



## APPLICATION FORM

All applications must include the following information. Separate applications must be submitted for each eligible program. **Deadline: June 3, 2019.** Please include this application form with electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).

### PROGRAM INFORMATION

County: Prince William County

Program Title: Let's See You Move! Band & Body

Program Category: Organizational Development

### CONTACT INFORMATION

Name: David Wenzel

Title: Risk & Safety Services Manager

Department: Finance - Risk Management

Telephone: 703-792-6763

Website: \_\_\_\_\_

Email: DWenzel@pwccgov.org

### SIGNATURE OF COUNTY ADMINISTRATOR OR DEPUTY/ASSISTANT COUNTY ADMINISTRATOR

Name: Christopher E. Martino

Title: County Executive

Signature: \_\_\_\_\_

## **Let's See You Move! Band & Body**

Prince William County, Virginia

2019 VACo Achievement Award Category: Organizational Development

**1. Executive Summary:**

Prince William County Safety and Wellness staff launched an initiative to engage county staff in movement through stretching exercises. Recognizing the value of instilling a sense of physical preparedness for the workday, this stretching program was introduced for Safety Month in October 2018. Risk Management and Wellness team members coached County employees in stretching sessions and these employees were encouraged to lead stretching sessions within their own agencies or departments. Prince William County Risk Management created the program and obtained and provided all required materials to participating staff. The success of the program in generating awareness and the ongoing employee engagement has resulted in the program continuing as part of present-day activities.

## **2. Brief Overview of the Program:**

In preparation for the Safety Month 2018 initiative, Prince William County (PWC) Risk Management Safety and Wellness staff brainstormed many ideas to address the problem of sprains and strains. In an effort to create a universal program that can be used by all employees who perform diverse tasks in a variety of work environments - from executive managers in offices to maintenance crews in the field, many ideas were considered. The universal constant was the need for any employee to prepare their body for the potential physical demands they would face for any given task. A program that features prescribed stretches using resistance bands proved to be the optimal choice for County employees.

Stretching and other wellness programs have emerged as a best practice in organizations looking to enhance the overall health of their employees. PWC evaluated many versions of different programs before selecting the stretching exercises recommended for the band and body workouts. Various social marketing techniques helped promote the program to generate awareness and excitement. The blue resistance bands became a highly visible presence in work locations and created “buzz” when introduced. No one could resist trying the exercises using the bands!

All levels of county staff were involved, and champions emerged from several areas:

- The program was first introduced at an executive staff meeting, with all attending directors kicking off the stretches. Many directors then made requests to include the program in departmental all-staff meetings.
- Employees were also involved at the very beginning. Individual employees could request bands for their own groups, and either lead the stretches or have assistance from Risk Management staff demonstrate the stretches.
- Safety committee representatives added their own creative ideas to the challenge, including stretching in Halloween costumes. Parks aquatics groups added underwater stretches to the mix.

**3. Brief Overview of the Program (cont'd):**

- Other key staff were recruited, including public safety fitness trainers, so that stretching could be incorporated into fire and rescue and police recruit and continuing first responder training.

This program is easily adopted by any organization eager to improve the overall health and safety of its employees. Minimal staff and materials are required which allows the program to grow with momentum. Adoption of the program by the many diverse groups found within a county government – from offices to public safety and public works - demonstrates the universal applicability and acceptance of the initiative. Stretching programs can be started without the use of resistance bands or other equipment, although the bands added the extra enthusiasm and visibility to our efforts. Incorporating proven techniques, including the kickoff by management and active employee participation as well as contests, helped to make the program a success.

**3. The Problem or Need for the Program:**

Sprain and strain injuries are a perennial issue that challenge all departments and agencies at Prince William County. Over the last 5 years, there have been 2,691 sprain and strain incidents in the County resulting in 1,343 workers' compensation claims. Those claims have cost the County \$15,993,084. In addition to the cost of medical treatment and lost time, employees experience changes to their bodies and activity restrictions during their recovery. Following investigation and assessment of these injuries, one common factor was observed - physical fitness and conditioning for many was lacking. In order to prevent these injuries, County employees needed an exercise initiative to help them get moving to prepare for the physical demands of their jobs.

**4. Cost of the Program:**

The primary material goal was to place a band with every employee – the bands were the primary cost. The cost per band/per employee has been approximately 87 cents each. Approximately \$4,100 has been spent on bands to date, purchasing just over 4,500 bands. This entire amount is less than the average cost for a single strain/sprain injury!

Cost savings were achieved by purchasing bulk rolls of band material and cutting the bands ourselves. Various staff participated in cutting the bands, including safety staff, restricted duty workers, and public safety early recruits. Approximate time spent cutting 4,500 bands was 18 hours across several weeks. Stretching handouts included the cost of paper and printing. Overall handout costs were managed by printing in black-and-white, and by sharing the information electronically.

Approximately 100 staff hours were spent on preparing and delivering materials, as well as leading multiple stretch sessions across the organization.

**5. The Results/Success of the Program:**

As of March 2019, 2,186 County staff from various departments and agencies have been documented as participating. Many more bands have been distributed to staff in meetings and gatherings that have not been included in that count. Some groups have decided to make stretching a routine and some have even made it a required part of their day. Although it's too early to tell if there has been an impact on claims, there has been an increased awareness about fitness in general. People are getting up, moving and sharing this information with their peers. Staff who conduct physical labor are teaming up to stretch and prepare before their shift instead of jumping into demanding work cold. All the senior management have participated in the program. This has reaffirmed the organizational commitment to employee wellbeing and focused on the greatest resource the county has: its people.

**6. Worthiness of Award:**

Prince William County has endeavored to enhance the safety and wellbeing of its staff to ensure employees can provide the best possible service to County residents. This program was completely conceived in-house and was facilitated by county staff all along the way. So many people have enjoyed themselves leading others to embrace employee wellness. The Prince William County Band and Body program is an easy, universal and adaptable program that has opened the door for wellness programs to do nothing but expand.

**Supplemental Attachments:**

Attachment 1: Let's See You Move Campaign Flyer

Attachment 2: Band & Body Stretch Guide (initial stretches)

Attachment 3: Strain/Sprain Injury Data – 5 Years

Attachment 4: Let's See You Move Participation Report (and motivator!)

Attachment 5: Let's See You Move Participation Tracker



# Safety Month October 2018

## Let's See YOU Move

### What?

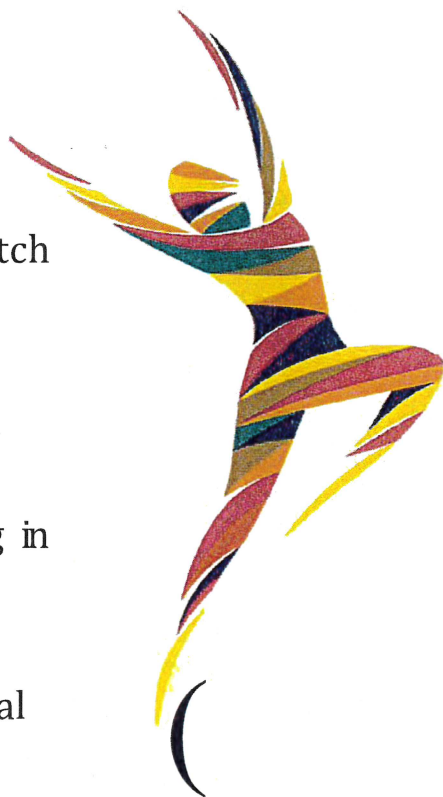
Did you know that stretching can reduce injury by providing a better range of motion, promoting circulation, and improving flexibility?

For the month of October we want to see you move! A simple 5 to 10 minute stretch can save the day. Please join us in our effort to move more and reduce the chance of injury.

### How?

#### You Come To Us

- View the quick stretch guide online at the Movement Page
- **Submit** a photo of a group of 5 or more people participating in stretches
- **Include** your department and total number of people



#### We Go To You

- Having a staff meeting?
- **Email** us! We will come out and stretch with you
- **Include** the date, time, location, and number of people in your request

All emails go to [TalkToRisk@pwcgov.org](mailto:TalkToRisk@pwcgov.org)

The department/agency with the most participation gets bragging rights and featured on PWConnects!



# BAND + BODY

Don't Forget to Move  
all it  
takes is **10 min**

**Make sure you take a minute to warm up before attempting deep stretches**

#1

- Stand on elastic as shown, holding elastic in hands
- Raise shoulders upward towards ears, and roll backwards
- Keep elbows straight
- Slowly return to start position

Repeat: 8-10x's  
Sets: 2

## Shoulder Shrug

#2

- Sling the band over shoulder
- Grab the lower end behind your back with one hand
- With other hand, lift the band up so the hand behind your back move up slowly

Hold: 30 sec  
Repeat: 8-10x's

## Shoulder Rotator Cuff

#3

- Hold the band behind your mid back with elbows and wrist kept straight
- Spread arms apart and further back
- Hold each end until a gentle stretch is felt in the front of your chest

Hold: 8-10 sec  
Repeat: 5-10x's

## Chest

#4

- Stand with feet shoulder-width apart, knees soft abs tight
- Grasp band so hands are slightly wider than shoulder-width apart
- Lift arms just above head, palms facing front
- Extend arms laterally at shoulder height with firm wrists and slightly bent elbows
- Pull shoulders back to expand chest
- Return to start

Repeat: 8-10x's  
Sets: 2-3

## Dorsi/Back

#5

- Place band around top of right foot
- Pull heel up to tailbone (or as close as possible)
- Keep knee point straight down into the ground
- Hold band in right hand
- Point elbow to the sky
- While foot is up, slowly move thigh back behind you
- Hold for 10-15 sec then slowly press your foot into the band to straighten the leg (don't straighten all the way)
- Hold for 5-7 sec then release
- Repeat for 2-3 cycles then switch legs

Hold: 10-15 sec & 5-7 sec  
Repeat: 2-3x's

## Quads

#6

\*instructions are for standing position\*

- Place your right leg out straight while keeping the knee extended
- Place the band around the widest part of foot
- Pull back on band & hold for 10-15 sec
- Push your foot into band for 5-7 sec
- Relax and pull foot back into a new range of motion
- Repeat for 2-3x's before switching to the other foot

Hold: 5-7 sec  
Repeat: 2-3x's

## Ankle

**If you need bands to complete these exercises please email  
TalkToRisk@pwcgov.org**



<b>STRAIN /SPRAIN INJURY: 5-YEAR SUMMARY</b>			
Strain/ Sprain Injuries			
	# Incidents	# Claims	\$
	2,691	1,343	\$ 15,993,084
Strain - Injury Desc	470	287	\$ 2,463,311
Sprain - Injury Desc	485	309	\$ 6,230,556
TOTAL Strain or Sprain	955	596	\$ 8,693,867
% Total	35%	44%	54%

## FY2018

Strain - Injury Desc	75	40	\$ 696,174
Sprain - Injury Desc	138	85	\$ 385,936
TOTAL Strain or Sprain	213	125	\$1,082,110
% Total	35%	44%	66%

## FY2017

Strain - Injury Desc	92	62	\$ 647,889
Sprain - Injury Desc	118	77	\$ 1,042,070
TOTAL Strain or Sprain	210	139	\$ 1,689,959
% Total	36%	50%	73%

## FY2016

Strain - Injury D	122	70	\$ 518,990
Sprain - Injury Desc	94	64	\$ 990,500
TOTAL Strain or Sprain	216	134	\$ 1,509,490
% Total	42%	48%	29%

## FY2015

Strain - Injury Desc	84	58	\$ 346,859
Sprain - Injury Desc	64	38	\$ 3,18,069
TOTAL Strain or Sprain	148	96	\$ 3,531,928
% Total	31%	37%	64%

## FY2014

Strain - Injury Desc	97	57	\$ 253,399
Sprain - Injury Desc	71	45	\$ 626,981
TOTAL Strain or Sprain	168	102	\$ 880,380
% Total	34%	42%	64%



## Safety Month Continues 20191

# Let's See YOU Move

All participation counted is completed as of 1/15/2019 and is a representation of the entirety of the department staff.

Dept. Agency	# of Staff	Participation Completed	Percentage
AAA	41	3	7%
ADC	355	21	6%
BCS	39	2	5%
CCC	52	0	0%
CCT	10	0	0%
CJS	49	39	80%
CMA	49	0	0%
CSB	397	80	13%
DDS	107	91	85%
DIT	88	73	83%
DOT	46	42	91%
DPH	6	1	17%
DPR	283	225	80%
ECD	13	0	0%
FIN	162	165	102%
FRD	767	15	2%
GDC	1	0	0%
HCD	20	1	5%
HRC	5	5	100%
HRM	32	21	66%
JCS	7	0	0%
MGS	5	0	0%
OCA	27	26	96%
OEM	27	20	74%
OMB	11	11	100%
PLC	908	413	45%
PNG	63	26	41%
PSC	106	37	35%
PWD	360	112	31%
PWL	297	266	90%
SHF	97	61	63%
SSD	392	131	33%
VCE	18	15	83%
VRE	122	0	0%

// Risk Management

Safety Month October 2018 - extended



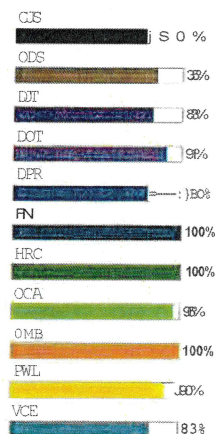
# Let's See YOU Move

A simple 5-to-10 minute stretch can save the day.  
Please join us in our effort to move more and reduce the  
chance of injury.

## WHO's Participating?

Who will have bragging rights for  
the most participation?

### Band & Body Top Departments!



These percentages are based on participation completed by 01.15.2019 and is representative of the number of people in each department.

Don't see your group? Check everyone's participation [here](#).

## The Stretches

See the basic stretches below  
[Printable flyer](#) of the stretches

## HOW to Participate?

### You Come To Us:

Submit photos of your group stretching and  
get credit for your department/agency.

If you would like bands mailed to you in order to participate, please email [TalkToRisk@pwcgov.org](mailto:TalkToRisk@pwcgov.org) and include: your mail code, number of bands needed, and department/agency.

### We Go To You:

**Email us** and we'll come stretch with you.  
**Include:** name, location, number of people,  
and department/agency.

[More info](#)

See Who's Been Moving.  
**Photos here**

(updated 01.15.2019)