



DIGITAL WELLNESS INSTITUTE

CERTIFIED DIGITALLY WELL WORKPLACE™ STANDARDS



WHAT IS DIGITAL WELLNESS?

Digital wellness is defined as the optimum state of health, personal fulfillment, and social satisfaction that each individual using technology is capable of achieving. Digital Wellness is a way of life, while using technology, that promotes optimal health and well-being in which body, mind, and spirit are integrated by the individual to live more fully within the human, natural, and digital communities.

WHAT IS DIGITAL FLOURISHING®?

Digital Flourishing® is the unique approach of The Digital Wellness Institute. It refers to a mindful approach to digital technology usage that supports our thriving in different areas of life. This approach empowers us to take advantage of the benefits of technology while avoiding associated harms.

A GLOBAL SHIFT

THE IMPORTANCE OF DIGITAL WELLNESS IN THE WORKPLACE

Employees today are facing new challenges – the pressure of managing work and life in the digital era, driving productivity while balancing health concerns, and leading employees and their workplace communities towards unprecedented levels of burnout, stress, and anxiety.

They need help solving these issues now.

The Digital Wellness Institute team is here to help equip you with research-based tools and strategies to teach, lead, and help your organization achieve greater wellness in the digital era.

CERTIFICATIONS

Digitally Well Workplaces™

The Digital Wellness Institute recognizes two levels of accreditation for workplaces: Rising Digitally Well Workplaces™ and Certified Digitally Well Workplaces™.

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A “Digitally Well Workplace” prioritizes the digital well-being of its people by affirming the role that technology plays in employee health, productivity, and happiness. They are amongst a select but growing group of organizations that thoughtfully consider the ways in which employees can maximize the benefits of technology while mitigating its potential affiliated harms. Through evidence-based social and environmental interventions, awareness building, assessment, and education, the workplace offers resources to equip all employees to live a life of Digital Flourishing™, thereby resulting in better workplace productivity, mental health, and retention.





Digitally Well Workplace™ Standards

1. Rising Digitally Well Workplaces™

Rising Digitally Well Universities™ are recognized as those that are on the path to Certification. To receive recognition at the Rising level, they need to...

Appoint a Digital Wellness Champion in the Workplace

The workplace designates an employee within their HR department who will serve as a digital wellness champion to lead any and all digital wellness initiatives within the company.

Provide Digital Wellness Workshops for Employees

Corporate training teams provide at least 1 workshop, event, or keynote per year focused on employee digital wellness. They may:

- » Use peer training educators or employee health ambassadors to host webinars or in-person events related to digital wellness
- » Collaborate with digital wellness coaches and educators to teach employees how to balance the demands for tech use with self-regulation goals
- » Bring in a keynote speaker to raise awareness of the importance of digital wellbeing

Measure Digital Wellness in the Workplace

Organization deploys Digital Wellness Insights Diagnostic™ to sample employees across departments and assess the current state of digital wellness in the workforce based on employee sentiment.





2. Certified Digitally Well Workplaces™

Our highest level of recognition is reserved for those organizations that meet all of the standards above, as well as the ones listed below. To receive recognition, they need to:

Certify a Digital Wellness Educator on Staff

Certified universities appoint a team member to become certified as a Digital Wellness Educator for the purpose of overseeing the education, assessment, and awareness of digital wellness campaigns within the organization.

Provide Digital Wellness Trainings to Employees

Partner with internal learning, HR, & marketing departments to provide employees e-learnings on how to teach self-regulation habits and better align tech usage with their personal and professional goals.

Examples include:

- » Cultivating positive tech-usage habits at work for increased productivity.
- » Practicing positive communication norms in the digital workplace
- » Optimizing remote office environments for peak productivity and physical wellbeing
- » Building awareness of negative impacts of technology overuse on mental health

Promote Tech-balance in the Office Environment

Certified workplaces identify tech-free play spaces for the workplace community. They partner with employee health to promote digital wellness in common spaces which might include dining centers, employee health and wellness centers, break rooms, and more. Remote first-workplaces may host totally offline experiences that encourage employees to "disconnect" in order to reconnect with themselves & those that matter most. Examples may include:

- » Signs promoting awareness of digital wellness best practices at work
- » Positive "nudges" and interventions in the physical environment that promote separation from one's personal devices in effort to promote community, creativity, and mental clarity.

Protect the Right to Disconnect through Policies

Employees are provided with policies that protect their right to establish positive boundaries and "disconnect" on nights, weekends, and holidays. These policies are clearly outlined in employee handbooks, and the rights are well understood by the employee.



Certified Digitally Well Workplaces™ - 2 Levels

	RISING	CERTIFIED
Dedicate a Digital Wellness Champion	<input checked="" type="checkbox"/>	
Provide Digital Wellness Workshops for Employees	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Measure Digital Wellness in the Workplace	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Certify a Digital Wellness Educator on Staff		<input checked="" type="checkbox"/>
Provide Digital Wellness Trainings to Employees		<input checked="" type="checkbox"/>
Promote Tech-balance in the Office Environment		<input checked="" type="checkbox"/>
Protect the Right to Disconnect through Policies		<input checked="" type="checkbox"/>

To become a Digitally Well Workplace™, contact

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