

**The Institution of Occupational Safety and Health**  
**Tailored Health and Safety Training – Syllabus**

**Fondation Net-**

**Care.CH:**

**Workplace Health**

**Promotion Facilitator**

**(GPSe) Training**

**Programme**

# **Outline syllabus: Workplace Health Promotion Facilitator (GPSe) Training Programme**

## **Tailored Health and Safety Training – Syllabus**

### **Introduction**

The Workplace Health Promotion Facilitator is a vital individual in the development, planning, implementation and evaluation of a workplace health promotion programme and in the development and sustaining of a culture at work that promotes good mental and physical health. The Workplace Health Promotion Facilitator achieves this through effective communications, facilitation, being a role model, and actively promoting health at work. This five-day training programme and its accompanying assignments is designed to initiate and strengthen this capacity.

### **Goal:**

The goal of the Workplace Health Promotion Facilitator Training Programme is that the participant will have the knowledge and skills to assist and influence the development and implementation of a workplace health promotion programme leading to a culture at work that promotes good mental and physical health.

### **Learning objectives**

On successful completion of the course, participants will have the required knowledge, skills and information to:

1. Verbally define the role of the Workplace Health Promotion Facilitator.
2. Describe how values related to stress, heart disease, diabetes and addictions impact on health.
3. Link their knowledge of two non-communicable diseases as well as stress and addictions with selected audit questions.
4. Verbally describe how the issues of adequate nutrition and participating in regular exercise impact on health.
5. Explain the link between musculoskeletal disease and stress.
6. List three negative impacts of the lack of adequate sleep.
7. Describe what management should do at a policy level to address addictions.
8. Actively demonstrate the process of developing and presenting key messages for both motivating employees as well as getting buy in from senior management.
9. Construct a written mission / vision policy statement for a fictitious company.
10. Describe the construction of a skeleton of a proposal to allow top management to consider the merits of implementing a workplace health promotion programme.

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### **Participant prerequisites**

- Completion of a designated (confidential) health audit prior to the course

### **Who should attend?**

The target audience for this training programme is the person wishing to become a Workplace Health Promotion Facilitator. Both employees and management may attend.

### **Duration**

Five days which consist of an initial three days followed by two additional days (approximately 30 days later). During the gap between the two segments participants will be asked to complete a gap assignment.

### **Programme**

- Pre-test and introduction
- The role and responsibilities of the Workplace Health Promotion Facilitator
- Defining Workplace Health Promotion and the role of the facilitator
- The impact on health of workplace health audit values related to nutrition, exercise, stress, heart disease, diabetes and addictions
- Understanding stress at work
- The importance of regular exercise
- The importance of adequate nutrition
- Understanding sleep and its relation to health
- Addictive behaviour
- The Gap Assignment
- Effective communications and key messages
- Developing information and awareness raising tools.
- Presentation skills
- Developing mission / vision statements
- Adjusting policy to include workplace health promotion
- Post-test and concluding remarks
- Evaluation

### **Certification**

A completion certificate is awarded to all those who attend the course and successfully complete the written and practical assessments through the (UK) Institution of Occupational Safety and Health.

Understanding of the course material is evaluated by means of a 30-minute written assessment paper, including 15 multi-format questions, and a practical assessment, e.g. carrying out a workplace health promotion interview, recording its findings and recommending programmatic activity based on its findings.

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### **Approval criteria for course providers**

A suitably qualified person should deliver or supervise the course and will normally be:

- a Registered Safety Practitioner (MIOSH, RSP or FIOSH, RSP) for a senior-level training course.
- a Member, Fellow or Technician Safety Practitioner (MIOSH, FIOSH or TechSP) for a management-level training course.
- a Member or Technician Safety Practitioner (MIOSH or TechSP) for a basic-level training course.

It is the responsibility of the course provider to ensure that suitable tutors are used.