



# Achievement Levels

## *Frequently Asked Questions*

### **What are the Working for a Healthier Tennessee Achievement Levels?**

- There are four Achievement Levels: Bronze, Silver, Gold and Platinum.

### **What does each Achievement Level represent?**

- See [graphic](#) for description of each Achievement Level.

### **Do the Achievement Levels “reset” each year?**

- Yes, therefore, you can try to reach the Gold Achievement Level every fiscal year. (As a reminder, the fiscal year starts July 1 and ends June 30.)

### **What happened to the Wellness Warriors Award (a.k.a. the Overall Award)?**

- Based on your feedback, we noticed the desire to compete against other agencies has diminished. Therefore, this Achievement Level recognition system will not have agencies competing head to head. Instead, agencies will compete with themselves, and their employees will work together to try to obtain a Platinum, Gold, Silver or Bronze Achievement Level.

### **What happened to the Monthly Activity Planner?**

- WFHTN has transitioned to a [Quarterly Activity List](#), which is similar to the previous Monthly Activity Planners.
- The Quarterly Activity List will provide ideas for each focus area.
- The expectation is not to complete all activities listed, but rather to focus on offering a variety of quality wellness activities by communicating, engaging and inspiring change within your agency.

### **Are agencies eligible to reach an Achievement Level if they don’t complete activities in every quarter?**

- If a Wellness Council completes activities at the beginning of a fiscal year (starting July 1) and continues through the end of the fiscal year (June 30), they are eligible to reach an Achievement Level.
- If a Wellness Council only completes activities after Quarter 1 (July-September) of the fiscal year, they are eligible for other awards, but not an Achievement Level.



### **Do we need to complete activities in the same focus area(s) each quarter?**

- We encourage you to offer a variety of wellness activities from each focus area (Wellness Council, Physical Activity, Healthy Eating and Well-Being).
- See [graphic](#) for the specific goals required for each Achievement Level.

### **What if we complete activities in only two focus areas in one quarter, but complete activities in three focus areas in the other quarters?**

- You will only be eligible for the Bronze Achievement Level. (See [graphic](#) for the specific goals required for each Achievement Level.)

### **Can my agency meet all our Achievement Level goals at once?**

- No. There are specific goals that need to be met during each quarter to be eligible for an Achievement Level.

### **Will my agency be able to “make-up” goals during the year?**

- No, but keep in mind your agency *will* still be eligible for other awards!

### **What’s the difference between “Engage” and “Inspire Change”?**

- Activities in the “Engage” column are meant to involve/invite others to join. Activities in the “Inspire Change” column are meant to encourage people to take action.
- The WFHTN team realizes there is some gray area between these categories. If you have questions about where an activity fits, reach out to your Wellness Coordinator. The WFHTN team will collaborate regularly about this topic.

### **How much participation is needed? If I plan something but no one shows up, will I receive credit?**

- WFHTN recognizes that you cannot control whether employees participate in an activity; therefore you will receive credit for planning and promoting activities.

### **How should my agency track our goals to achieve a WFHTN Achievement Level?**

- The WFHTN team has created several [planning and tracking options](#), including an Excel spreadsheet, Word document or fillable PDF, that you can choose to track your quarterly activities.
- You can also highlight completed activities on the Quarterly Activity List.
- If another way works better for you, that’s fine! Your WFHTN Wellness Coordinator can always assist you with tracking.



WFHT.TN@tn.gov



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**Do any items have to be turned in to my WFHTN Wellness Coordinator to “count” for my agency?**

- You should work with your assigned Wellness Coordinator to determine the best tracking system for your department. She can assist with tracking your wellness programming each quarter. An Excel spreadsheet, Word document or fillable PDF tracker is [available on our website](#).