 9
WELLNESS PROGRAM

1. PURPOSE.

- a. In response to Governor's Executive Order W-119-95, the Department developed the Wellness Program to encourage a proactive approach to achieving optimal employee health, and the prevention of injuries and illnesses.
- b. The goal of the Wellness Program is to improve the overall awareness of mental health and physical fitness for all employees. The objectives of the Wellness Program are to:
 - (1) Reduce health risks.
 - (2) Develop healthier lifestyles.
 - (3) Promote safe and healthy behavior.
 - (4) Increase longevity and quality of life.
 - (5) Increase individual awareness in detecting early signs of potential injuries and illnesses through self-care educational programs.
 - (6) Provide relevant and current mental health strategies and concepts.
- c. To achieve the goals and objectives of the Wellness Program, the Department has established both mandatory requirements and discretionary options.

2. POLICY.

- a. The mandatory portion of the Wellness Program requires commanders and coordinators to support the concepts of wellness, mental health, and physical fitness and to disseminate wellness information to all employees.
- b. The discretionary portion of the Wellness Program allows commanders the opportunity and latitude to coordinate wellness activities for all employees within their command.
- c. Employees are encouraged to participate in any voluntary wellness activities provided by the command. Injuries sustained as a result of off-duty exercise in

preparation for, or during an actual wellness event, are the sole responsibility of the employee.

NOTE: Employees are strongly encouraged to consult with their physician before starting any new type of exercise and/or nutrition program.

3. STRUCTURE OF THE PROGRAM. The Wellness Program is administered by the Department's Wellness Program coordinator assigned to the Office of Employee Safety and Assistance (OESA).

4. RESPONSIBILITIES.

a. Program Coordinators.

- (1) Manage the Department's Wellness Program.
- (2) Provide wellness information/materials to Division/Area/Section commanders for dissemination to employees.
- (3) Assist Division/Area/Section commanders with providing presentations by departmental experts and/or healthcare professionals upon request.
- (4) Conduct ongoing support, evaluation, and research relative to mental health and physical fitness issues and stay current on trends and information available in the field of wellness.

b. Division/Area/Section Commanders.

- (1) Ensure the dissemination of wellness information/material to all employees.
- (2) Ensure all employees receive annual, minimum of 1-hour training on, but not limited to:
 - (a) Mental health.
 - (b) Physical fitness.
 - (c) Departmental wellness app.
 - (d) Departmental resources available for mental health and physical fitness.

(3) Contact the OESA for additional resources.

5. PHYSICAL ACTIVITIES.

a. All competitive physical activity events organized through the Wellness Program shall be conducted during off-duty time.

(1) The following are examples of some activities that can be promoted to encourage wellness and fitness throughout the command:

- (a) Walking and running clubs.
- (b) Stress management seminars.
- (c) Nutrition/exercise and weight management seminars.
- (d) Injury/illness prevention seminars.
- (e) Wellness activities such as command picnics that include fitness activities, healthy potluck luncheons, and presentations by departmental experts and/or outside healthcare professionals.
- (f) Sporting events with other departmental commands.
- (g) Participation in the Department's Annual Fitness Challenge.

NOTE: The above list is not all-inclusive. Wellness coordinators are encouraged to be creative in their implementation of wellness activities.

b. Employees in Areas/Sections possessing on-site exercise equipment are encouraged to utilize it during off-duty time. Commanders shall ensure the Department liability notice, CHP 430, Use of Exercise Equipment at CHP Facilities/Release of Liability, (Annex A) is clearly posted in the vicinity of the exercise equipment.

c. In addition to posting the notice, commanders shall ensure that all employees who request to utilize on site exercise equipment read and sign a CHP 430. Commanders shall review, sign, and place the CHP 430 in the employee's field folder.

NOTE: Your employer or its claims administrator may not be liable for the payment of workers' compensation benefits for any injury which arises out of an employee's voluntary participation in any off-duty recreational, social, or athletic activity.

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ANNEX A

CHP 430, USE OF EXERCISE EQUIPMENT AT CHP FACILITIES/RELEASE OF LIABILITY

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
**USE OF EXERCISE EQUIPMENT AT CHP
FACILITIES/RELEASE OF LIABILITY**
CHP 430 (6-80) OPI 038

The undersigned has requested permission to use privately maintained exercise equipment located on CHP premises with the knowledge that the Department no longer mandates participation in annual Physical Performance Program testing.

The undersigned acknowledges that the use of said equipment inherently involves physical exertion at the risk of injury, illness, damage, expense or loss to person or property.

The undersigned hereby agrees that the State of California, the California Highway Patrol, its members and other employees shall not be held liable or responsible under any circumstances by the undersigned, his estate, or heirs, for any injury, illness, damage, expense or loss to the undersigned incurred, indirectly or directly, as a result of using the aforementioned equipment.

EMPLOYEE'S SIGNATURE	DATE
Joe Smith	March 01, 2022
_____ COMMANDER'S SIGNATURE	_____ DATE
_____	_____

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