

## **Overall Wellness**

By completing this assessment, Test, you have taken the first step toward a healthier lifestyle! This guide will give you valuable information to help you achieve a healthier way of life.

This guide is not meant to take the place of a physician visit nor can it diagnose illness or medical problems. It is designed to give you information relating to your health risks and overall wellness. This information is provided to help you develop a plan of action to make healthy lifestyle changes.

To get the most out of this guide, you may want to read it more than once. You can read it online; or you can print it in hard copy, or save it to your computer for future electronic access or the ability to email it to your health care provider. You may also return to the health portal in the future to access the guide.

### Your Overall Wellness Score is 80

Your overall wellness score is based on how you responded to questions about your normal habits and elements in your daily life that you control. An overall score of 75 or above indicates your lifestyle is on the right track. A score below 75 means that you might be at risk for developing certain diseases or health conditions.

This guide will provide you with information and suggestions on how you can strengthen your healthy behaviors while working to change your unhealthy habits. The chart below shows how your various health habits contribute to your overall wellness score.

As you read through this guide, pay special attention to the next four pages of the report. These pages will contain information and suggestions related to the areas of your health where you show the highest level of risk.





### Understanding Your Blood Pressure

Blood pressure is a measurement of the force created by blood being pumped to all parts of your body. Blood pressure has two numbers. The systolic (higher number) measures the force while the heart pumps. The diastolic (lower number) measures the force while your heart is at rest, in between pumps. The chart below helps you understand your blood pressure. Take it with you the next time you visit your doctor and be sure to ask him what your blood pressure reading is.

| Your Blood Pressure is: 120/80                                 |               |           |           |
|--|---------------|-----------|-----------|
| Blood Pressure Level (mm Hg)                                   |               |           |           |
| Category   |               | Systolic  | Diastolic |
| Optimal *  |               | < 120     | < 80      |
| Pre-hypertension   |               | 120 - 129 | 80 - 84   |
| Borderline   |               | 130 - 140 | 85 - 90   |
| High Blood Pressure  |               |           |           |
| Stage 1  | 141 - 159     |           | 91 - 99   |
| Stage 2  | 160 - 179 100 |           | 100 - 109 |
| Stage 3  | > 180 > 110   |           | > 110     |
| * Optimal blood pressure with respect to heart disease risk is |               |           |           |

below 120/80 mm Hg. However, unusually low readings should be evaluated.

## Alcohol, Caffeine, and Smoking

An estimated 10% of high blood pressure cases are caused by alcohol abuse -- three alcoholic drinks a day or more. In one study, binge-drinkers had even higher blood pressure than people who drank regularly. High blood pressure levels linked with alcohol abuse appear to remain elevated even after a reduction in alcohol intake.

Caffeine causes a temporary increase in blood pressure. This has been thought to be harmless in people with normal blood pressure. Yet, evidence shows that regular intake of coffee has a harmful effect on blood pressure in people with existing high blood pressure and may even increase their risk for stroke. Drinking coffee increases depletion of calcium, which also may affect blood pressure. (Anyone who drinks coffee should maintain an adequate calcium intake.)

The dangers of caffeine on blood pressure, however, pale next to the risks from smoking. One study reported that smokers have blood pressures up to 10 points higher than nonsmokers. Although cigar smoking does not appear to cause coronary artery disease, it can double the risk of death from cardiomyopathy and hypertension.

## **Blood Pressure**

Test, according to your Health Risk Assessment, you indicated that your blood pressure is borderline. It is recommended that you consult your primary care physician to discuss your blood pressure and monitor it closely. Now is the best time to manage your lifestyle to keep your blood pressure under control. High blood pressure can create lifelong health problems. Your health practices in the areas shown below in the chart impact your blood pressure risk. Pay close attention to any areas that are borderline or high risk.



#### Your Blood Pressure Wellness

- See your doctor, he or she may recommend exercise and/or medication
- Start a regular exercise program
- Decrease sodium in your diet
- Quit smoking
- Reduce alcohol and caffeine intake
- Make time to relax or meditate everyday
- Contact a Health Coach at 1-860-429-3325 or www.ehhd.org/be\_well.
- Visit the National Heart, Lung and Blood Institute's National High Blood Pressure Education Program at www.nhlbi.nih.gov/about/nhbpep/index.htm.



## **Stress Management**

Stress is a normal part of life. Quite simply, it's the way you react--physically and emotionally--to change. It can be positive or negative. Stress may be the focus you feel when faced with a challenging situation or a vague sense of anxiety after "one of those days"! In any case, you can learn to manage stress so that you can be in control.

### **Identify Stress**

Test, coping with stress is a personal journey. Since it affects each person differently, it's important to identify your own stressors. By doing this, you will be better able to manage your own stress.

- Make a list of your 'stress triggers' the things that cause you stress. Include any 'problem behind the problem'. Make sure to include all the little things, like misplacing your keys or hunting for the right size bolt to fix something. Expect things you missed to crop up now and then. Just add them to the end of your list.
- 2. Consider how stress has hurt you. Has it affected your health or work or the way you treat others?
- 3. Determine if you are under more stress now than a year or two ago. If so, have the pressures changed, or just your attitude towards them?

## Learn to Handle Stress

Test, Now you can begin to control stress. This will be a gradual process because it involves learning good habits and unlearning bad ones.

- 1. Talk about your problems with someone you can be open and honest with.
- 2. Learn to recognize your stress signals. It might be a tightening of the neck or shoulder muscles, queasiness or, frowning. When you learn these signals, respond by consciously relaxing.
- 3. When under stress, evaluate the cause. Is it something minor? Something you can't control such as prices or weather? Is the stress causing more harm than the problem itself? A sense of humor is often the best defense.

- 4. Break major problems into small parts. For example, for a home needing lots of repairs, pick one job and finish it. Then pick another, etc. Gradually, the problem will feel manageable.
- Schedule time realistically. Don't try to squeeze more into a day than you can complete. Leave room for the unexpected. For example, traffic that could make you late and increase your stress.
- Learn how to relax. One way is to practice doing certain things slowly (eating or walking, for example). Another is to just sit back in a chair and concentrate on relaxing your muscles.



Stress

- Take a break from stressful activities, both at work & home. A few minutes of relaxation works wonders.
- Learn how to relax! Practice deep breathing from your diaphragm; hold each breath for a moment and then exhale slowly. Learn muscle relaxation techniques by reading or working with a pro. Massage your neck & rotate your shoulders to loosen the muscles. Listen to relaxation tapes or music.
- Get enough sleep, exercise regularly and eat well to bolster reserves needed for unavoidable stress.
- Talk about emotionally upsetting things with friends or a counselor. It can significantly reduce stress.
- For more tips, contact a Health Coach at 1-860-429-3325 or www.ehhd.org/be\_well.



## **Heart Health**

### Here's How Your Heart Health Measures Up

#### Your Blood Pressure is: 120/80

Ideal/Low Risk : Below 120/80 Borderline : 120/80 - 140/90 High Risk : Over 140/90

#### Your BMI : 24.2

Possible Risk: 18.49 or lower Low/Ideal Risk: 18.5 -24.9 BMI Borderline/High Risk: 25-29.9 BMI High Risk: 30 or higher BMI

#### Your Activity Level: 4-5 Days

Ideal/Low Risk : 3+ days per week Borderline : 2 days or less High Risk : No exercise



## What are Your Risk Factors for Heart Disease?

Risk factors for heart disease fall into two categories, controllable and uncontrollable. Controllable risk factors are the choices you make in your life that can lead to heart disease. These include smoking, weight, diet, exercise, and stress. Uncontrollable risk factors are conditions you cannot change with behavior modification such as age, family history, and gender.

By focusing on positive lifestyle changes, you can significantly impact your risk for heart disease.

# Recognize the symptoms of a heart attack early:

- A feeling of pressure, squeezing, pain, fullness or other discomfort in the center of the chest, under the sternum, or in the mid-back.
- The pain or pressure may come and go, especially in women.
- Pain may radiate from chest to shoulders, neck, jaw, arms, or back.
- A profuse cold, clammy sweat on the upper body.
- Shortness of breath that feels like a tight rope around the chest.
- Heartburn, nausea, or vomiting especially when it doesn't seem related to anything you ate.
- A lightheaded or weak feeling, especially when you stand up. This feeling is often accompanied by one or more of the symptoms listed above.
- Anxiety or a feeling of doom.
- Changes in skin color to pale or gray.

- Take steps to maintain a healthy weight. If you are overweight, your heart has to work harder to pump blood through your arteries. This can increase blood pressure and place unnecessary burden on your heart.
- Exercise. Regular exercise 3 to 4 times per week reduces risk of heart disease. Exercise helps your heart pump more blood with less effort.
- Salt reduction. Salt makes your body retain water, increasing the volume of blood in your arteries, and raising blood pressure in some people. Avoid salty foods like ham and potato chips.
- Medications. If you have high blood pressure your doctor may prescribe an antihypertensive. Many types are available. They work in a variety of ways.
- Visit www.americanheart.org or www.nhlbi.nih.gov for more information.
- Contact a Health Coach for tips on how to achieve heart health at 1-860-429-3325 or www.ehhd.org/be\_well.



### **Driving Safety Tips**

Test, Remember, when driving be cautious, aware and responsible. Someone is killed in a crash every 13 minutes. However, seat belts save over 11,000 lives each year, and they can help you maintain control of your car in a crash. Use the following guidelines to help reduce your risks on the road.

- Use caution at intersections
- Yield the right of way as often as possible.
- Get a good night's sleep before long drives.
- Plan to drive long trips with a companion and schedule breaks, or switch drivers every two hours or so.
- Drive defensively.
- Remember that driving too fast or too slow can increase the likelihood of collisions.

#### **Drinking & Driving**

- About 1.4 million arrests are made annually for driving under the influence of alcohol or narcotics.
- In 1997, 14% of drivers aged 16-20 years and 26% of drivers aged 21-24 years who were involved in fatal crashes were legally drunk.
- Male drivers who die in motor vehicle crashes are almost twice as likely as female drivers to be legally drunk.
- More than 70% of drivers convicted of driving while impaired are either frequent heavy drinkers or alcoholics.
- Don't drink and drive. Not only does alcohol severely impair your driving ability; it also acts as a depressant. Just one drink can induce fatigue.

#### Sleep

At least 40 million Americans suffer from chronic, long-term sleep disorders each year, and 20 million have occasional sleeping problems. These disorders interfere with work, driving and social activities. Try the following tips for getting a better night's sleep:

- Go to sleep and get up at the same time each day even on the weekends and holidays.
- Avoid drinking alcohol in the evening, eating large heavy snacks close to bedtime, and avoid caffeine for at least 2 hours before bedtime.
- If sleeping problems persists, see your physician for any medical conditions affecting your quantity or quality of sleep.

## **Personal Care and Safety**

#### Sun Protection

Prolonged exposure to the sun is the number one risk factor for skin damage and melanoma skin cancer.

- Use sunscreen and lip balm with a SPF of 15 or more when spending time outdoors.
- Avoid being out doors for extended periods of time, especially in the middle of the day when UV rays are most intense.
- Wear sunglasses with 99-100% UV absorption.
- Schedule a yearly appointment to have skin checked for signs of sun damage and skin cancer.

#### **Bicycle Safety**

More than 500,000 people in the U.S. are treated in emergency departments, and more than 700 die annually as a result of bicycle-related injuries. When riding a bicycle, always remember to follow standard traffic rules, wear clothing that makes you visible, wear a helmet and avoid riding at night

#### Motorcycle Safety Tips

Test, according to the National Health and Transportation Safety Administration, an unhelmeted motorcyclist is 40% more likely to suffer a fatal head injury, and 15% more likely to suffer a nonfatal injury than a helmeted motorcyclist involved in a crash. Studies show that the head, arms and legs are most often injured in a crash. Protective clothing and equipment, including color or reflective material serve a three-fold purpose for motorcyclists:

- Comfort
- Protection from the elements
- Protection against severe injury
- Never ride without a certified motorcycle helmet and eye protection.

#### Gun Safety

The American Academy of Pediatrics (AAP) says that the best way to prevent gun-related injuries and deaths is to remove guns from homes. However, the decision to own a gun is up to each family. Yours may have decided to keep guns in the house. If this is the case be sure to keep the gun in a removed and locked location with the ammunition stored separately. Additionally, educate your family on what to do if they come across a gun.



In today's society, women play several different roles as mothers, daughters, wives, homemakers, and wage earners. Although rewarding, these roles can be physically and mentally exhausting. It is sometimes easy for a woman to forget about personal health. Here are a few issues for you to keep in mind.

## Body Image

Developing and nurturing a positive body image and a healthy mental attitude is crucial to your happiness and wellness. A well balanced diet and regular exercise not only helps to keep you physically fit but also helps relieve stress and keeps you feeling good about yourself.

### Cancer

Breast cancer is a leading concern for women. Only 5-10% of breast cancer is due to heredity and a woman's risk of developing breast cancer increases with age.

Studies have shown a slightly higher chance of breast cancer in women who:

- Started their menstrual cycle before the age of 12
- Have no children or did not give birth before the age of 30
- Use ERT (Estrogen Replacement Therapy)
- Have a first degree relative that has had breast cancer

Early detection is the key to controlling breast cancer. Every woman should follow this breast exam schedule:

| Age   | Self Exam   | Clinical Exam | Mammogram  |
|-------|-------------|---------------|------------|
| 20-40 | Every Month | Every 3 Years | *          |
| 40 +  | Every Month | Every Year    | Every Year |

\* Discuss with Doctor

## Women's Health



## Osteoporosis

Osteoporosis is a disease in which bones become fragile and more likely to break. If not prevented or if left untreated, osteoporosis can progress painlessly until a bone breaks. These broken bones occur typically in the hip, spine, and wrist. Osteoporosis can impair a person's ability to walk unassisted and may cause prolonged or permanent disability or even death.

To lower your risk of osteoporosis you should:

- Eat a balanced diet rich in calcium and vitamin D
- Be physically active (walking, jogging, or hiking is ideal)
- Live a healthy lifestyle with no smoking or excessive alcohol use
- Ask your doctor about bone density testing

- If you currently smoke, make a plan to quit.
- Engage in regular physical activity.
- Enjoy Life! Manage your stress levels and stay connected to those who love you.
- Eat a healthy, well-balanced diet.
- See your doctor for regular screenings as a method of disease prevention.
- Visit www.cancer.org or www.nof.org for more information.
- Contact a Health Coach for more tips at 1-860-429-3325 or www.ehhd.org/be\_well.



## **Disease Prevention**

The day-to-day choices we make impact our lives and our health. We need to remember that the foods we eat, the amount of exercise we get, how we manage our stress, and a variety of other lifestyle choices affect our health. Maintaining your health is important, but you also need to monitor it.

Regular screenings can help detect illnesses in the early stages, when they can best be treated. The first step in disease prevention is knowing when and how often to be checked by a doctor. This page outlines the most common preventative screening services recommended by doctors. If you are unclear as to the last time you were checked for a specific illness, please consult with your personal physician.

- Blood Pressure Test checks two kinds of pressure within the blood vessels. High blood pressure is a disease with no symptoms that can lead to a heart attack and/or a stroke.
- Vision Test checks for marked changes or degeneration of eye functioning.
- Pap Smears are used to detect early signs of cervical and uterine cancers.
- Mammography is an x-ray to detect breast tumors or problems.
- Professional Breast Exams are done by a physician or nurse to examine the breasts for signs of abnormalities.
- Digital Rectal Exams check for early signs of colorectal and/or prostate abnormalities including cancer.
- Stool Blood Tests check for early signs of colorectal abnormalities including cancer.
- Sigmoidoscopy checks for early signs of colorectal abnormalities and cancer.
- Cholesterol Blood Test checks the level of fatty deposits in the blood. High cholesterol levels are linked to heart disease.
- Glaucoma Screening checks for increased pressure in the eye. Glaucoma can lead to blindness if not treated.

| Are Your Screenings Up to Date? |   |  |
|---------------------------------|---|--|
| Self Breast Exam                | > |  |
| Prof. Breast Exam               | > |  |
| Mammogram                       | < |  |
| PapSmear                        | > |  |
| Digital Rectal Exam             | * |  |

- You may not be up to date with your screenings
- You are up to date with your screenings
- \* Discuss with Doctor

| Health Test              | 20-29    | 30-39    | 40-49            | 50 +             |
|--------------------------|----------|----------|------------------|------------------|
| Blood Pressure           | Yearly   | Yearly   | Yearly           | Yearly           |
| Breast Self-Exam         | Monthly  | Monthly  | Monthly          | Monthly          |
| Professional Breast Exam | Yearly   | Yearly   | Yearly           | Yearly           |
| Mammogram                | *        | *        | 1-2 yrs.         | Yearly           |
| Cholesterol Test         | 3-5 yrs. | 3-5 yrs. | 3-5 yrs.         | 3-5 yrs.         |
| Diabetes                 | *        | *        | 3-5 yrs.         | 3-5 yrs.         |
| Digital Rectal Exam      | *        | *        | Discuss w/Doctor | Discuss w/Doctor |
| Glaucoma Screening       | *        | *        | *                | 2-3 yrs.         |
| Pap Test                 | 1-2 yrs. | 1-2 yrs. | 1-2 yrs.         | 1-2 yrs.         |
| Physical Exam            | 2-3 yrs. | 2-3 yrs. | 2-3 yrs.         | 1-2 yrs.         |
| Regular Dental Exam      | Yearly   | Yearly   | Yearly           | Yearly           |
| Sigmoidoscopy            | *        | *        | *                | 3-5 yrs.         |
| Stool Blood Test         | *        | *        | *                | Yearly           |
| Vision Exam              | 2-3 yrs. | 2-3 yrs. | 2-3 yrs.         | 2-3 yrs.         |

Preventative Screening Schedule

\* Not Recommended



## Weight Management

Sixty-four percent of Americans are considered overweight or obese and the number is rising. A key to determining if someone is overweight is Body Mass Index (BMI). The BMI ranges are based on the effect body weight has on disease and death.

#### Your BMI is: "24.2". Compare your BMI to the healthy BMI ranges in the table below.

| BMI            | Weight Status |
|----------------|---------------|
| Below 18.5     | Underweight   |
| 18.5 - 24.9    | Normal        |
| 25.0 - 29.9    | Overweight    |
| 30.0 and Above | Obese         |

Your Weight Management Health



Congratulations, Test, your BMI is in the healthy range!

Weight Exercise Nutrition

Here are some quick tips to help you maintain a healthy weight:

#### Try to control your environment

· Shop well. Eat a healthy snack before going to the grocery store so you are not shopping while hungry.

 $\cdot$  Stock your home with fruits, veggies, water bottles and low calorie snacks

· Share your weight management plans with friends and family and ask for their support.

### Focus on fruits and vegetables

• A minimum of five servings of fruits and vegetables a day is a must Test. Fruits and vegetables are low calorie options and eating more can help decrease high calorie food choices.

- · Try to eat a rainbow of colored fruits and vegetables for a variety of nutrients
- · Keep containers of already cleaned and prepared fruits and vegetables in the fridge to make it easier to eat them.

#### Understand why you eat

Test, you have indicated that you often eat for reasons other than hunger. Whether this is to celebrate, to boost your mood, to combat boredom, or just because the food is there, eating when you're not hungry can lead to a lot of extra calories.

• Consider keeping a food journal for a few days. Write down what you eat over the course of the day and how you felt when choosing certain foods; you may learn a lot about the reasons behind your food choices.

• Find alternatives to eating. If you're bored, go for a walk, read a book, or call a friend. If you're tired, exercise. If you can't resist food at a buffet, chew gum or keep a glass of water or iced tea in your hand.



## **Physical Fitness**

## How can I improve my physical fitness?

Programs designed to improve physical fitness take into account frequency (how often), intensity (how hard), and time (how long), you exercise.

#### The FIT Formula:

- F = frequency (days per week)
- I = intensity (how hard, e.g., easy, moderate, vigorous) or percent.of heart rate
- T = time (amount for each session or day)

For health benefits to the heart, lungs and circulation, perform any vigorous activity for at least 30 minutes, 3-4 days each week at 50-75 percent of maximum heart rate. Moderate intensity physical activities for 30 minutes on most days provide some benefits. Physical activity need not be strenuous to bring health benefits. What is important is to include activity as part of the daily routine.

# Exercise can help reduce or eliminate some of these risk factors:

High Blood Pressure — Regular exercise is associated with lower blood pressure.

Cigarette Smoking — Smokers who exercise vigorously and regularly are more likely to cut down or stop cigarette smoking.

Diabetes — People at their ideal weight are much less likely to develop diabetes. Exercise may also decrease a diabetic's insulin needs.

Obesity and Overweight — Exercise can help people lose excess fat or stay at a reasonable weight.

Low Levels of HDL — Low levels of HDL (one of the cholesterol-carrying proteins in the blood) have been linked to an increased risk of coronary artery disease. Recent studies have shown that regular physical activity increases HDL levels, and thus reduces your risk.

# Activities that are especially beneficial when performed regularly include:

- Brisk walking
  e Running
- Aerobic exercise
- Hiking
  Bicycling
- Jogging
- Stair-climbing 
  Rowing
- Swimming

## Target Heart Rate

Your target heart rate range is how much your heart should beat per minute while you are exercising. Check your heart rate by finding your pulse on the inside of your wrist or on your neck. If you are below your range, you need to increase the intensity of your workout. If you are above your range, you should slow down.

- Maximum Heart Rate = 220 your age
- Target Heart Rate is 50-75% of your Maximum heart

| Age in<br>Years | Target HR Zone<br>for 50-75% BPM* | Average Maximum<br>Heart Rate 100%<br>BPM* |
|-----------------|-----------------------------------|--|
| 20              | 100-150                           | 200  |
| 25              | 98-146                            | 195  |
| 30              | 95-142                            | 190  |
| 35              | 93-138                            | 185  |
| 40              | 90-135                            | 180  |
| 45              | 88-131                            | 175  |
| 50              | 85-127                            | 170  |

\* Beats Per Minute

- Find a fitness activity that you enjoy.
- Find the time of day that suits you best and schedule fitness into your day.
- Find a workout buddy to keep you motivated.
- When working out, be sure to get your heart pumping and your breath somewhat labored.
- Visit www.healthfinder.gov, www.nih.gov, or www.medline.gov for more information.
- Contact a Health Coach for more tips on physical fitness at 1-860-429-3325 or www.ehhd.org/be\_well.



## Ergonomics & Musculoskeletal Disorders

Musculoskeletal disorders involve the nerves, tendons, muscles, and supporting structures such as intervertebral discs. Musculoskeletal disorders represent a wide range of disorders, which can differ in severity from mild periodic symptoms to severe chronic and debilitating conditions.

Musculoskeletal conditions caused by (non-accidental) physical work activities include inflammation, degeneration, and physiological disruption of muscles, tendons, ligaments, nerves, and limb and trunk cartilage. Common terms for these conditions are: Carpal Tunnel Syndrome, Tenosynovitis, Tension Neck Syndrome, and Low Back Pain. No matter what your job, ergonomics, the study of how to reduce fatigue and discomfort in relation to work demands, plays an important role in preventing injury and illness. This often involves manipulating work areas to better fit the workers. Here are some tips to help you with your workstation:

#### **Computer Eye Strain**

Test, if you get headaches when using your computer, or experience soreness in your neck shoulders or back, it could be the result of a poor ergonomic setup. According to the National Institute of Occupational Safety and Health (NIOSH), computer users should have an eye exam before starting to work on a computer and once a year thereafter. To help reduce computer eyestrain:

- Place your monitor directly in front of you and approximately 20-30 inches away from you.
- Make sure your monitor is neither too high nor too low; the top part of the screen should be just at eye height.
- Maintain good posture at your desk: keep your back straight and your shoulders back.
- Look away from your computer screen every 30 minutes, and focus for 5-10 seconds on a distant object outside or down the hallway.

# Prolonged Sitting, Standing & Unvaried Keyboard Tasks

Fatigue occurs more often in muscles that hold body parts in position for long periods. To reduce muscle fatigue:

- Keep your keyboard at elbow height or slightly lower.
- Periodically check your shoulders. If they are tense, consciously relax them.
- Vary your tasks. Whenever you can, take a 30 second to 1 minute micro break at your workstation to do some gentle stretches.
- Wear shock absorbing shoe insoles.
- Position your mouse and keyboard comfortably close to your body so that you are not reaching for them.
- Try to avoid periods of prolonged sitting. Periodically stand up, perhaps while on the phone.
- Stand tall; try not to let your back sag.

#### Lifting

Lifting objects with a rounded back can put excessive pressure on discs. To avoid this, keep your back straight and lift with your knees bent. Incorrect lifting techniques can cause damage or severe back pain. Here are some tips to use when lifting heavy objects.

- Stand close to the object(s); have firm footing and a wide stance.
- Bend your knees to lower yourself and keep your back straight.
- Secure your grip and hold the object(s) close to you.
- Lean back to maintain balance and lift by straightening the knees.
- Keep steady during the lift; do not jerk

- Have a yearly eye exam. If you wear glasses or contacts, make sure the correction is right for computer work.
- Install an anti-glare screen on your monitor.
- Blink more often. It re-wets your eyes to avoid dryness and irritation.
- Stand up and move about, exercising your arms, legs, back, neck, and shoulders frequently
- Break up repetitious work.
- Do an ergonomic assessment of your workstation.
- Call a Health Coach at 1-860-429-3325 for more information on how to maximize ergonomic functioning.



Planning how you are going to achieve a healthy habit is the best way to actually getting the results you want. Use this personal goal diary to plan your healthy changes. Remember... be realistic! Do not set yourself up for failure. Take time to think about each step carefully. Also, make sure you reward yourself with something healthy or positive! Feel free to copy this page for as many personal goals as you want to set for yourself. Soon you will be on your way to a very healthy life. Good Luck!

My personal goal is:

I will accomplish this goal on:

The steps I am going to take to achieve my goal:

1.\_\_\_\_\_

2. \_\_\_\_\_

5. \_\_\_\_\_

3. \_\_\_\_\_

Date Accomplished

|    | rriers |  |
|----|--------|--|
|    |        |  |
| 20 |        |  |

4. \_\_\_\_

The barriers I have to reaching my goal include:

Overcoming Barriers The ways that I can overcome my barriers include:

2.\_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

| 1. – |  |  |
|------|--|--|
|      |  |  |
| 2    |  |  |
| 3 _  |  |  |
|      |  |  |
| 4. – |  |  |
| 5. 🗕 |  |  |
|      |  |  |

I will reward myself for accomplishing my goal by:

1.\_\_\_\_\_