

You CAN start today!

Steps you can take *now* to better prepare your workplace

- Promote smoking cessation programs (use the free Delaware Quitline/Quitnet resources, American Cancer Society, CEO Gold Standard or from a benefits wellness program).
- Create a smoke-free workplace or expand smoke-free workplace to include outside areas.
- Hold a “lunch and learn” session or health fair featuring the topic of cancer risk reduction/risk assessment.
- Provide information on cancer screenings, either through a benefits meeting, in a newsletter, email updates, or statement stuffers (see workingwithcancer.org for templates).
- Offer healthy options in vending machines or cafeteria.
- Review your long and short term disability benefits.
- Prepare human resources professionals or benefits managers to be ready to answer appropriate questions and know where to review the laws.

Explore adding onto the basic steps

- Explore paid leave exchanges between employees.
- Explore providing unpaid leave if paid time off is exceeded.
- Explore insurance based case management.

More Information Online at:

www.workingwithcancer.org

- A searchable database of Delaware resources for cancer care
- *Manager’s Resource Pods* - Web based presentations on how to handle a cancer diagnosis in the workplace from an employer/HR standpoint and how to proactively prepare your workplace
- Videos highlighting local cancer resources for employees
- Direct link to the CEO Gold Standard website
- Information on how to contact a free coach who can guide you through your workplace specifics.