

Wellbeing at Work Awards

Musculoskeletal Health

Name of Business:

Contact Name:

Contact Email:

Date Started:

Date Submitted:

Date Achieved:

Date of Three-Year Review:

Employers should read through the [Musculoskeletal Health Toolkit](#) before completing the assessment.

Businesses should prepare for a review every three years for each toolkit completed.

- **Red = Poor progress:** There are issues with this particular action. It may be that action is yet to be taken or there have been some significant delays in implementing the action.
- **Amber = Good progress:** The action has been partially achieved and further evidence is required.
- **Green = We meet the action:** The action is fully implemented and is performing to a high standard and no further action needed.

| Assessment Criteria | Narrative describing how you are meeting the Criteria | Evidence Required | Comments from Wellbeing at Work | Red Amber Green |
|--|---|--|---------------------------------|-----------------|
| 1) How have you measured the extent and nature of any MSK problems in your workplace? | | | | |
| 2) How are staff involved in risk assessment and regular manual handling appropriate to their role? | | Mandatory Training etc. | | |
| 3) How have you communicated to staff that you recognise the importance of MSK health? Are Wellbeing Champions involved in promoting MSK health within the workplace? What signposting advice and guidance is available? | | Copy of communications, Wellbeing Champion events/campaigns etc. | | |
| 4) Do you implement procedures to ensure prompt reporting of possible musculoskeletal symptoms, early assessment, diagnosis, treatment, discussion and follow-up? | | | | |
| 5) How do you encourage employees to | | | | |

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|--|--|--|--|--|
| move more during their working day and support active travel? | | | | |
| 6) How do you review individual needs and make reasonable adjustments and adaptations to their work? a) How do you support staff physical and mental health? b) Do you encourage and support self-management? c) Do you have a structured approach to return-to-work support for people with health issues that is co-produced with the staff member? | | | | |
| 7) What has been included with your Health & Wellbeing Action plan regarding MSK? | | Copy of Health & Wellbeing Action Plan | | |

Resources

- [MSK Health Toolkit for Employers and Further Education Institutions](#) Many MSK conditions are preventable if risk factors are identified early and interventions to reduce risk are implemented at work, at home and in the wider environment.
- [One You Plymouth](#) offers advice, guidance, and support on becoming a healthier you! Exercise, diet, stress, smoking and alcohol reduction.
- [Active Devon](#) is a community focussed, not for profit organisation inspiring and supporting the people of Devon to lead active lifestyles, whether that's getting active for the first time or staying active throughout their lives.
- [Cycle to work scheme implementation guidance for employers - GOV.UK \(www.gov.uk\)](#) Guidance for employers who want to put in place a cycle to work scheme.

- [Plymotion Sustainable Events Calendar](#) Encourage physical activity with popular events include National Fitness Day and National Bike Week.
- [Health & Safety Executive](#) Guidance on musculoskeletal disorders at work.
- [Plymouth Hospitals](#) Promote the Plymouth Physiotherapy self-referral service.