Welcome to the ACT Online Employee Health and Wellbeing Survey.

This survey asks you about eating, hydration, physical activity, time spent sitting, alcohol consumption, smoking habits and emotional wellbeing, and will take you approximately 10 – 15 minutes to complete. On completion of the survey, you will be provided feedback on your current health and wellbeing.

In addition, this survey provides an opportunity for you to comment on the types of health and wellbeing initiatives you would like to see implemented at your workplace. Please note that selection of a particular initiative within this survey will not guarantee that the initiative will be implemented at your workplace. However, your selections and comments will be considered by your workplace in the planning of health and wellbeing programs.

Your responses to this survey, along with those of your colleagues, will be used to create a report for your workplace on the health and wellbeing of your organisation. This report will not include individual information. It will be used by your workplace to identify its broad health needs and opportunities for supporting health and wellbeing.

Your participation in this survey is voluntary, but we encourage you to participate to not only inform your workplace, but to provide you with important information on your current health and wellbeing. Your employment will not be jeopardised if you choose not to participate in the survey.

As the host of this survey, the ACT Government takes your confidentiality very seriously. The following steps have been put in place to ensure confidentiality is maintained:

- The survey does not request your name, email address, postal address or any other identifying information.
- All information collected will be treated as private and confidential, in accordance with current privacy legislation.
- Your individual feedback will only be seen by you.

This survey is supported by Healthier Work at Access Canberra in the Chief Minister, Treasury and Economic Development Directorate. For further information on the survey and support on workplace health and wellbeing, please contact Healthier Work (telephone: (02) 6207 3000; email: healthierwork@act.gov.au; website: www.healthierwork.act.gov.au).

This survey has received ethical approval from ACT Health’s Human Research Ethics Committee (HREC). You can contact the Ethics Secretariat with any concerns or complaints regarding the way the survey is being conducted (telephone: (02) 6205 0846; email: acthealth-hrec@act.gov.au).

The non-identifiable information collected through this survey may also be used by the ACT Government in future research on workplace health issues. Should this data be requested for any other use or by any other party, its release will be subject to ethical approval from ACT Health’s HREC.
General:

Welcome, and thanks for taking the time to fill out the survey.
Surveys will automatically reset after inactivity of 5 minutes to protect your privacy.

Age:

Sex:

Weight (estimate): kilograms or pounds

Height (estimate): centimetres or feed and inches

Your weight and height estimates will be used to calculate your Body Mass Index (BMI), which is one basic indicator of health status.

Smoking:

1. Do you smoke? ○ Yes ○ No (if ‘no’, skip to question 4)

1a. When you wake up each day, how soon do you smoke your first cigarette?
○ More than 60 minutes ○ 31 - 60 minutes ○ 5 - 30 minutes ○ Less than 5 minutes

1b. How many cigarettes do you smoke on a typical day?
○ 10 or less ○ 11 to 20 ○ 21 to 30 ○ More than 30

2. On a scale of 1 to 5, how would you rate your knowledge and understanding of the impact of smoking on your health?

3. Please indicate your readiness to make changes to your current smoking habits.

3a. On a scale of 1 to 10, how important is it to you to make changes or improvements to your smoking at this time?
3b. On a scale of 1 to 10, how confident are you that you are able to make long term changes or improvements to your smoking at this time?

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3c. What sort of initiatives would you be interested in undertaking (or having access to) in order to make changes or improvements to your smoking at this point in time?
- Education pamphlets and posters
- Presentations and seminars on smoking cessation
- Information on Quitline and other smoking cessation organisations
- Group sessions on smoking cessation
- Access to Nicotine Replacement Therapy
- Other
- None (If 'none', skip to question 4)

3d. When would you be most interested in participating in such initiatives?
- Before work
- After work
- During lunch
- In work time where practical or feasible
- On non-work days

Healthy Eating and Hydration:

1 serve of fruit = a medium sized apple/orange/banana, 2 apricots/kiwi fruit or 1/2 cup tinned fruit.
1 serve of vegetable = 1/2 cup cooked vegetables or 1 cup salad vegetables.

4. How many serves of vegetables (including fresh, frozen and tinned vegetables) do you usually eat each day?
- One serve
- Two serves
- Three serves
- Four serves
- Five serves
- Six or more serves
- Don’t eat vegetables

5. How many serves of fruit (including fresh, frozen and tinned fruit) do you eat each day?
- One serve
- Two serves
- Three or more serves
- Don’t eat fruit

6. How many days of the week do you usually eat foods that are high in fat, salt or sugar (such as deep fried foods, hot chips, pies, pastries, chocolates, lollies, crisps etc). Do not count days when these foods make up a small amount of your total food intake such as a biscuit for morning tea or a mini chocolate after lunch.
- None
- One day
- Two days
- Three days
- Four days
- Five days
- Six days
- Seven days

6a. During work hours, how many days of the week do you usually eat foods that are high in fat, salt or sugar (such as deep fried foods, hot chips, pies, pastries, chocolates, lollies, crisps etc)? Do not count days when these foods make up a small amount of your total food intake during work hours such as a biscuit for morning tea or a mini chocolate after lunch.
- None
- Four days
- One day
- Five days
- Two days
- Six days
- Three days
- Seven days
6b. **During work hours**, why do you eat these foods (see question 6) instead of a healthier option?

- Cheaper
- More convenient
- Tastes better/good
- Availability
- The hours I work
- Makes me feel better when I am stressed
- Access to vending machines
- I don't know how to prepare a healthy meal to take to work
- Lack of access to a kitchen/food preparation facilities
- Food provided at workplace celebrations, e.g. birthdays

7. On average, how many glasses (250ml) of plain drinking water do you consume each day?

- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8+

8. On a scale of 1 to 5, how would you rate your knowledge and understanding of healthy eating and drinking (non-alcoholic) and its impact of your health?

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<td>Excellent knowledge / understanding</td>
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9. Please indicate your readiness to make changes to consume healthier foods and drinks (non-alcoholic) at this time?

- I do not want to make any changes at this point in time
- I cannot make any changes at this point in time
- I may make changes at this point in time
- I will make changes at this point in time
- I am currently making changes
- I have made changes and maintained these changes for 3 months or more
- I think the foods and drinks that I currently consume are healthy (If selected, skip to question 10)

9a. On a scale of 1 to 10, how important is it to you to make changes or improvements to consume healthier foods and drinks (non-alcoholic) at this time?

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<td>Very important</td>
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9b. On a scale of 1 to 10, how confident are you that you are able to make long term changes or improvements to consume healthier foods and drinks (non-alcoholic) at this time?

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<td>Very confident</td>
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9c. What sort of initiatives would you be interested in undertaking (or having access to) in order to make changes or improvements to the foods and drinks you consume at this point in time?

- Education pamphlets and posters
- Presentations and seminars on diet and nutrition – benefits and recommendations for healthy eating
- Access to computer based programs to track your progress
- Healthy food initiatives in the canteen/vending machines
- Demonstrations on how to shop for and prepare healthy meals and snacks
- Information or talks on buying health food on a budget
- Planning for healthy eating
- Healthy recipe exchange
- Better access to fresh drinking water
- Having fresh fruit and vegetables supplied at work
- Referral to a healthy eating coach
- Other
- None (If 'none', skips to question 10)

9d. When would you be most interested in participating in such initiatives?

- Before work
- After work
- During lunch
- In work time where practical or feasible
- On non-work days

Alcohol:

10. How often do you have a drink containing alcohol?

- Never
- Monthly or less
- Weekly or less
- 2 to 3 times a week
- 4 or more times a week

If 'never', skip to question 13

10a. How many standard drinks (see the standard drinks guide - http://www.nhmrc.gov.au/your_health/healthy/alcohol/index.htm#sta) do you have on a typical day when you are drinking?

- 1 to 2
- 3 to 4
- 5 or more

10b. On any single occasion do you ever consume 5 or more standard drinks?

- Yes
- No

11. On a scale of 1 to 5, how would you rate your knowledge and understanding of the impact of alcohol consumption on your health?

1

2

3

4

5

Excellent knowledge / understanding

No knowledge / understanding

12. Please indicate your readiness to make changes to your level of alcohol consumption at this time?

- I do not want to make any changes at this point in time
- I cannot make any changes at this point in time
- I may make changes at this point in time
- I will make changes at this point in time
- I am currently making changes
- I have made changes and maintained these changes for 3 months or more
- I think my current levels alcohol consumption are acceptable (If selected, skip to question 13)
12a. On a scale of 1 to 10, how important is it to you to make changes or improvements to your level of alcohol consumption at this time?

1 2 3 4 5 6 7 8 9 10
Not important Very important

12b. On a scale of 1 to 10, how confident are you that you are able to make long term changes or improvements to your level of alcohol consumption at this time?

1 2 3 4 5 6 7 8 9 10
Not confident Very confident

12c. What sort of initiatives would you be interested in undertaking (or having access to) in order make changes or improvements to your level of alcohol consumption at this point in time?
- Education pamphlets and posters
- Presentations and seminars on alcohol consumption
- Further information on alcohol support services
- Responsible alcohol policies at work
- Other
- None (If 'none', skip to question 13)

12d. When would you be most interested in participating in such initiatives?
- Before work
- After work
- During lunch
- In work time where practical or feasible
- On non-work days

Physical Activity:

13. How many times a week do you usually do:

13a. 20 minutes or more of vigorous-intensity physical activity that makes you sweat or puff and pant, and talking in full sentences between breaths is difficult? (e.g. heavy lifting, digging, jogging, aerobics or fast bicycling)

0 1 2 3 4 5 6 7+ times

13b. 30 minutes or more of brisk (moderate-intensity) walking? (e.g. walking from place to place for exercise or recreation) Three 10 minute sessions (or two 15 minute sessions) count as one 30 minute session.

0 1 2 3 4 5 6 7+ times

13c. 30 minutes or more of OTHER moderate-intensity physical activity that increases your heart rate or makes you breathe harder than normal and you are still able to talk but not sing? (e.g. carrying light loads, bicycling at a regular pace or doubles tennis) Three 10 minute sessions (or two 15 minute sessions) count as one 30 minute session.

0 1 2 3 4 5 6 7+ times

14. How much of your total activity occurs in work time? (Work time includes travelling to and from work)
- None
- Some
- Most
- All
15. Indicate reasons why you think you are NOT being more physically active during work hours. (please tick all that apply)
   - Too tired
   - Not enough time
   - Lack of facilities
   - Shift work, especially nights, or overtime
   - Out on the road most of the time
   - Not encouraged to
   - No shower facilities
   - Not motivated
   - Not enough flexible time in work hours
   - Health issues
   - I am already active enough
   - I sit during most of my work day

16. On a scale of 1 to 5, how would you rate your knowledge and understanding of the impact of physical activity on your health?

1    2    3    4    5
No knowledge / understanding

17. Please indicate your readiness to make changes to your level of physical activity at this time.
   - I do not want to make any changes at this point in time
   - I cannot make any changes at this point in time
   - I may make changes at this point in time
   - I will make changes at this point in time
   - I am currently making changes
   - I have made changes and maintained these changes for 3 months or more
   - I think my current levels of physical activity are sufficient (if selected, skip to question 18)

17a. On a scale of 1 to 10, how important is it to you to make changes or improvements to your level of physical activity at this time?

1  2  3  4  5  6  7  8  9  10
Not important

17b. On a scale of 1 to 10, how confident are you that you are able to make long term changes or improvements to your level of physical activity at this time?

1  2  3  4  5  6  7  8  9  10
Not confident
17c. What sort of initiatives would you be interested in undertaking (or having access to) in order to make changes or improvements to you level of physical activity at this point in time?

- Education pamphlets and posters
- Presentations and seminars on exercise and physical activity – benefits and recommendations
- Participation in walking groups
- Participation in yoga, Pilates or other exercise groups
- Riding/walking to work initiatives
- Access to computer based programs to track your progress
- Flexible time to participate in exercise before, during (e.g. lunch) or after work
- Facilities to support physical activity at work (e.g. showers, lockers)
- Information on local groups or venues for physical activity (e.g. gyms, community centres)
- Receiving tips on exercise via email / newsletters
- Prompts to be active e.g. poster to take the stairs rather than the lift
- Other
- None (If ‘none’, skip to question 18)

17d. When would you be most interested in participating in such initiatives?

- Before work
- After work
- During lunch
- In work time where practical or feasible
- On non-work days

**Time Spent Sitting**

18. We would like to know more about the time you spend sitting in a typical work day.

18a. Please estimate the number of hours that you spend at your workplace on a typical day.

- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- more than 9

18b. Please estimate the number of hours that you spend sitting at your workplace, including during meal and snack breaks on a typical day.

- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- more than 9

18c. How many times on a typical day while at your workplace, do you interrupt your sitting? E.g. by standing up, walking somewhere of getting a drink.

- 5 times or less
- 6 – 10 times
- 11 – 20 times
- more than 20 times
**Emotional Wellbeing:**

19. The next ten questions are about how you have been feeling in the past 4 weeks.

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<th>None of the time</th>
<th>A little of the time</th>
<th>Some of the time</th>
<th>Most of the time</th>
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<tbody>
<tr>
<td>In the past four weeks, about how often did you feel tired out for no good reason?</td>
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<td>In the past four weeks, about how often did you feel nervous?</td>
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<td>In the past four weeks, about how often did you feel so nervous that nothing could calm you down?</td>
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<td>In the past four weeks, about how often did you feel hopeless?</td>
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<td>In the past four weeks, about how often did you feel restless or fidgety?</td>
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<td>In the past four weeks, about how often did you feel so restless you could not sit still?</td>
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<td>In the past four weeks, about how often did you feel depressed?</td>
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<td>In the past four weeks, about how often did you feel that everything was an effort?</td>
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<td>In the past four weeks, about how often did you feel so sad that nothing could cheer you up?</td>
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<td>In the past four weeks, about how often did you feel worthless?</td>
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20. On a scale of 1 to 5, how would you rate your knowledge and understanding of the impact of mental health and wellbeing on your health?

21. Please indicate your readiness to make changes to your mental health and wellbeing at this time?
   - I do not want to make any changes at this point in time
   - I cannot make any changes at this point in time
   - I may make changes at this point in time
   - I will make changes at this point in time
   - I am currently making changes
   - I have made changes and maintained these changes for 3 months or more
   - I think my current mental health and wellbeing is acceptable (If selected, skips to question 21)

20a. On a scale of 1 to 10, how important is it to you to make changes or improvements to your mental health and wellbeing at this time?

20b. On a scale of 1 to 10, how confident are you that you are able to make long term changes or improvements to your mental health and wellbeing at this time?

20c. What sort of initiatives would you be interested in undertaking (or having access to) in order to make changes or improvements to your mental health and wellbeing at this point in time?
   - Education pamphlets and posters
   - Presentations and seminars on mental health and wellbeing including stress management, relaxation, time management, depression, financial management
   - Information on stress management and relaxation techniques
   - Receiving tips via email / newsletters
   - Whole of workplace initiatives aimed at improving the organisational culture
   - Access to an Employee Assistance Program
   - Information on how to communicate with/support colleagues with mental health issues
   - Information on how to manage conflict in the workplace
   - Further information on mental health and wellbeing support services
   - Other
   - None (If 'none', skip to question 21)

20d. When would you be most interested in participating in such initiatives?
   - Before work
   - After work
   - During lunch
   - In work time where practical or feasible
   - On non-work days
Other:

Other Topics

22. What other health and wellbeing topics would you be interested in learning about?
   - Preventing chronic disease (i.e. a disease or condition that lasts for a long time or for life e.g. type 2 diabetes, arthritis, cardiovascular disease, chronic obstructive pulmonary disease)
   - Back care
   - Men’s health
   - Women’s health
   - Family health
   - Health tips for shift workers
   - Starting exercise
   - Depression and anxiety
   - Work/life balance
   - Other
   - None

Frequency and Timing of Initiatives

23. How frequently would you be willing to participate in the initiatives that interest you?
   - Daily
   - 2 - 3 times per week
   - Weekly
   - Fortnightly
   - Monthly
   - I am not interested in participating in such initiatives (If selected, survey completed)

24. Would you be willing to pay a small amount towards the cost of participating in initiatives that interest you?
   - Yes
   - No (If ‘no’, survey completed)

23a. Please indicate how much you would be willing to pay up to (per session).
   - Up to $5
   - Up to $10
   - Up to $15
   - Up to $20
   - Over $20

End of survey.