

# CHAA Best Practices



## Corporate Health Achievement Award



2012 Recipient  
Smithsonian Institution

Healthy Workers

Healthy Environments

Healthy Organizations



## A Message from ACOEM's President

We all want a safer, healthier workplace. It matters to employees and it's better for the bottom line. But to get there, corporations must focus on a myriad of issues such as: "What is the safest manufacturing environment? How do you dispose of industrial waste in the way that has the least impact on workers and the environment? How do you provide a crisis hotline for workers with substance abuse problems? What are best practices for worksite wellness? And how do you achieve a culture of health?"

When we speak of "a culture of health" we mean "health" in the true sense of the word: a condition in which employees' physical well-being is optimized by the environment and philosophy of the company for which they work. Simply starting a blood pressure screening program for employees or installing a new emergency first aid station cannot achieve true corporate health. It must be an essential element of a company's human resources philosophy and it must incorporate practices at every level of the workplace.

That's why we say "a culture of health" involves three major elements:

- *Healthy People:* Is each individual safe, protected, and nurtured, both physically and emotionally?
- *Healthy Environment:* Are potential workplace health and safety hazards minimized and hazardous emissions and pollution controlled?
- *Healthy Company:* Are company-wide programs in place that facilitate healthy lifestyles and an overall health-and-safety consciousness?

We don't think it's an exaggeration to say that through the Corporate Health Achievement Award (CHAA), we are helping to improve the American workplace by recognizing and rewarding the nation's best corporate health and safety practices. The Award does more than recognize the accomplishments of organizations – it tells the North American business community that comprehensive occupational health programs make good business sense. CHAA reinforces the importance of measurable results and continuous improvement, and provides a forum in which participating organizations can exchange ideas and best practices on creating healthy and productive working environments.

No other health and safety award features the rigor, high standards and comprehensiveness of the CHAA. The companies that win one of our awards are required to show a demonstrated commitment to corporate health programs company-wide in order to be recognized. They must also show strength across many areas – not just one or two. The end result is a "gold standard" stamp of approval that is given only to the nation's most exemplary companies. It's an honor of which entrants can be proud.

ACOEM is proud to sponsor the CHAA to recognize organizations offering the best in employee health, safety and wellness programs. We are pleased to announce the recipients of the 2012 award:

### **Johnson & Johnson**

### **Smithsonian Institution**

Both companies are committed to providing occupational and environmental health programs of the highest quality and are leaders in developing innovative and effective practices to promote the well-being of both their employees and communities. Through systematic self evaluation, they are dedicated to constantly improving their activities. The enlightened companies who receive the Award have wonderful stories and great ideas from which we can learn.

For your benefit, the following document outlines key elements of the Smithsonian program.

Sincerely,

T. Warner Hudson III, MD, FAAFP, FACOEM  
President, ACOEM

## Smithsonian Institution



### 2012 CHAA Award Recipient

The Smithsonian Institution, a 2012 CHAA recipient, is recognized for its health, safety, and environmental programs that seek to maintain and optimize a productive, motivated, and creative workforce. Integrating traditionally independent health protection and health promotion activities has created a synergy enhancing the overall health and well-being of the Smithsonian workforce. The programs described below reflect the level of integration of safety and health.

#### THE COMPANY

The Smithsonian was founded in 1846 with funds from James Smithson, a British scientist who left his estate to the United States to found “at Washington, under the name of the Smithsonian Institution, an establishment for the increase and diffusion of knowledge.” The Smithsonian is the world’s largest museum and research complex, consisting of 19 museums and galleries, the National Zoological Park, 9 research facilities, and 168 affiliate museums. In 2009, there were 30 million visits to Smithsonian museums and the National Zoological Park. Smithsonian collections include 137 million artifacts, works of art, and specimens, the majority of these are held by the National Museum of Natural History.

Smithsonian’s mission, “the increase and diffusion of knowledge,” provides the basis for its vision for shaping the future by preserving the nation’s heritage, discovering new knowledge, and sharing its resources with the world. The Smithsonian has a number of core institutional values:

- To explore and bring to light new knowledge and ideas and better ways of doing business
- To instill its work with imagination and innovation
- To deliver the highest-quality products and services in all endeavors
- To capitalize on the richness inherent in differences
- To carry out all its work with the greatest responsibility and accountability, and
- To be of benefit to the public and its stakeholders.

The Smithsonian is composed of nearly 10,000 employees, visiting scientists, research fellows, interns, and volunteers working in several geographic areas both internal and external to the continental U.S. The main locations are:

- Several museums, the National Zoological Park, and a number of museum support centers on the National Mall and in the metropolitan DC area
- Two museums in New York City
- The Smithsonian Tropical Research Institute in Panama
- The Smithsonian Astrophysical Observatory in Cambridge, Massachusetts
- A number of research outposts in Arizona, Hawaii, Maryland, and Virginia

#### LEADERSHIP AND MANAGEMENT

The Smithsonian’s commitment to health, safety, and the environment begins at the top of the organization and transcends throughout the company. This is evident in the five-year Strategic Plan key objective “to attract, maintain, and optimize a productive, motivated, and creative workforce...” which has a strategy to “encourage and maintain an organizational culture that embraces safety, health, and wellness.”

The Smithsonian employs health champions for their various initiatives. G. Wayne Clough, Secretary of the Smithsonian, has blogged about using medication prescribed by occupational health travel medicine and also the photo of him receiving his flu vaccination has been employed as part of the FastVax flu program.

The mission of Smithsonian's Office of Safety, Health, and Environmental Management (OSHEM) is to provide world-class safety, health, and environmental (SHE) guidance, technical assistance, programs support, and services – all specifically tailored to the needs of the world's largest and most diverse museum complex. In 2006, the then-Smithsonian secretary published a list of FY2007 goals which included the following:

- Establishment of a zero injuries goal along with inclusion of a safety-related performance standard in all manager and supervisor performance plans
- Creation of an Occupational Health Risk Management Program that fosters improved employee health and productivity.

In 2009, the strategic plan for fiscal years 2010- 2015 included the reiteration of the key strategy to “encourage and maintain an organizational culture that embraces safety, health, and wellness.”

### Health Information Systems

Smithsonian has an automated incident reporting system (AIRS) which allows any employee to report an injury on line. E-mails are immediately sent to key staff to begin assessing the situation. At the same time, information on the injured employee is automatically incorporated into the health record for follow-up by appropriate personnel under the Medgate program, an integrated safety, health, and environment software system that Smithsonian purchased in 2004 and tailored for its use. The program has an electronic medical record and a system to forecast medical surveillance schedules and generate statistics on program enrollments levels. In addition, there are customized modules for each of the following programs:

- Hearing conservation
- Respiratory protection
- Blood-borne pathogen exposure and control
- International travel medicine
- Annual influenza vaccination and outreach
- Zoonosis
- Health risk management
- Case management/return-to-work
- Exposure to Hazardous materials

The integration of data is seamless and results in a model program.

### Evaluation and Quality Improvement

Evaluation and review of programs is ongoing and the Smithsonian periodically brings in outside entities to review the programs/processes and procedures to assure that they meet all applicable standards/regulations and ensure the safety and health of employees. A comprehensive review of the overall environmental management program at the Smithsonian as well as a review of the asbestos management program was conducted in 2009 with recommendations for change implemented Institution wide.

An outside expert reviewed the employee health and wellness programs in 2009 focusing on the efforts of the occupational health and safety team to develop a world-class employee health risk management program. The report indicated that the groundwork had been put in place to achieve an integrated health and safety initiative. The programs reviewed and the outcomes generated by this report have continued to be followed and now demonstrate positive trends for enhancing health and safety in the workplace.

## HEALTHY WORKERS

Smithsonian has numerous programs in place to assess readiness for work as well as processes to prevent and manage/treat occupational injuries and illness. These programs include reviewing ability to perform duties assigned, monitoring, surveillance, prevention, medical intervention and treatment. Programs comply with federal guidelines for commercial drivers, and OSHA and CDC guidelines for medical surveillance and infection control.

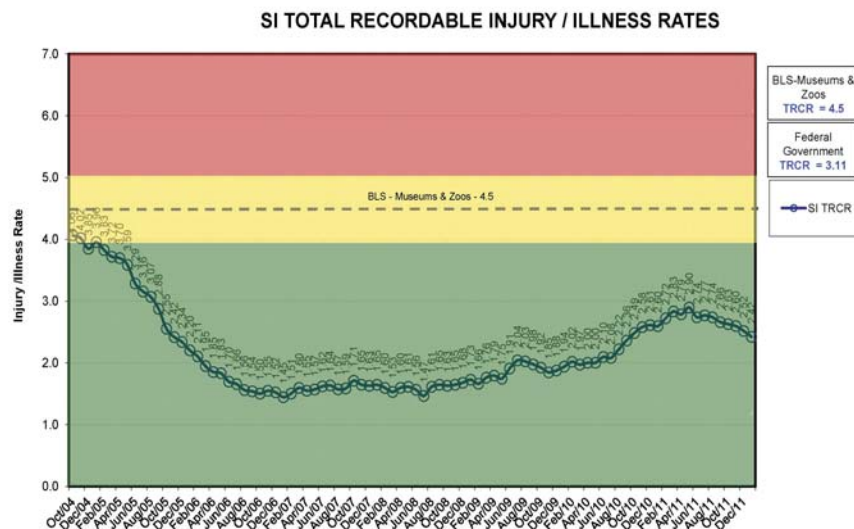
Smithsonian has a medical protocol and policy for employees who require a commercial driver's license to perform their assigned duties. Protocol and policy are based on federal guidelines from the Department of Transportation (DOT) and Federal Highway Administration. Employees who will be working with potentially hazardous materials have other job-related health risks are identified at the time of employment and incorporated into the medical surveillance program. Medical surveillance includes respirator and asbestos surveillance, hearing conservation, blood-borne pathogen control, travel medicine, regulated substance exposure such as cadmium and lead, and Zoonosis control.

Occupational Health Services also has a pre-placement/medical standard and policy document for the Smithsonian Police Officer/Security Guard Series pending approval. The function of the proposed medical standard is to provide a reasonable assurance that employees are able to execute and perform all the duties expected of their position. This overall evaluation includes a complete medical, physical, and occupational history. There are pre-employment exams for the drivers at the Smithsonian. They comply with DOT regulations and are reviewed on an annual basis.

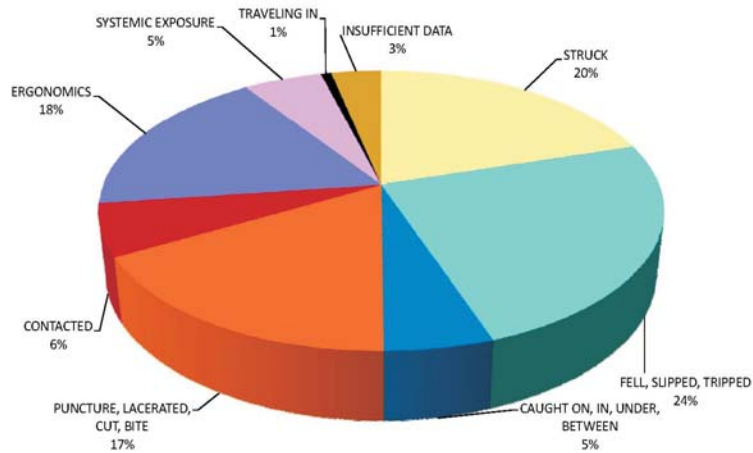
### Occupational Injury and Illness Management

As previously stated, Smithsonian has an injury/illness reporting system – AIRS – that allows any employee to report an injury/incident on line. The system is pre-populated with contact information for key health and safety personnel so that when an entry is made these individuals receive immediate notification allowing them to assess and respond to the situation. The AIRS system is integrated with the Medgate (health) system and the employee's information is automatically updated in the Medgate system allowing for appropriate follow up. In addition, the AIRS system has forms for witnesses and supervisors to complete. There are automatic reminders to the supervisor until all necessary entries and resolution of the circumstances are made. It is Smithsonian policy that any on-the-job injury, however small, be reported by employees to their supervisors through the formal incident reporting in AIRS.

Smithsonian has a goal of zero injuries and is actively seeking to achieve this. Data on the types of accidents occurring and their location and the remediation programs to achieve a zero injury rate were reviewed:



## Reportable Injury Types (Single Year Analysis)



### Breakdown of FY2010 Reported Employee Injuries by Category

Nature of Injury Description	Number of Cases	Percent of All Cases
<b>STRAINS AND SPRAINS</b>	<b>116</b>	<b>59%</b>
Pain, Swelling, Redness, Stiffness, Not in Joint	64	32.50%
Back Sprain/Strain, Back Pain, Subluxation, LVDs	20	10.20%
Sprain/Strain of Ligament, Muscle, Tendon, Not Back	18	9.10%
Pain/Swelling/Stiffness/Redness in Joint	13	6.60%
Back Sprain/Strain, Back Pain, Subluxation	1	0.50%
<b>LACERATION, PUNCTURE, &amp; CONTUSION</b>	<b>38</b>	<b>19%</b>
Laceration	23	11.70%
Contusion	7	3.60%
Puncture Wound	6	3.00%
Superficial Wounds	1	0.50%
Foreign Body in Any Body Part	1	0.50%
<b>FRACTURE &amp; CRUSH</b>	<b>9</b>	<b>5%</b>
Fracture	8	4.10%
Crush Injury	1	0.50%
<b>OCCUPATIONAL ILLNESS</b>	<b>8</b>	<b>4%</b>
Exposure to All Chemical or Biological Causes	3	1.50%
Respiratory Conditions	3	1.50%
Asbestosis	1	0.50%
Gastrointestinal Conditions	1	0.50%

## THE CORPORATE HEALTH ACHIEVEMENT AWARD

MISCELLANEOUS	26	13%
Insect Bite	8	4.10%
Burns	5	2.50%
No Injury Stated	3	1.50%
Mental, Emotional, Nervous Conditions	3	1.50%
Headaches	2	1.00%
Traumatic Injury – Unclassified (Except Disease, Illness)	2	1.00%
General Symptoms	1	0.50%
Inguinal Hernia	1	0.50%
Lyme Disease	1	0.50%

### Mental Health and Behavioral Health and Misuse of Substances

Smithsonian has an employee assistance program (EAP) program with in-house counselors at the graduate level. Outside referrals are also made depending on the situation. EAP services include personal/emotional, family/marriage, workplace relationships, stress and change issues, and substance and alcohol problems. In cases involving possible employee substance abuse, OHS provides an evaluation at management's request of any employee who displays odd or erratic behavior, increased absenteeism, tardiness, bad attitude, and/or diminished productivity. EAP also provides proactive training and seminars aimed at helping employees establish work/life balance on topics such as:

- HIV/AIDS in the workplace
- Basic budgeting assistance for individuals and couples
- Family wellness
- Eldercare
- Telework
- Voluntary Leave Program
- Health Insurance
- Long-term Care Insurance
- Daycare

## HEALTHY ENVIRONMENT

OSHEM conducts annual management, evaluation and technical reviews (METRs) of all Smithsonian facilities and organizations. The focus of the METRs continues to be the identification and correction of SHE programmatic shortcomings and failures, as opposed to discovery and identification of deficiencies for corrections. This revised methodology is directed at discovering the root cause or causes of problems along with an eye to advise the organization on steps to take that would lead to success in the SHE arena.

Following each METR, a closeout conference is conducted to advise management of the significant findings and include appropriate cost-effective correction actions. Once this phase of the process is complete, a comprehensive report is written and sent to the director of the museum or organization under review with copies to the under secretary to whom the director reports, the designated safety and health official (DASHO), building managers, maintenance and security leaders, and the site's safety coordinator. As a supplement to each report, OSHEM uses a risk assessment color code that depicts the assessment of the site's program and represents the severity of a hazard and probability of an untoward occurrence. These categories range from red to yellow and require specific corrective action to reduce or eliminate the risk.



# THE CORPORATE HEALTH ACHIEVEMENT AWARD

## RISK ASSESSMENT AND CORRECTIVE ACTION REQUIREMENTS Based on Chapter 4, SI Safety Manual

### Risk Assessment Codes

All deficiencies and programmatic findings are assigned a Risk Assessment Code (RAC) of 1 through 4, based on severity of hazard and probability of occurrence. Each RAC category requires specific corrective action to be taken to reduce or eliminate the level of risk. An asterisk by the item (\*) indicates a Repeat Finding, which has been identified on one or more previous METRs.

Deficiencies are considered closed when the condition has been completely mitigated. Programmatic findings are considered closed only when an acceptable management program, in accordance with the SI Safety Manual, is in place to prevent deficiency conditions from recurring.

RAC	LEVEL OF RISK	ACTION REQUIRED
1	Critical risk to health and safety. (High severity / High probability of occurrence)	<b>IMMEDIATELY CORRECT HAZARDOUS CONDITION (or reduce to LOW risk) WHEN IDENTIFIED.</b>  In 30 day report, describe actions taken and programmatic measures in place to prevent recurrence.
2	Significant risk to health and safety (High-to-moderate severity / High-to-moderate probability of occurrence)	Immediate action to mitigate completely or reduce risk to LOW. In 30 day report, describe actions taken, interim plans for completion, and program measures in place to prevent recurrence.
3	Moderate risk to health and safety (moderate-to-low severity/moderate-low probability of occurrence)	Within 60 days, action taken to mitigate completely or reduce risk to LOW. In 120 day progress report, describe actions taken, interim plans for completion, and program measures in place to prevent recurrence.
4	Low risk to health and safety (low severity / low probability of occurrence); could include administrative deficiencies with minimal risk but high probability of regulatory citation.	Within 120 days, complete mitigation. In 120 day progress report, describe actions taken and plans to prevent recurrence.

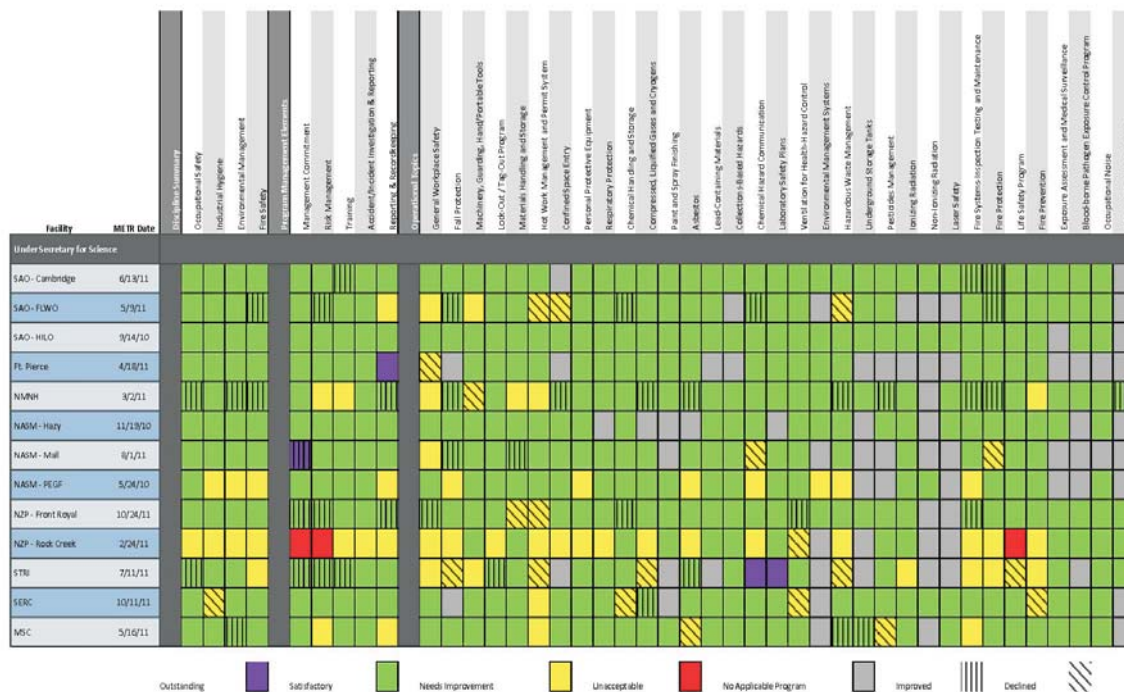
All risk assessments and the resulting status charts are reviewed on an annual basis. In addition, the annual report is reviewed against prior annual reports to assure that prior violations are not recurring.

## METR Process Overview





## USS 2011 METR Assessment Chart



### Education Regarding Workplace Hazards

The Smithsonian Safety Manual is available on line to all employees and addresses the training requirements for all duties within the Smithsonian. All employees must be trained before performing new and potentially hazardous tasks. Training documentation is stored in the Smithsonian's PeopleSoft database systems and records are reviewed during each annual METR. All Smithsonian SHE training has specific identified core components that must be covered during training. These components ensure compliance with worker "right to know" for all known job-related hazards. All training done in a given year is included in the annual Department of Labor report.

Below is a list of all training conducted in 2010:

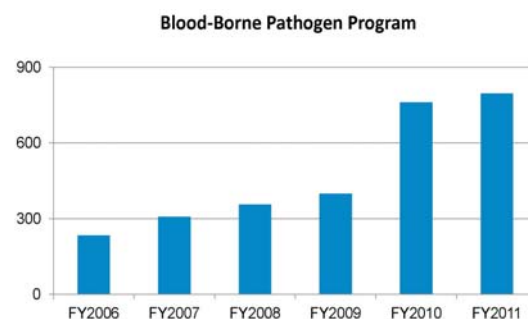
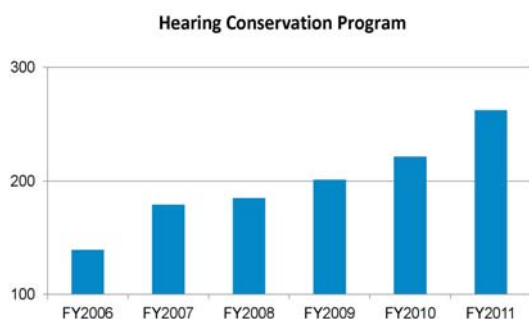
Training	#s	Training	#s	Training	#s
Asbestos	873	OWCP	72	Pandemic & Response	91
Automated Incident Reporting System (AIRS)	247	Personal Protection Equipment	902	Hazardous Waste	16
Blood-borne Pathogens	437	Pesticide	36	Accident Investigation	59
Boating	24	Radiation Safety	128	METR Manage	7
Compressed Gas Cylinders	161	Respirator	207	Food Handling	30
Confined Space	126	Safety & Health Management	232	Animal Escape Drill (Code Green)	88
Construction	29	Safety Inspection/Hazard Recognition	330	Herbicide Certification	3
CPR &/or AED	299	Supervisor Safety	110	Anaplasmosis	21
Defensive Driving	494	Trenching & Shoring	2	Battery Safety	15

## THE CORPORATE HEALTH ACHIEVEMENT AWARD

Diving Safety	44	Walking Working Surfaces	160	Be Prepared	8
Electrical	263	Water Treatment	5	Insect Safety	13
Environmental Protection	124	Welding	30	Near Miss - The One That Almost Happened	16
Ergonomics (include Back Safety)	386	Zoonosis/Chlamydia/Salmonella/MSRA	52	Rabies Safety	8
Fall Protection	681	New SI Safety Manual	84	Snow Safety	8
Fire Safety	980	Safety Leadership	169	Strains & Sprains	9
First Aid	169	Hazardous Materials	48	Summer Skin Care	6
Flammable/Combustible Liquids	325	Evacuation Procedures	764	Weather Safety (Lightning)	9
HazCom	1,073	SHARPS	7	Winter Driving	5
Healthy Lifestyle (Pedometer)	135	Evacuation Chair	27	Workplace Complacency	6
Hearing Conservation*	99	Arial & Scissor Lifts	59	Workplace Housekeeping	15
Hot Work Permit Training and/or Welding Safety	125	Temperature Extremes	477	Animal Distraction	30
JHA Training	469	Tool Safety (Power & Hand)	184	Mold Hazard & Prevention	19
Lab Safety	316	Hand Washing	204	Basic Safety for FLWO Users	66
Lead Safety	176	First Responder	30	Liquid Transfill Procedure	5
Logout/Tagout	181	Pandemic Prevention	58	Autoclave Use	10
Lyme Disease	34	Ladder Safety	25	Boating Awareness	21
Machine Guarding	116	Golf Cart Safety	6	Boat Trailering	5
Material Handling	240	Hilti Gun Training	26	Constructing Research Sets	10
New Employee Orientation	840	HazWoper	38	Personal Awareness	2
*Includes employees trained in hearing conservation prior to their audiogram testing					

### Personal Protective Equipment

A number of employees require the use of personal protective equipment (PPE). Based on job hazard analyses conducted prior to the start of work, employees are entered into medical surveillance programs for initial and periodic monitoring to ensure maintenance of their health and safety from work-related exposures. Programs at the Smithsonian include hearing conservation, respiratory protection, blood-borne pathogens, zoonosis, and regulated substances. The type of PPE and the periodic medical surveillance/testing is contained in the employee's health record. Following are several graphs depicting numbers enrolled in hearing conservation and blood-born pathogen programs:



## THE CORPORATE HEALTH ACHIEVEMENT AWARD

It is the goal of the Smithsonian's exposure assessment and medical surveillance programs to prevent occupational illness and injury by early detection and identification of exposure risks and exposure related health effects before they result in disease or injury. When new chemicals/products are introduced for use, the products are reviewed to assess their health and safety risks. Assessments check for flammability, reactivity, health effects (acute and chronic), and recommended control measures such as engineering controls and PPS.

### OSHA Hazard Communication at SI Facilities

- Written facility "HazCom" plans
- Where applicable, written laboratory safety plans
- Maintenance of room-by-room chemical inventories
- Employee access to Material Safety Data Sheets (MSDS)
- Hazard Labels & Warnings on chemical containers
- New employees trained upon hire with periodic refreshers

There is a Hazard Communication Program for the Smithsonian Institution as a whole and for each individual facility/museum. The site-specific Hazard Communication Program must include a written document, plans for training personnel, labeling of containers and the availability of Material Data Safety Sheets (MSDS). Employees who are potentially exposed to hazardous substances/stressors that could pose a health risk are identified and referred to occupational health for assessment and development of hazard controls.

In addition to the extensive testing of any new materials being considered for use, testing and development of protocols for the collections are also completed. For example, individuals handling the First Ladies dress collection are made aware of the use of arsenic and lead in some of the older dresses and precautionary measure are employed as well as testing of these individuals. Similarly, some of the mineral collections contain arsenic and mercury. In the National Portrait Gallery, there are woodworking shops that construct large shipping cases, usually from hardwoods such as teak and mahogany, to transport priceless exhibits to other museums. Because dust generated from such wood can inflict pulmonary damage, dust scavenging equipment is used to prevent respiratory problems. Across the Smithsonian, employees are trained to handle the various collections and the chemicals used for restoration, and are under periodic medical surveillance as required by the task.



Lastly it should be noted there is surveillance/testing for lead in the water fountains along the National Mall annually prior to the Folk Festival. In addition, the houses used by researchers have been tested for lead and lead abatement procedures have been implemented.

### Emergency Preparedness, Continuity Planning, and Disruption Prevention

Smithsonian has a multi-level emergency preparedness and response program overseen by a disaster preparedness manager that is considered a model program. In addition to assuring safe evacuation and sheltering for its employees, the Smithsonian also provides this for visitors to the museums as well as those on the National Mall.

The Smithsonian Disaster Management Program provides institution-wide instruction on disaster preparedness, response, and recovery. There are 50 designated units within the Smithsonian, each responsible their specific disaster plan that is coordinated with the master plan. Unit plans incorporate basic disaster and comprehensive continuity of operations planning. These plans are designed to enhance capability at the unit level to reestablish normal operations quickly and efficiently following an emergency and/or disaster.

## Evacuation and Shelter-in-Place (SIP) Procedures

- 140 Exercises A Year at SI
- Coordinated by the Office of Protection Services with OSHM
- Evacuation
  - Drills and real events
  - Has included visitors during real events
- Shelter-in Place
  - Announcement via PA system or "Informacast"
  - Use of Personnel Movement Officers (fire wardens)
  - Includes physically challenged (areas of rescue)
  - Use of pre-designated locations
  - Three types:
    1. Weather related
    2. Active shooter
    3. Chemical event

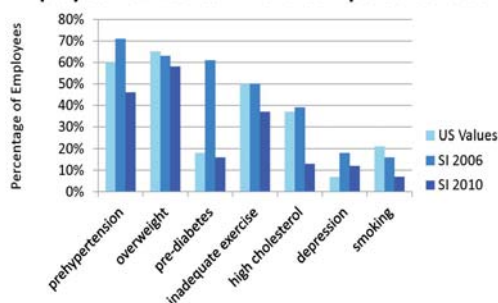
The disaster preparedness manager is responsible for ongoing coordination with local, regional, and federal agencies in all areas that Smithsonian facilities are located. In addition, to assuring the safety of employees, the Smithsonian must also consider the safety of visitors to the museums during an emergency or natural disaster. In the event of a natural disaster such as storms during an event on the mall, the museums are a place of shelter. Numerous examples of evacuation and shelter-in-place exercises by the Smithsonian were provided.

The Smithsonian Intranet home page has a link to "Smithsonian Alerts," the Institution's Disaster Preparedness homepage that has multiple levels of information available to all Smithsonian personnel. In addition, employees can sign up for mobile alerts and obtain information on how to plan and prepare for disasters and emergencies, including continuity of operations planning and pandemics.

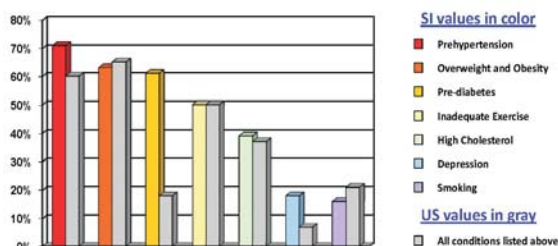
## HEALTHY ORGANIZATIONS

A number of programs are in place focusing on employee health and wellness. The programs were initiated in 2006, and the graph shows the significant health risk findings from the 2006 baseline employee health risk assessments (HRAs).

Employee Biometrics in 2010 Compared to 2006



Identified Employee Health Risk Factors



## Weight Watchers @ Work

Date	Weight
2006	584 Lbs lost
2007	348 Lbs lost
2008	457 Lbs lost
2009	612 Lbs lost
2010	657 Lbs lost
2011	557 Lbs lost
<b>Cumulative</b>	<b>3,215 Lbs Lost</b>

In 2008, a pedometer program was introduced as were other wellness initiatives including fitness walks; lectures on nutrition and exercise, upgraded fitness centers and plans to build centers at several other museums, and participation in wellness programs for federal employees such as "Feds Get Fit." The following graph compares employee biometrics from the baseline 2006 and in 2010 after programs were in place for several years.

Another program that has received good participation is Weight Watchers @ Work. This program was instituted in 2006 and is supported by the EAP. This is a fee-based program charging \$187 for each 17 week session. Since inception, over 3,200 pounds have been lost by participants.



## THE CORPORATE HEALTH ACHIEVEMENT AWARD

Smithsonian has offered seasonal flu vaccines to its employees since 1999 with the number of participants increasing each year for the past three years due in part to the “FastVax” program or Mall employees. The FastVax program identifies participants from prior years and they are given a “FastVax Pass” that allows them to go to the head of the line during vaccination times. The FastVax program has been well received with 98% of participants rating it as outstanding or excellent while resulting in an approximately \$140,000 savings based on time saved in receiving the flu vaccine.

### FastVax Eligibility/Utilization rates

Date	Number	Rate
2007	1352	N/A
2008	1451	N/A
2009	1570	N/A
2010	1324	N/A
2011	1558	N/A

### Flu Vaccination Outreach 2008

~1400 Smithsonian staff participating in FastVax program reporting an average of 2 hours of saved work time

1400 x 2 = 2800 hours  
 1 FTE = 2080 hours  
 2800/2080 = 1.4 FTE  
 1.4 FTE x \$100K (average loaded annual salary) = \$140K

Therefore:

**\$140,000 Saved in FastVax Program Efficiency Alone**

### Absence and Disability Management

Smithsonian has a very active absence and disability management program. These programs have resulted in decreased temporary disability payments and decreased number of sick hours as depicted in the graphs below.

#### COP (Temporary Disability)

Year	Expenditure
2005	\$234,013
2006	\$120,840
2007	\$139,182
2008	\$108,102
2009	\$86,535
2010	\$136,977
2011	\$146,156

#### Smithsonian Institution Sick Leave

	Sick Leave Hours	Total Employee Hours	Utilization Rate	Sick Leave Costs
FY06	380,263	11,028,616	3.45	\$11.5M
FY07	399,935	10,867,655	3.68	\$12.4M
CY08	411,969	11,065,122	3.72	\$13.5M
CY09	451,660	11,193,936	4.03	\$15.4M
CY10	417,635	11,110,800	3.76	\$14.4M
CY11	398,429	11,153,117	3.57	\$13.6M

In 2009, the Smithsonian published a strategic plan for fiscal years 2010-2015 key objectives and strategies. Among these were:

Objective	Strategy
Attract, maintain, and optimize a productive, motivated, and creative workforce that is representative of the nation's diversity and has the competencies needed to deliver sustained levels of excellence	Encourage and maintain an organizational culture that embraces safety, health, and wellness

## THE CORPORATE HEALTH ACHIEVEMENT AWARD

The Occupational Health Services (OHS) wellness program represents the backbone functions within the Smithsonian which will enable success in achievement of this objective. Not only does OHS offer preventive health programs, these programs are designed to address specific SI employee health risks as measured in its 2006 baseline HRA.

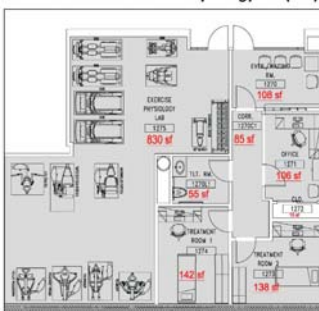
A key initiative has been the expansion of onsite fitness centers for employees. The goal is to bring occupational health services closer to the employees and this is being accomplished by creating health offices and fitness centers in various museums. A new office/fitness facility opened in March 2012 at the National Museum of American History, and a similar center is part of the plans for new African American Museum that broke ground in February 2012. In addition, the Air and Space Museum has a center that is scheduled to be upgraded as renovation plans for the museum move forward.

To measure the impact of its clinical wellness program on employee health and productivity, the Office of Human Resources assisted OHS by tracking annual federal employee sick leave utilization at the Smithsonian using 2006 as its starting point. The results are shown below:

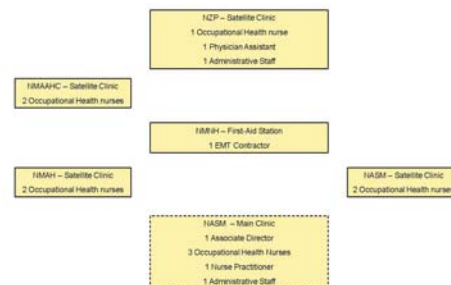
Smithsonian Institution Sick Leave				
	Sick Leave Hours	Total Employee Hours	Utilization Rate	Sick Leave Costs
FY06	380,263	11,028,616	3.45	\$11.5M
FY07	399,935	10,867,655	3.68	\$12.4M
CY08	411,969	11,065,122	3.72	\$13.5M
CY09	451,660	11,193,936	4.03	\$15.4M
CY10	417,635	11,110,800	3.76	\$14.4M
CY11	398,429	11,153,117	3.57	\$13.6M

This success represents the beginning of savings for the Smithsonian in the years ahead. Going further, by tracking this form of absenteeism and assuming a 5:1 absenteeism to presenteeism ratio, OHS plans to target specific reductions in each measure over the FY2010-2015 period.

NMAH: The First Exercise Physiology Lab (EPL)



The Road Ahead: EPLs Across the Mall and at NHP



## CONCLUSION

Composed of nearly 10,000 employees, visiting scientists, research fellows, interns, and volunteers working in several geographic areas both internal and external to the continental U.S., the Smithsonian uses truly cutting-edge programming to achieve results, ranging from its automated injury-reporting system to its use of electronic medical records and medical surveillance. It has a goal of zero injuries and is actively working to achieve this, with commitment from the highest ranks of its leadership – who act as champions of its health programs. The Smithsonian's strategic plan for fiscal years 2010-2015 includes the reiteration of the key strategy to encourage and maintain an organizational culture that embraces safety, health, and wellness.

## Corporate Health Achievement Award Recipients

### 2012 Recipients

Johnson & Johnson

Smithsonian Institution

### 2011 Recipient

URS – Tooele Chemical Agent Disposal Facility

### 2010 Recipients

Baptist Health South Florida

*Exemplary Practice Citation* – URS Corporation

### 2009 Recipients

Southeastern Pennsylvania Transportation Authority

*Exemplary Practice Citation* – Federal Occupational Health Services

### 2008 Recipient

Award withheld

### 2007 Recipients

Caterpillar, Inc.

*Model Program Award* – ALCOA

### 2006 Recipient

Model Program Award – Olin Corporation's Olin Brass & Winchester Ammunition Divisions

### 2005 Recipients

DaimlerChrysler Corporation

Quad/Graphics

### 2004 Recipient

Cianbro

### 2003 Recipients

BAE SYSTEMS

Marathon Oil Corporation

### 2003 Recipients, cont.

Union Pacific Railroad

### 2002 Recipients

Bristol-Myers Squibb Company

Eli Lilly and Company

International Business Machines (IBM)

Kerr-McGee Corporation

Vanderbilt University

### 2001 Recipient

The National Security Agency/Central Security Service (NSA/CSS)

### 2000 Recipients

Dow Chemical Company

GE Power Systems

Sherman Health Systems

### 1999 Recipients

AlliedSignal Inc.

City of Indianapolis and Marion County Sheriff's Department

Baltimore Gas and Electric Company

GlaxoWellcome, Inc.

### 1998 Recipients

International Business Machines (IBM)

The Boeing Company

Johnson & Johnson

First Chicago NBD

### 1997 Recipients

Hughes Electronics Corporation

Lockheed Martin Energy Systems



## **CHAA COMMITTEE AND REVIEWERS**

**Karen Carlson, MD, MPH, FACOEM**

**Thomas Faulkner, MD, MPH, FACOEM**

**Matthew Hughes, MD, MPH, FACOEM**

**Fikry W. Isaac, MD, MPH, FACOEM – Chair, CHAA Committee**

**Elizabeth Jennison, MD, MPH, FACOEM**

**Vernon A. Maas, MD, MPH, FACOEM**

**Krishna Padiyar, MD, MPH, FACOEM**

**Kent W. Peterson, MD, FACOEM**

**Gregg M. Stave, MD, JD, MPH, FACOEM – Chair, Review Committee**

**David Turner, MD, MPH, FACOEM**

**Michael Weiss, MD, MPH**

**James C. Wesdock, MD, MPH, FACOEM**

**Charles M. Yarborough III, MD, MPH, FACPM, FACOEM**