Epic Wellness Planning Kit

How to Use the Kit:

This planning kit is intended to help you plan fun wellness activities in your Department during the five week period from October 16 – November 17. There is a Sample Weekly Plan for each of the weeks. Each week has a theme and a list of suggested related activities. You can implement any of the suggested activities, or develop your own to match the theme. You will see suggestions for both Department-led activities (many with website resources) and for Vanderbilt Resources available to your Department during this time. The Vanderbilt Resource contacts (listed on the last page) are also available for consultation and assistance in planning Department-led activities.

We hope this Kit helps make organizing activities during this time easier and more enjoyable. We recommend spreading the love by having multiple planners! Happy planning!
<table>
<thead>
<tr>
<th>Theme Week</th>
<th>Department-led Activities</th>
<th>Health &amp; Wellness Resources</th>
<th>Touchstone Resources</th>
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<tbody>
<tr>
<td><strong>Week 1</strong></td>
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| 10/16-10/22 | • Yogurt Parfait Bar - encourage staff to each contribute one ingredient  
               • Selfie Station with Sweet Shop printables: Gummy Bears Donuts  
               • Boardgame/Puzzle Time – Candyland, 1000 piece Puzzle of a sweet picture  
               • DIY Sugar Scrub - encourage staff to each contribute one ingredient  | • **Core Nutrition**  
“Satisfy My Sweet Tooth”  
• Recipe Cards as giveaways  
• Stress Fruits as giveaways  | • **Mindfulness Videos**  
• Wellness Nursing Rounds – These will occur regularly on weekdays, evenings and weekends.  
• **Affirmation Service**  
“Love” - contact mary.b.duke.1@vanderbilt.edu |
| **Week 2** |                           |                             |                      |
| 10/23-10/29 | • Oatmeal Bar - encourage staff to each contribute one ingredient  
               • “Hiking” Contest with prizes – most steps taken this week  
               • Farmer’s Market Pumpkin Carving Contest! vanderbilt/pumpkincarving  
               • DIY Bird Feeder – encourage staff to each contribute one material  | • **Mindful Break**  
~nature sounds~  
• Pedometers for “Hiking Contest”  
• Lip Balm as giveaways  | • Recreational Music Making – contact Work Life Connections for activity ideas margie.n.gale@vanderbilt.edu  
• Wellness Nursing Rounds – These will occur regularly on weekdays,  
• **Affirmation Service**  
“Harmony” - contact mary.b.duke.1@vanderbilt.edu |
<table>
<thead>
<tr>
<th>Week 3</th>
<th>10/30-11/5</th>
<th>Blast off!</th>
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<tbody>
<tr>
<td></td>
<td>Refueling Docking Station - encourage staff to contribute one <strong>healthy snack</strong></td>
<td>Pedometers for 10,000 steps for Wellbeing</td>
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<td>One small step for Mankind or 10,000 steps for Wellbeing - take 10,000 steps a day this week</td>
<td><strong>Mindful Break</strong> <del>moonlight music</del></td>
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<td>Space Out Station - dedicated room for a day to step into and relax! Play relaxing music. Post <strong>resilience tips</strong>.</td>
<td><strong>Stress Fruits as giveaways</strong></td>
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<td><strong>Moonwalk</strong> Dance-off with prizes!</td>
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<td>Coloring Pages for Adults: <strong>Sun Stars</strong></td>
<td><strong>Chill Skill Video:</strong> <em>Fall Back</em> (Daylight Saving Time is 11/5)</td>
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<td><strong>Knock-knock Joke</strong> Day 10/31</td>
<td><strong>Wellness Nursing Rounds</strong> – These will occur regularly on weekdays, evenings and weekends.</td>
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<td><strong>Affirmation Service</strong> “Dream” - contact <a href="mailto:mary.b.duke.1@vanderbilt.edu">mary.b.duke.1@vanderbilt.edu</a></td>
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<th>Week 4</th>
<th>11/6-11/12</th>
<th>Energy Up!</th>
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<tr>
<td></td>
<td>Trail Mix Bar - encourage staff to each contribute one ingredient</td>
<td><strong>Core Nutrition</strong> “Foods to Fuel”</td>
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<td>Hula Hoop Contest with prizes: longest time, most</td>
<td><strong>“Hold the Stuffing” Contest Initial Weigh-in</strong></td>
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<td><strong>Recreational Music Making</strong> - contact Work Life Connections for activity ideas</td>
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<tr>
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<td><strong>Affirmation Service</strong> “Inspire” - contact <a href="mailto:mary.b.duke.1@vanderbilt.edu">mary.b.duke.1@vanderbilt.edu</a></td>
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| Week 5 11/13-11/17 Life’s a Beach! | • DIY Fruit Kebabs - encourage staff to each contribute one ingredient  
• Nachos Bar - encourage staff to each contribute one ingredient  
• Infused Water Station  
• Beach “Volleyball” Tournament: longest time to hit a beach ball around the room before it touches furniture or the ground  
• DIY Lei Making  
• Coloring Pages for Adults: Dolphins, Fish & Jellyfish  
• Unit Superlative Awards | • Mindful Break ~water sounds~  
• Lip Balm as giveaways  
• Recipe Cards as giveaways  
• Stress Bananas as giveaways | • Recreational Music Making - contact Work Life Connections for activity ideas  
• Mindfulness Videos  
• Wellness Nursing Rounds – These will occur regularly on weekdays, evenings and weekends. | • Affirmation Service “Friends” - contact mary.b.duke.1@vanderbilt.edu |
Health & Wellness Resources:

Health Plus* – For scheduling Health Plus-led activities or for consultation or assistance in organizing Department-led activities contact Bridgette Butler, bridgette.butler@vanderbilt.edu or 2-6689.

Work Life Connections - For consultation or assistance in organizing Department-led activities contact Margie Gale, margie.n.gale@Vanderbilt.Edu or 6-1327.

Touchstone Resource:

Affirmation Service – For scheduling or for consultation or assistance in organizing Department-led activities contact Beth Duke, mary.b.duke.1@vanderbilt.edu or 3-3535.

- A service of affirmation including words of appreciation and stones inscribed with inspirational words. Facilitates and honors the integration of soul and work role.
  - Available (as staffing permits) Monday – Friday 6:30 am – 10:00 pm

*Some Health & Wellness resources will be limited due to staffing schedules and supplies. We may be able to accommodate evening and weekend requests as staffing permits.

Core Nutrition – Departments may schedule 1 over this 5 week period until our staffing schedule is full. Any additional requests will be held and filled as scheduling permits.

Mindful Breaks – Departments may schedule 2 over this 5 week period until our staffing schedule is full. Any additional requests will be held and filled as scheduling permits.

Pedometers – A maximum of 20 pedometers can be given to each Department while supplies last.

Stress Fruits – A maximum of 20 Stress Fruits can be given to each Department while supplies last.