

TSET Healthy Incentive Program -- Communities

Criteria for FY 2019

Effective July 1, 2018

Prerequisites:

1) Community has adopted an ordinance that prohibits smoking and the use of tobacco products (including e-cigarettes and vaping devices) on all indoor and outdoor city-owned/operated properties.

(Provide a signed and dated copy of the Ordinance.)

2) Community has resources that promote physical activity and access to fresh fruits and vegetables. (Provide a summary of the resources and their location that are available in your community, i.e.

farmers markets, community gardens, walking trails, parks, etc.)

3) Municipality has an active Worksite Wellness Committee. (Provide a list of employee committee members, scheduled meeting information, committee goals, minutes, etc.)

Bronze		Policy						
City workplace has adopted a Worksite Wellness Policy which includes tobacco, nutrition and physical activity elements as listed in each award level.	P	1 - 10 Employees	11-25 Employees	26 - 100 Employees	100+ Employees	The number of employees determines the number of policy elements required for each award level.		
Tobacco Elements: See attached list of all 10 elements.		10	10	10	10	Municipalities without the ability or authority to offer insurance or benefits may designate elements 7 and 8 as non-applicable.		
Nutrition Elements: See attached list of 19 elements and include a snack pantry option which would abide by elements 1 - 9.		5	8	11	13	Municipalities with 10 or less employees may address elements 1-9 by offering a snack pantry that meets one or more of the nutrition elements required. If no foods or beverages are offered or sold to employees on site, then elements 1-9, 14 and 15 may be designated as non-applicable.		
Physical Activity Elements: See attached list of 14 elements.		6	8	10	12	Municipalities with 10 or less employees may designate physical activity elements 9, 11 and 12 as non-applicable, if there is no feasible way to address each.		
Community Actions Criteria		1 - 4,299 Rural	4,300 - 9,999 Small	10,000 -29,999 Medium	30,000 + Large	OKC & Tulsa	Municipal, city or town population size determines the community actions that must be met.	
Rural municipalities have the option of selecting three (3) community actions to fulfill.		Population categories utilized for all Community Action Criteria					Documentation required for each action:	
All local educational institutions (including primary, secondary, vo-tech/career tech and higher education) have adopted 24/7 Tobacco Free policies for students, faculty, staff, visitors and anyone providing services on school property. This policy must include combustible, vapor and all other tobacco products.	P	X	X	X	X	X	Provide a copy of signed and dated policies for the primary, secondary school districts, all vo-tech, career tech and higher education facilities.	
Community farmers' markets, corner stores and/or grocery stores accept (WIC) Women, Infants and Children, (SNAP) Supplemental Nutrition Assistance Program and Senior Nutrition Vouchers at farmers' markets.		X	X	X	X	X	Provide a list of stores and markets that accept these programs within your community.	
Municipality participates in a local community-wide task force or coalition with community residents involvement and attend at least 25% of the scheduled meetings.		X	X	X	X	X	Provide the list of coalition members, with their affiliation, (highlighting municipality members), along with the agenda and minutes of the past meetings.	
Municipality has a policy that ensures events held on city owned/operated property are tobacco, e-cigarette and vape free, encourage healthy foods and beverages, as well as opportunities for people to access the event on foot, by bicycle or by transit.	P	X	X	X	X	X	Provide copy of the event policy that will be signed by each event organizer prior to the event.	
Community has a minimum of Certified Healthy Businesses (through the Oklahoma Certified Healthy Program) based on community size, certified in the latest certification year.		1	1	5	8	15	Provide a list of the most recent year of Certified Healthy Business awardees in the community.	

Silver (must meet all Bronze level criteria +)		Policy					
City workplace has adopted a Worksite Wellness Policy which includes tobacco, nutrition and physical activity elements as listed in each award level.	P	1 - 10 Employees	11-25 Employees	26 - 100 Employees	100+ Employees	The number of employees is used to determine the number of elements required in the Wellness Policy for each award level.	
Nutrition Elements: See attached list of 19 elements and include a snack pantry option which would abide by elements 1 -9.		8	10	13	19	Municipalities with 10 or less employees may address elements 1-9 by offering a snack pantry that meets one or more of the nutrition elements required. If no foods or beverages are offered or sold to employees on site, then elements 1-9, 14 and 15 may be designated as non-applicable.	
Physical Activity Elements: See attached list of 14 elements.		8	10	12	12	Municipalities with 10 or less employees may designate physical activity elements 9, 11 and 12 as non-applicable, if there is no feasible way to address each.	
Community Actions Criteria		1 - 4,299 Rural	4,300 - 9,999 Small	10,000 -29,999 Medium	30,000 + Large	OKC & Tulsa	Municipal, city or town population size determines the community actions that must be met.
Rural municipalities have the option of selecting four (4) community actions to fulfill.		<i>Population categories utilized for all Community Action Criteria</i>					Documentation required for each action:
Municipality has adopted and implemented enforceable policies, ordinances or legal codes that encourages children and their families to walk, bike and roll to school (i.e. Active Walking School Bus, Safe Routes to School or Bike to School programs).	P	X	X	X	X	X	Provide a copy of the signed and dated policy, ordinance or zoning code.
Municipality has zoning and/or land use to restrict the number of tobacco and vapor outlets near schools and playgrounds.	P	X	X	X	X	X	Provide a copy of the policy that restricts the number and locations and/or density of tobacco retail outlets through the use of the following means: conditional-use permit, zoning, tobacco-retail permits or licenses or direct regulation.
Municipality has an ordinance, land use policy or zoning to promote, expand and protect community garden and Farmer's Market sites, including vacant city-owned land and unused parking lots.	P	X	X	X	X	X	Provide a copy of the signed and dated policy, ordinance or legal code.
Public health advocates and stakeholders are included in community development planning meetings, committee for parks and recreation, community gardens, etc. (Health in all policies).		X	X	X	X	X	Provide the list of community members, with their affiliation, along with the agenda and sign in sheet of those attending.
Community has a minimum of Certified Healthy Congregations (through the Oklahoma Certified Healthy Program) based on community size, that were certified in the last certification year.		1	1	2	3	10	Provide a list of the most recent year of Certified Healthy Congregation awardees in the community.

Gold (Must meet Bronze + Silver) +		Policy					
City workplace has adopted a Worksite Wellness Policy which includes tobacco, nutrition and physical activity elements as listed in each award level.	P	1 - 10 Employees	11-25 Employees	26 - 100 Employees	100+ Employees	The number of employees is used to determine the number of elements required in the Wellness Policy for each award level.	
Nutrition Elements: See attached list of 19 elements and include a snack pantry option which would abide by elements 1-9.		10	12	19	19	Municipalities with 10 or less employees may address elements 1-9 by offering a snack pantry that meets one or more of the nutrition elements required. If no foods or beverages are offered or sold to employees on site, then elements 1-9, 14 and 15 may be designated as non-applicable.	
Physical Activity Elements: See attached list of 14 elements.		10	11	14	14	Municipalities with 10 or less employees may designate physical activity elements 9, 11 and 12 as non-applicable, if there is no feasible way to address each.	
Community Actions Criteria		1 - 4,299 Rural	4,300 - 9,999 Small	10,000 -29,999 Medium	30,000 + Large	OKC & Tulsa	Municipal, city or town population size determines the community actions that must be met.
All requirements must be met by all categories.		<i>Population categories utilized for all Community Action Criteria</i>					Documentation required for each action:
Frequent underage tobacco checks are conducted in the community to identify and discourage illegal selling of tobacco and vapor products to minors and results are made public.		X	X	X	X	X	Provide a copy of the list of compliance checks conducted within the last 6 months. Also provide a copy of the publication notice.
Affordable fresh fruits and vegetables (i.e. grocery stores, farmer's markets, corner stores or community gardens, food co-ops) are available within the community.		X	X	X	X	X	Provide a list of stores and markets that sell fresh fruits and vegetables and include pictures of locations.
Community ensures equal consideration for safety and mobility for all users of all modes of transportation "complete streets" (in planning efforts).	P	X	X	X	X	X	Provide a copy of signed and dated ordinance, zoning code or master plan with highlighted information on complete streets.
The Oklahoma Tobacco Quitline (1-800-Quit-Now) is promoted throughout the community.		X	X	X	X	X	Provide links to websites of city hall, chamber of commerce, businesses, etc., attach copies of fliers, photos of locations, etc.
Community has a minimum of one multi-unit housing complex that has a voluntary policy that designates smoke-free units, including individual balconies, patios and common indoor and outdoor areas, with the 25' buffer.	P	X	X	X	X	X	Provide a copy of the signed and dated policy. Communities that do not have multi-unit housing facilities or are corporately owned (not locally owned) multi-housing facilities are exempt from this criteria.
Community has a minimum of Certified Healthy Early Childhood Programs (through the Oklahoma Certified Healthy Program) based on community size, that were certified in the last certification year.		1	1	1	3	10	Provide a list of the most recent year of Certified Healthy Early Childhood Programs awardees in the community.