

Fourth advanced training course

**KEEPING EMPLOYEES AT WORK:
THE CONTRIBUTION OF WORKPLACE
HEALTH PROMOTION**

**27-30 October 2009
INSHT – CNCT Barcelona, SPAIN**

**INSHT – CNCT
Barcelona
SPAIN**

COURSE OBJECTIVE

This course will deal with health as a resource for everyday life and as a valuable intangible for sustainable and successful companies. The aim of the course is to provide a knowledge basis on topics as health and productivity, health at work management, age management, and return to work, work ability, communication and how to plan, implement and evaluate work health interventions.

MAIN TOPICS

- Basis for action
 - Perspective on health
 - Integrate health management
 - Quality criteria
 - Leadership aspects
 - Certification process
- Planning and managing work health interventions
 - Project management
 - Measuring health: needs assessment and evaluation
 - Internal communication
 - Reducing absence from work due to health

- Business case for health management
- Employee absence management
- Return-to-work programmes
- Cost-benefit analysis
- Safeguarding and sustaining workability
- Workability and age management

TARGET GROUPS

- Occupational physicians and nurses
- Hygienists and safety engineers
- Managers
- Researchers
- Human resource managers

Tuesday 27 October

14h30 - 14h30 Welcome and introductory presentation

14h30 - 16h00 Perspectives on health

16h30 - 18h00 Framework for action

Wednesday 28 October

9h00 - 10h30 Project management

11h00 - 12h30 Measuring health

12h30 - 13h30 Internal communication

15h00 - 18h30 Practical session
Internal communication workshop
Health Risk Appraisal

Thursday 29 October

9h00 - 10h30 Business case for health management

11h00 - 12h00 Cost-benefit analysis examples

12h00 - 13h30 Employee absence management

15h00 - 16h30 Return-to-work programmes

16h45 - 18h00 Practical session
Strategies and actions for specific topics (nutrition-exercise-mental health)

Friday 30 October

9h00 -11h30	Workability and age management I
12h00 -13h00	Workability and age management II: The FOLIC project
12h30 -13h30	Conclusions/Evaluation

COURSE LECTURERS

Paul Baart (BaartRaaijmakers); Cedric Dagorn (Fullmark); Theodor Haratau (Romtens Foundation); Fiorisa Lentisco (ISPESL); Giuseppe Masanotti (University of Perugia); Belén H. Sánchez (GIGNA); M^a Dolores Solé (INSHT); Karla Van den Broek (Prevent); Marthe Verjans (Prevent); Richard Wynne (Work Research Centre); Patrycja Wojtaszczyk (Nofer institute); Matti Ylikoski (FIOH).

TRAINING SUPERVISORS

Emanuela Giuli (ISPESL) & Luisa Carneiro (ACT)

ORGANISERS

METRONet by INSHT (National Institute for Safety and Health at Work) with the support of the ENWHP (European network for Workplace Health Promotion)

COURSE STRUCTURE

The course will consist on lectures workshops and group discussion. Practical sessions have also been scheduled, with the aim of showing examples of health at work interventions and have the opportunity of applying the theory to practical situations.

LANGUAGE

The language of the course will be English.

LOCATION AND ACCOMMODATION

The course will take place at CNCT- INSHT IN Barcelona. Participants will be sent a list of hotels.

DEADLINE FOR REGISTRATION

Registration forms should be sent by fax to + 34 932803642 at the latest by **20th September 2009**. Attendance is limited to 25 participants. Requests for registration will be considered on the basis of the applicant's area of activity, experience, contribution to the relevant topic and also according to order of arrival. A letter of admittance will be sent to the participants a week after receiving the registration. A letter of confirmation will be sent on the reception of the payment.

COURSE FEE

The course fee is EUR 670 and covers course material, all coffee breaks, lunches on 28 and 29 October and the **dinner together on 29 October**. It does not cover any other meal or accommodation costs. A reduced fee of EUR 350 will be available under request to a limited number of participants if their participation is well justified in view of their work or current studies.

ABOUT METRONET

The National Institutes in the field of Occupational Safety and Health from



have sought to collaborate through the creation of a Mediterranean Network for Training in Occupational Safety and Health. A Memorandum of understanding regarding co-operation in this respect was signed in May 2002.

The collaboration involves the promotion of a joint Advanced Training Programme aimed at educating researchers, experts and OSH practitioners about the risks and challenges of working life.

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INSHT – BARCELONA**

Please complete the details below and return the form before
20 September 2009 by fax to +34 932803642

REGISTRATION FORM

Please type or use block letters

First name.....
Last name.....
Professional background.....
Organization.....
Activity/sector of your organisation.....
Address.....
Country
Tel.....Fax.....
Email

Course responsible

M^a Dolores Solé

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Email : doloress@mtin.es

COURSE LOCATION



INSTITUTO NACIONAL DE SEGURIDAD E HIGIENE EN EL TRABAJO

Centro Nacional de Condiciones de Trabajo

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