



611 Walker Street, 4th Floor,  
Houston, TX 77002  
Phone: 832-393-6000

### Wellness Training Request Form

First Name	Last Name	E-mail	Department	Phone Number
Work Location	Training Location	Number of Attendees	Projector Availability	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Select the type(s) of training(s) you are requesting. Each class is for one hour.

- Cardiovascular (Heart Disease)     
  Blood Pressure     
  In-House Weight Management Program (6 months) \*  
 Diabetes Self Management (10 weeks) \*     
  Chronic Disease Management     
  Virtual Grocery Store

\* LIMIT 25 employees per class

CLASS SIZE REQUIREMENT: Minimum 15 & Maximum of 60 unless indicated

**Please check the preferred times and days for your training. The Wellness team will make every effort to meet your request based on schedule allowance.**

Time Preferred:     
 7 AM     8 AM     9 AM     10 AM     11 AM     12 PM     1 PM     2 PM     3 PM  
 4 PM     5 PM     OTHER

Day Preferred:     
 Monday       Tuesday       Wednesday       Thursday       Friday

Please complete and return this form to:  
[Wconnection@houstontx.gov](mailto:Wconnection@houstontx.gov) or call 832-393-6000

Your form will be reviewed within two weeks of receipt and you will be notified. Thank you for your interest in Health and Wellness.

Be Well,  
  
The Clinical Team

<b>For office use only</b>	
Receipt Date:	<input type="text"/>
Training Date:	<input type="text"/>
Facilitator:	<input type="text"/>
Approval:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Training Time:	<input type="text"/>

The 4 weeks **Cardiovascular Disease (CVD)** series is designed to enhance the knowledge and understanding of cardiovascular disease, the risks associated with developing cardiovascular diseases and the lifestyle modifications like assist in reducing risk for developing CVD. Employees must attend all 4 classes in order to obtain 90% credit in the Win for Life Wellness Program.

The **Blood Pressure Management** 4-week series is designed to create awareness of pre-hypertension and hypertension among City of Houston employees and reinforce the importance of pharmacotherapy and lifestyle management. Employees must attend all 4 classes in order to obtain 90% credit in the Win for Life Wellness Program.

The **In-House Weight Management Program** is a 12 session series over six months to provide a platform for employees who are overweight or have obesity to find techniques to increase chances of long-term success in weight management. This lifestyle program emphasizes self-monitoring of food intake and physical activity, building employee self efficacy and support to maintain lifestyle changes. Employees will learn skills to overcome common challenges with weight loss, physical activity and healthy eating. Employees must attend 9 sessions in order to obtain 90% credit in the Win for Life Wellness Program.

The **Diabetes Self-Management Education (DSME)** is a 10 week series that is based on the AADE7 self-care behaviors. The program is designed for employees who have pre-diabetes, diabetes or at risk for developing diabetes. Sessions meet for 1 hour once per week and discuss topics such as understanding the pathophysiology of diabetes, nutritional considerations, types of and amounts of recommended physical activity and reducing risks of complications associated with diabetes to name a few. Employees must attend 7 out of the 10 sessions in order to obtain 90% credit in the Win for Life Wellness Program. Follow-up sessions at 3, 6 and 12 months for participants is recommended after completion of the series. The Wellness team recommends group size to be 25 employees or less.

The **Chronic Disease Self-Management (CDSM)** 4-part series is designed to educate employees on the necessary tools for managing any chronic condition. The series for example, addresses topics like healthy eating, physical activity, sleep hygiene & improving communication skills with family, friends and their healthcare providers. The goal of CDSM is to empower employees with knowledge about managing any chronic condition as well as a forum to practice skills like action planning and role playing effective communication styles. Employees with or without a chronic condition will benefit from engaging in self-care education that aims to build a personalized tool kit of skills to improve their quality of life.

The **Virtual Grocery Store Tour** is a three part series for credit, under option C. Each class is one hour over 3 weeks and employees must attend all 3 classes to earn their 90% credit towards their medical rate discount. Topic include: what foods to shop for (i.e. what are healthier cuts of meats, conventional versus organic), watch out for pitfalls and finding healthier alternative (i.e. label reading, hidden sugar in foods and beverages) and eating on a budget (i.e. 8 tips to eat healthier on a budget). This is an interactive and informative class for all.