



## Spring into Health! Workplace Wellness Series

A weekly workplace wellness series created for the  
National Network of Libraries of Medicine.

Easily customizable for your library!



### *How?*

*Customize each information byte.*

*Distribute to your staff on a weekly basis.*

This program was created as a model workplace wellness program for librarians. Inspired by ALA's workplace wellness initiative, two NN/LM coordinators set out to create a workplace wellness "information byte" series which libraries can adapt for their own uses. Five different healthy workplace information bytes were developed for weekly distribution to all NN/LM staff throughout the country. This series is being developed into a table talk to be offered at regional library systems and conferences.

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## Nutrition

One of the very nicest things about life is the way we must regularly stop whatever it is we are doing and devote our attention to eating. ~Luciano Pavarotti and William Wright, *Pavarotti, My Own Story*

One of my favorite parts of spring weather is the availability of fresh fruits and vegetables. On the drive home from work I pass at least three fruit and vegetable stands, and close by my house is a seasonal market that sells vegetables from the working family farm the market is on. It's a little easier to eat healthy when there is a plethora of tasty choices surrounding us.



MedlinePlus has an entire section of health topics related to Food and Nutrition <http://www.nlm.nih.gov/medlineplus/foodandnutrition.html> My choices of topics for making sure that you are getting the right kind of nutrition include:

- Drinking Water <http://www.nlm.nih.gov/medlineplus/drinkingwater.html>
  - Have you wondered how much you really should be drinking every day?
- Nutrition <http://www.nlm.nih.gov/medlineplus/nutrition.html>
  - See the "Steps to A Healthier You" link to learn more about the Food Pyramid.
  - I also like the link to "Nutrition: Steps for Improving Your Health". We can never hear often enough what are the behavior changes we need to make to ensure we are eating healthy.
  - The Calorie Counter will help you to determine how many calories you should be eating.

All of this can be hard enough to do when you are at home, but how do you maintain nutritiously balanced eating habits at work, or even harder, on the road at conferences and training sessions?

- Read this article from *iVillage* : "Restaurant Roulette: Rolling the Dice on 'Diet' Menus" and learn which chain restaurants really do offer healthy eating choices [http://diet.ivillage.com/plans/0,,na\\_79f76qn9,00.html?ice=iv|df|dineout](http://diet.ivillage.com/plans/0,,na_79f76qn9,00.html?ice=iv|df|dineout)
- From AARP (I know we aren't all card holding members, but the article is right on target) "Eating Right When Eating on the Run" gives ideas for work and on the road when you think you don't have time to eat right. [http://www.aarp.org/health/staying\\_healthy/eating/a2003-03-07-eatingrun.html](http://www.aarp.org/health/staying_healthy/eating/a2003-03-07-eatingrun.html) This article also includes some interesting book titles.
- Spark People is a free online diet plan and health living community <http://sparkpeople.com/> You have to register for this site, but there's a vast amount of nutrition and exercise information. Under the Health and Wellness section, see the article on "How to Avoid On-the-Job Weight Gain".

### Fun(?) Facts about eating

Portion Distortion: See how portions have changed over the past 20 years. Download the slide sets for an interactive quiz that not only tells you how many more calories you are getting, but how much exercise you have to do to burn off those extra calories <http://hp2010.nhlbihin.net/portion/index.htm>

## Ergonomics



If one's posture is upright, one has no need to fear a crooked shadow.

ATTRIBUTION: Chinese proverb... [www.bartleby.com](http://www.bartleby.com)

"Working Americans spend about 2,000 hours a year in the workplace. Not surprisingly, all of these hours can take a toll—on your eyes, your back, your arms, and your neck."

<http://www.aiha.org/Content/AccessInfo/consumer/AnErgonomicsApproachtoAvoidingWorkplaceInjury.htm>

So what can we do to minimize this toll on our bodies? Ergonomics is the answer!

Check out MedlinePlus.gov's Ergonomic health topic page:

<http://www.nlm.nih.gov/medlineplus/ergonomics.html>

- See the NIH "Ergonomics at Work" resource for a great overview that includes stretches and exercises [http://dohs.ors.od.nih.gov/ergonomics\\_home.htm](http://dohs.ors.od.nih.gov/ergonomics_home.htm)
- One of the most common work related injuries – Carpal tunnel syndrome <http://www.nlm.nih.gov/medlineplus/ency/article/000433.htm>

The University of Texas at Austin Library created this wonderful resource especially for Libraries:  
Library Ergonomics <http://www.lib.utexas.edu/ergonomics/>

The graphics are great, and the links on the left give a nice overview to what are "ergonomically correct behaviors and postures."

Of course, you can't talk about Ergonomics without looking at what OSHA has to offer

- Computer Workstation checklist <http://www.osha.gov/SLTC/etools/computerworkstations/checklist.html>
- Purchasing Guide Checklist <http://www.osha.gov/SLTC/etools/computerworkstations/checklist.html#purchase>
- Standing all day? <http://www.osha.gov/ergonomics/guidelines/retailgrocery/images/insert8-9-all-in-one.gif>

UCLA Exercises <http://ergonomics.ucla.edu/exercises.html>

UCLA Online self assessment [http://ergonomics.ucla.edu/Seval\\_Gen.cfm](http://ergonomics.ucla.edu/Seval_Gen.cfm)

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**Quick tip:** Take a mini-break! Prevent eye fatigue. Follow the 20/20/20 rule.

Take a mini-break every 20 minutes for 20 seconds and look at least 20 feet away. This gives your eyes some much needed rest.



## Stress Management

Being on the road, dealing with members' concerns, multitasking, presenting (which is most people's greatest fear)... These are just a few challenges of a job at the NN/LM. As with any job, developing resilience for coping with daily challenges is essential to not just surviving, but thriving. Here are some resources to develop your emotional resiliency.



### Resources:

MedlinePlus - Stress

<http://www.nlm.nih.gov/medlineplus/stress.html>

Mayo Clinic, Coping with stress

<http://www.mayoclinic.com/print/coping-with-stress/SR00030/METHOD=print>

Relaxation Response

[http://www.mbmi.org/basics/whatis\\_rresponse.asp](http://www.mbmi.org/basics/whatis_rresponse.asp)

The Road to Resilience – APA

<http://www.apahelpcenter.org/featuredtopics/feature.php?id=6>

### Test yourself!

Stress Assessment – Mayo Foundation for Medical Education and Research

<http://www.mayoclinic.com/health/stress-assessment/SR00029>

### Interesting facts about stress management:

A broken heart can actually “break” your heart.

Cardiomyopathy is the result of sudden stress.

<http://www.mayoclinic.com/health/broken-heart-syndrome/HB00088>

Expressing gratitude is a proven way to increase happiness according to Martin Seligman, APA president, author of the book “Authentic Happiness.”

<http://www.authentichappiness.sas.upenn.edu/images/TimeMagazine/Time-Happiness.pdf>

### Take home message:

Stress is unavoidable. We can't control stress, but we can cope more effectively with it.

1. Take a few deep breaths.
2. Exercise - take a walk during the day.
3. Think positive. Remember the good things in your life.
4. Count to ten. This make you stop and relax before you react to the stressful situation.
5. Take a good stretch. Stretching makes muscles relax and helps you feel less tense.

**Source:** National Center for Farmworker Health

<http://www.ncfh.org/pateduc/en-stress.htm>



## Exercise and Fitness

Learning how to incorporate fitness into our daily routines can greatly enhance the quality of our lives and our overall health. The current government standards recommend 30 minutes a day for exercise. This may be a challenge, but is well worth it. Benefits include a healthy heart, healthy breathing, stronger bones and muscles, weight loss, a decreased risk for diabetes and cancer and a better night's sleep. If there was a pill that could do all this, we would all be taking it.

### Resources:

MedlinePlus - Exercise and Physical Fitness

<http://www.nlm.nih.gov/medlineplus/exerciseandphysicalfitness.html>

Exercise: A Healthy Habit to Start and Keep (AAFP)

<http://familydoctor.org/online/famdocen/home/healthy/physical/basics/059.html>

Traveling for Work: Work in a Workout (Mayo Clinic)

[http://www.mayoclinic.com/health/exercise/HQ01556\\_D](http://www.mayoclinic.com/health/exercise/HQ01556_D)

Slide Show – Stretches You Can Do At the Office (Mayo Clinic)

<http://www.mayoclinic.com/health/stretching/WL00030&slide=1>



### Test yourself!

Steps to a Healthier You (US Dept of Agriculture)

<http://www.mypyramid.gov/>

Exercise Counts: How Many Calories Will You Activity Burn? (American Cancer Society)

[http://www.cancer.org/docroot/PED/content/PED\\_6\\_1x\\_Exercise\\_Counts.asp](http://www.cancer.org/docroot/PED/content/PED_6_1x_Exercise_Counts.asp)

Fitness Quiz: Test Your Fitness Awareness (Mayo Clinic)

<http://www.mayoclinic.com/health/fitness/QZ00057>

Target Heart Rate Calculator (American Cancer Society)

[http://www.cancer.org/docroot/PED/content/PED\\_6\\_1x\\_Target\\_Heart\\_Rate\\_Calculator.asp](http://www.cancer.org/docroot/PED/content/PED_6_1x_Target_Heart_Rate_Calculator.asp)

### Interesting facts about fitness:

See how your state ranks with the prevalence of physical activity!

<http://apps.nccd.cdc.gov/PASurveillance/StateSumV.asp?Year=2005>

(CDC – US Physical Activity Statistics)

“62% of adults do not engage in vigorous leisure-time physical activity”

(CDC National Center for Health Statistics <http://www.cdc.gov/nchs/fastats/exercise.htm>)

### Summing it up:

“Exercise and application produce order in our affairs, health of body, cheerfulness of mind, and these make us precious to our friends.” -Thomas Jefferson, from a letter to his daughter / Source: Bartleby.com



## Beyond the Workplace (and Beyond Spring!)



"Summer's here  
That suits me fine  
It may rain today  
But I don't mind  
It's my favorite time of the year  
And I'm glad that I'm here" - James Taylor *"Summer's Here"*

My favorite time of the year is certainly summer. It brings to mind days spent on the beach, hanging out with friends, listening to the James Taylor or the Beach Boys. But as we head into summer, we should be thinking about staying healthy outdoors whether we are doing yard work, playing tennis or golf, or of course my favorite, laying on a warm towel on the sandy beach, listening to great music and enjoying the rays of the summer sun.

### Resources:

#### MedlinePlus Health Topics:

Sun Exposure: <http://www.nlm.nih.gov/medlineplus/sunexposure.html>

Insect Bites and Stings: <http://www.nlm.nih.gov/medlineplus/insectbitesandstings.html>

Water Safety: <http://www.nlm.nih.gov/medlineplus/watersafetyrecreational.html>

Car Safety: <http://www.nlm.nih.gov/medlineplus/motorvehiclesafety.html>

Sports Safety: <http://www.nlm.nih.gov/medlineplus/sportssafety.html>

First Aid: <http://www.nlm.nih.gov/medlineplus/firstaid.html>

The **American Academy of Orthopaedic Surgeons** has a great set of Injury **Prevention resources** around all kinds of recreational activities  
<http://orthoinfo.aaos.org/category.cfm?topcategory=Injury%20Prevention>

**NLM's Household Products Database** <http://hpd.nlm.nih.gov/> Don't forget to check the storage information and health hazards of the materials you are using out in the yard, or for those home maintenance chores you have been putting off for better weather.

**Emergency Physicians Summer Travel Tips** <http://tinyurl.com/ywomzr> Learn what should be in your traveler's first aid kit, how to prepare before going on the road, and once on the road, how to be a safe driver. See **other Seasonal Safety and Wellness** tips from the Emergency Physicians at <http://tinyurl.com/2g7qpg>

### Family Health!

Are you getting together with family this summer? Take time to fill out your family's health history at the U.S. Surgeon General's **"My Family Health Portrait"** web site  
<https://familyhistory.hhs.gov/>

Have fun this summer. Remember, it "won't be long til summer time is through"\* so stay healthy and enjoy the season while it lasts! (\*Beach Boys *"All Summer Long"*)