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WORK ABILITY- PROJECT FOR THE WORKERS OF
A SERVICE HOME FOR MENTALLY CHALLENGED ADULTS

Unit of Social Services and Health Care, Pori
Degree Program in Physiotherapy

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The purpose of this Bachelor's thesis was to promote the work ability of the employees of a service home for mentally challenged adults through work ability activities. The planning and organizing of the activities lasted for one year and it was a part of the main project called Developing of Occupational Physiotherapy in Satakunta, started in the year 2005.

The clients consisted of middle- aged nurses whose work is both physically and mentally loading. The work ability activities planned for the employees were carried out in two separate afternoons during the fall of 2006. The content of the afternoons was based on the recommendations of two previous Bachelor's thesis written for the main project and wishes from the head and occupational nurses of the service home. Thus, the content was tailored straight to the needs of the employees of the service home. Additionally, wishes of the employees were also taken into account.

The implementation of the work ability project was successful and positive feedback was received. The clients participated actively on the activities and were enthusiastic towards the whole project. It seemed that the clients enjoyed the activities and their collaboration appeared to improve. Furthermore, the atmosphere among the clients seemed to get better. The follow- up of the improvements on the clients' work ability will be continued by the last group of authors in the project of Developing Occupational Physiotherapy in Satakunta.

TYÖKYKYPROJEKTI KEHITYSVAMMAISTEN AIKUISTEN PALVELUKODIN TYÖNTEKIJÖILLE

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Tämän opinnäytetyön tarkoituksena oli kehitysvammaisten aikuisten palvelukodin työntekijöiden työkyvyn edistäminen työkykyä ylläpitävää toimintaa järjestämällä. Vuoden kestänyt toiminnan suunnittelu ja organisointi oli osa vuonna 2005 alkanutta suurempaa Työfysioterapian kehittäminen Satakunnassa -projektia.

Asiakkaina oli keski-ikäisiä fyysisesti ja henkisesti kuormittavan hoitotyön tekijöitä. Työkykyä ylläpitävä toiminta toteutettiin kahtena eri iltapäivänä syksyn 2006 aikana. Iltapäivien ohjelma pohjautui kahden projektissa edeltäneen opinnäytetyön suosituksiin ja yhteistyötahon; palvelukodin, toiveisiin. Työkykyä ylläpitävä toiminta suunniteltiin työntekijöiden tarpeet ja kehittämisalueet huomioiden.

Työkykyä ylläpitävän projektin toteutus oli onnistunut ja osallistujilta saatu palaute positiivista. Asiakkaat osallistuivat innokkaasti iltapäivien ohjelmaan ja koko projektiin. Ilmapiiressä ja yhteistyössä oli nähtävissä parannusta ja asiakkaat näyttivät nauttivan ohjelmasta. Asiakkaiden työkyvyn parantumisen pidempiaikaisesta seurannasta vastaa Työfysioterapian kehittäminen Satakunnassa – projektin viimeinen työryhmä.

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PREFACE

*”Pikkujutut ovat osa kokonaisuutta,
kokonaisuudesta muodostuu täydellisyys.
Ja täydellisyys, niin,
se ei olekaan pikkujuttu.”*

Michelangelo 1475- 1564



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“Per aspera ad astra.”

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Picture 1. First work ability afternoon

Picture 2. First work ability afternoon

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1 INTRODUCTION

In Finland, financial cut-backs in the late 1990s in health care have increased the already high load of the stressful work. The risk of mental exhaustion has also increased among health care workers according to several studies. Organizational factors and the constant obligation to nurse sick people have turned out to be the mostly affecting matters in the development of mental exhaustion. (Arnetz 1999, 159- 161, 164) According to several studies conducted all over the world, at the same time as the workload has increased, the possibilities to influence decisions at the workplace have decreased in the health care sector (Arnetz 1999, 159- 160, Ruggiero & Pezzino 2006, 450). The results are higher mental stress levels and more musculoskeletal symptoms among health care workers (Arnetz 1999, 159- 160; Savinainen, Nygård & Arola, 2003, 9).

The promotion of employees' work ability and quality of working life can be done by ensuring that the work that nurses do is challenging and various enough and by offering employees the opportunity to affect their own work. Additionally, enhancing of the atmosphere among the working community is one of the key factors when aiming at better quality of working life and employees' satisfaction towards the work. Letting employees know that they are appreciated and respected by employers and the management from the work they do, is an essential part of the promotion of satisfaction of employees. (Vestal 1995, 13-14)

A project called Developing of Occupational Physiotherapy in Satakunta region was started in 2005. The whole project is carried out during the years 2005- 2007 and it has been divided into three different parts. In the first year a preliminary plan over the whole project was made and the project was launched by accomplishing an ergonomical survey for the clients (Kossi & Ruohonen 2005). In the second year the main emphasis was divided on one hand into ergonomical education at the clients' workplace (Dahl & Grenman 2007) and on the other hand to promotion of work ability. During the last year of the project a conclusion is made about the outcomes of the whole project. An essential part of the project is

also to map out, follow up and improve the loading factors of the clients' work at all times.

The topic of this Bachelor's thesis was to design and carry out work ability activities for the clients, i.e. employees of a service home for mentally challenged adults. There are 19 employees at the service home and all of them are females, most of them are middle- aged. Only a few of the employees have permanent vacancies, the largest group is substitutes. The work of the employees is loading both mentally and physically as they are nursing the tenants and taking care of the facilities of the service home. The tenants of the service home are adults in need of long- term care. Many of the tenants are severely mentally challenged or may even have multiple problems in that area. The function of the service home has an emphasis on rehabilitation and incentives. Safety is guaranteed by having a personal nurse for each client in a home- like environment.

2 WORK ABILITY

The term ‘work ability’ is used throughout this Bachelor’s thesis in order not to confuse a reader with many different terms. Here, the term in use includes the definitions of both ‘work ability’ and ‘work well- being’ described lower in the text. We have decided to use merely the term ‘work ability’ as we feel it describes better the content of this Bachelor’s thesis and the implementation of our project.

The Finnish Institute of Occupational Health presented a new concept on work ability in the late 1990s. A process of human resources including health and functional capacities, education and competence, values and attitudes and motivation were emphasized in relation to work. In relation to work demands, work environment, work community and management, these resources can be defined as an individual’s work ability. Although the basic concept remains the same in all age groups, it is a dynamic process and open for variations. For instance, aging workers, rapidly increasing demands of work, new unknown technology, the shortage of workers and increasing expectations of employees are known to be factors that have a great influence on the concept of work ability. (Ilmarinen 2001, 549)

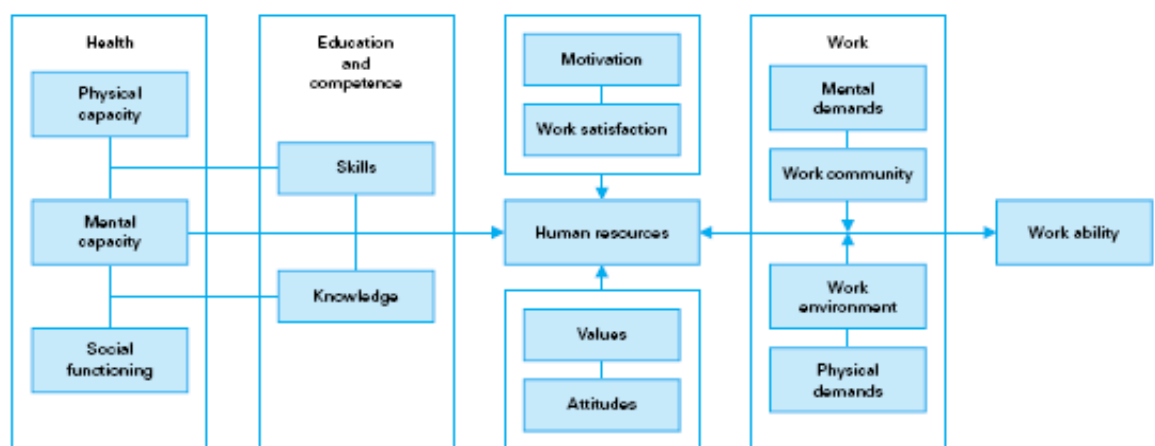


Figure1. Concept of work ability (Ilmarinen 2001, 549) © Ilmarinen

The term ‘work ability’ stands for all the qualities that are needed at work. Work ability is always connected to the profession or job in question and many factors have an effect on it, such as physical, mental and social qualities, motivation

towards the work, demands of the work, education and human relations at the working place. Motivation towards the work is the most essential thing. (Ruuskanen, Åström & Vertio 1995, 114, 116; Julin et al. 2001, 10) Matikainen (2001, 107) uses other words and defines work ability as a quality that can be said to be inherited, as it includes good health, functional capacity, professional skills and the desire to work, but mostly it is acquired and maintained. Generally, work ability is an individual quality, whereas maintaining work ability deals more with actions aiming at promoting an employee's work ability (Julin et al. 2001, 10).

Well-being at work is largely affected by the whole environment related to the work in question. The surroundings include psychosocial working environment (e.g. content of the work), environment of human relations (e.g. contacts with clients/ patients, leadership, co-workers) and physical working environment (e.g. facilities, equipment, procedures). Factors such as the atmosphere and solidarity at the workplace also affect an employee's work ability. Trouble-free co-operation, increase of productivity and decrease of sick leaves are signs of positive spirit and well-being at a workplace. (Ruuskanen et al. 1995, 114, 120)

Work ability is largely based on individual qualities of physical, mental and social functional capacities, which all consist of various factors: physical functional capacity includes endurance (aerobic and anaerobic), muscle strength (endurance, speed and strength) and skills of the nervous system (flexibility, balance and agility). Mental capacity consists, for instance, of the person's idea of him/herself, motivation, alertness and energy, intellectual actions (such as memory and learning), skills and the balance of emotional life. Skills of offering and receiving help and support, trust, feedback and guidance are the factors which form the social functional capacity. Signs of diminishing work ability might be ageing, poor physical condition, stress, anxiety and exhaustion. (Ruuskanen et al. 1995, 114, 127- 129, 134, 139- 140)

When taking a closer look on the Work Ability Index of health care workers, an international study concluded that factors influencing most having a low Work Ability Index scores are the demands of the work, insecurity concerning treatments, insufficient amount of support from co-workers and general

dissatisfaction with psychological support. In addition, physical working conditions, lack of time for exercising and uncomfortable working positions have a strong influence on low Work Ability Index scores as well. (Estryn- Behar et al. 2005, 73- 74) According to the study of Pohjonen (2001, 15), the WAI is a useful predictor of work disability, especially if caused by musculoskeletal diseases. What is more, there is also a correlation between the WAI, work stress factors and stress symptoms.

At the moment, the most important reasons for reduced work ability are psychological factors, or stress, more precisely. Especially the privatization of public services has led to an increase of ill- health of employees as market competition, outplacement of jobs and technological and economic changes have been the causes for reorganizing of companies. Thus, this has been increasing the psychological work demands. In addition, an individual employee's possibility to control his/ her job has diminished. The above mentioned factors have resulted in the worsening of perceived health and doubling of sick- leaves according to a Finnish study carried out during the depression of the 1990s. (Elo et al. 2002, 23)

As stated before, the factors most influencing the increase of sick- leaves on health care area are changes in job control, increased working demands and heaviness of the work. Uncertainty of the employment relationship and social support might also have an effect, but it seems not to be so relevant. Psychosocial risk factors for health are as strong as health behavior related risk factors (such as smoking or overweight), which give a reason for targeting the health- related projects also at the psychosocial work environment. (Elo et al. 2002, 23; Vahtera 2001, 20)

An individual's ability to work and develop professional skills is closely linked to the facts how challenging the work is and what the possibilities of developing the work are. The way the working tasks are organized has a great influence on employees' motivation and enthusiasm towards the work. However, if the tasks given to the employee are too challenging, there is a great risk that the employee's self- confidence and motivation towards the work decreases. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 107- 109)

In Finland, the maintenance and promotion of employees' work ability is directed by a regulation of the Ministry of Social Affairs and Health (1348/ 94). The regulation is developed to define the goals of occupational health services. (Rantanen 2001, 8) The promotion of the individual resources of employees, a well- functioning, safe and healthy working environment, the prevention of occupational diseases and the promotion and maintenance of work and functional ability are the objectives of these services. The emphasis is on improving working conditions, which has to be based also on other facts besides the improvement of workers' efficiency. (Antti- Poika 2001, 40; Lehtinen et al. eds. 2001, 38) Ruuskanen et al. (1995, 164- 165) go on describing other actions for maintaining work ability, which cover ergonomic development of the work, co- operation of the working community, improvement of the leadership atmosphere and the life style of the staff. In short, the leading thought of the goals of occupational health services is to find a solution on the adjustment of the demands of the work environment and employee's resources (Antti- Poika 2001, 40).

When aiming at enhancing and promoting work ability and well-being at work there are various sectors that have to be taken into account. First of all, a full support and acceptance from the employer towards the work ability activities is essential for a successful outcome. Changes in a work community are not easily done; to be able to accomplish required changes accurate planning and perseverance are needed. Work ability activities need to offer both theoretical and practical advice and tools for employees. Theoretical education and practical rehearsals are essential when aspiring to permanent changes in employees' working habits and behavior. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 109)

Some labor market organizations have been the inventors of the whole concept of the maintenance of work ability, which was first introduced in 1990. The maintenance of work ability (MWA) can be considered as 'all activities by which the employer, the employees and the co- operative organizations at the working place try to promote every worker's functional capacity and work ability throughout his/ her working career' (The Ministry of Social Affairs and Health).

However, it is impossible to give a more specific description about such activities, as they are so varied. (Matikainen 2001, 107) A successful process of maintaining work ability may be specifically tailored to each work place in the future. It is also possible that the whole MWA process is accommodated to other developmental processes at the work place. (Peltomäki et al. 2002, 21)

Society and enterprises have responsibilities in maintaining the employees' work ability as well. The general conditions and possibilities for maintaining work ability have to be provided by society. In addition, legislation has to promote employees' health, learning and working skills and to encourage people to work whereas enterprises are to offer a safe, hygienic and healthy work environment. (Matikainen 2001, 107) According to Aro (2001, 141) and Savinainen et al. (2003, 10), assessing the work ability is highly important in order to maintain it. While assessing, attention should be paid to the specific work task and working conditions of the employee. An individual employee's health resources are to be enhanced by evaluating his/ her work ability and functional capacity.

From the point of view of work motivation, productive occupation and social support are essential for the well-being of the working community. Employees in small working communities, where the atmosphere among employees and the employer may not be good, suffer from stress and decreased work ability more than employees in larger work communities. According to studies, there are higher competition spirit and tighter atmosphere among the employees in Finland than in the other Nordic countries. Moreover, an essential area that needs developing is the social network among employees. Due to high technology and continuous hurry at work the co-operation and social relationships among the employees remain fairly minimal. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 107- 109)

3 WORK ABILITY ACTIVITIES

According to Ilmarinen (2001, 550), there are four main factors which the concept of work ability promotion is based on. An individual's health, functional capacity and professional competence are factors focusing on the individual, whereas factors concerned with work environment and organization leadership are focusing on the content and environment of the work. As combined, these four factors aim to promote work ability. Precisely, the concept aims to improve work ability, health, productivity and quality of work, quality of life and the ability to retire. (Ilmarinen & Rantanen 1999, 22)



Figure 2. Concept of promotion of work ability (Ilmarinen 2001, 550)

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There are some general goals for the activities of maintaining and promoting work ability: The improvement of the functional capacity of employees and working communities; the improvement of the functioning and productivity of the workplace and the support of employees in the working community. In short, the

aim of all the occupational health service activities is to maintain the work ability of people. If the goal is to develop the working community, managing the attitudes should be the first priority. In that case, the activities should support work ability and motivation and give possibilities for updating professional skills and life-long learning. (Matikainen 2001, 108, 112)

The reason for paying attention to work ability activities is the attempt to decrease the growing expenses of pensions caused by people who retire prematurely. Activities, which improve workers' well-being and encourage them to stay longer in working life, are needed. (Matikainen 2001, 107) There is some evidence that interventions directed at persons, healthcare workers, and work, can both reduce the levels of burnout and stress rather efficiently. In the best cases, the outcomes might still be apparent after two years from the end of the interventions. (Marine et al. 2006) Furthermore, the best gain from the work ability activities is achieved when the actions of development are directed towards the work, the working community and the employee all at the same time (Ruuskanen et al. 1995, 164-165). In the 1990's the work ability activities were included to the law of the occupational health care. Since then the law has been adapted to the workplaces in Finland and has been a remarkable part of occupational health care. (Järvisalo et al. 2001, 99; Pohjonen 2001, 22)

Planning and developing of work ability activities require large multiprofessional co-operation. People involved in the process of planning may include enterprise management, employees, designers and occupational health and safety personnel, for instance. The interaction between the different groups is essential to gain a satisfactory final result. (Luopajarvi 2001, 164-165; Ruuskanen et al. 1995, 164-165)

The follow-up and assessment of the work ability activities have to be done invariably. Benefits and the general influence of the activity must be followed up and the quality of the services evaluated and possibly improved. The aim of the follow-up is to find out whether the offered activities have been beneficial or not in contrast to the used resources, and the results have to be used to give an idea on how to guide and develop the actions in the future. In general, all the work ability

activities and services have to be regularly assessed and improved in order to be able to offer employees the best quality in methods, equipment and information. (Matikainen 2001, 118- 119) However, due to differences in individuals' personalities and abilities to adopt new information and working styles it is fairly difficult to evaluate the outcomes of the work ability activities (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 109).

3.1. Ethical issues of work ability activities

The ethical problems in work ability maintenance are worth taking into consideration. The variation between different workplaces is great. The most common problems and limitations for improving work ability are financial problems, administrative issues, the policy of the workplace and the use of old technology in small companies. In small companies the economical questions and the ability to organize proper social and health care services for the employees can turn out to be fairly difficult. In big companies these problems are not so significant. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 30- 32)

Individuals' mental and physical resources have to be taken into consideration when planning and accomplishing work ability activities. In case an individual's personal life is in imbalance the commitment and motivation towards the work ability activities may decrease remarkably. Furthermore, the ways how people work and live their life may vary significantly among the employees of one workplace. Suggested changes associated with working habits may be very easy to internalize for someone, whereas for the other it may require major changes in the life style. Cultural differences and social background have also an influence on the individual's attitude and behavior towards the work ability activities. Due to the aforesaid facts it is much more challenging to promote the atmosphere at a workplace than to deal with more concrete work ability issues. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 30- 32)

When some extensive changes associated with the working routines and personal life are required, the adaptation is proved to be easier when done in a group than

individually made changes. The commitment towards the required changes is better when there are several people included. (Sosiaali- ja terveystieteiden ministeriön julkaisu 1995, 107- 109)

3.2 The economical aspect of maintaining work ability

When aiming at the best possible welfare and competitiveness the productivity and education of employees are playing an enormous role. Companies are willing to promote the health and the safety of the workplace due to high expenses of sick leaves and occupational accidents. The quality of work will improve by enhancing the employees' possibilities to influence their work and participate in decision making. The contents of the work and the needs of the employees' should be balanced so that the work would not cause any health issues. Additionally, if there is an imbalance between the employees' knowledge and the demands of the work, stress and overloading are easily seen among the employees. Too high demands may cause anxiety and stress whereas too low demands may cause lack of motivation and frustration. (Järvisalo et al. 2001, 72- 73, 76- 77)

Activities that maintain and promote work ability have proved to be beneficial and economical for both public and also business economy in studies made in Finland and all around the world. Additionally, work ability activities are considered to be economical and beneficial by Finnish employers. As a consequence of work ability activities, the costs caused by sickness and accidents have decreased considerably and the productivity of employees has increased. Therefore, the work ability activities accomplished in Finland have proved to be economical. (Ahonen, Bjurström & Hussi 2001, 13, 17- 18) Another kind of an opinion is presented by Pohjonen (2001, 22), however. In her study she concludes that there is only limited evidence on the effectiveness of the actions of maintaining and promoting work ability. She refers to some long follow- up period studies, which did not show any significant effect on study subjects' work ability as measured by the Work Ability Index.

From the business economic aspect the maintenance and promotion of work ability have shown positive effects. Estimations done before and after the

promotion of the work ability show that profitability and productivity of companies have improved and their competence has increased. The welfare of the working community has improved as well. From the socio-economic aspect the maintenance and promotion of work ability have also shown some positive outcomes. There has been a descending course in the amount of early retirement pension since the 1990's and that is said to be the most remarkable outcome from the socio-economic aspect. In addition, there is a reduction seen in the costs that sickness causes in Finland. (Peltomäki et al., eds. 2002, 35- 39; Ahonen et al. 2001, 13, 17- 18)

4 NURSING WORK

According to the Finnish Association of Registered Nurses, the work of nurses is based on nursing science and as a profession it is rather independent, though the work is usually performed in a group of colleagues or in a larger multiprofessional group. Nurses promote health, prevent illnesses, nurse sick people and rehabilitate patients. Their work include planning and implementation of the actual nursing work and medical treatments, follow- up of the effectiveness of the work and guiding, counselling and supporting the patients, clients and relatives. In addition, nurses develop the nursing work all the time based on the information from new studies and the practical skills gained from the field. Usually the basic work is routine- like and tightly scheduled. The most important working tool for a nurse is his or her personality. (Website of the Finnish Association of Registered Nurses)

Health care personnel are continuously exposed to stressors affecting their work. Death, hopelessness, uncertainty and working with people in need of medical care are the best recognized sources of stress. More demanding patients and striving for quality enhancement, shift work and job strain in general create an increasingly stressful environment for the health care personnel. (Arnetz 1999, 159- 160; Marine et al. 2006) Therefore, the work of the health care personnel can be considered highly demanding both mentally and physically (Arnetz 1999, 159- 160).

According to a study by Halin & Danielson (2006, 10- 11), there are various reasons for the stress that nurses experience. The level of education, the amount of clients, the quality of team work and the possibilities to affect, plan and prioritize the nursing work are factors that have an influence on the stress level and satisfaction of employees. Registered nurses interviewed in this study reported that a possibility to influence and schedule one's own work and the ability to work in co-operation with experienced professionals are important factors to keep up the work motivation. An excessive amount of work in a limited amount of time makes workers feel anxious whether accomplished tasks are done in a proper way or whether something was left out of attention. This feeling of uncertainty among nurses may cause more serious problems and may jeopardize clients' safety. Additionally, the care given and time spent with one client decreases significantly when the work load increases.

According to Hoffman & Scott's study about role stress and career satisfaction among registered nurses, pay, autonomy and professional status were considered the most influencing factors of career satisfaction for all the participants. In general, the study concluded that there is a noticeable reverse relationship in between the levels of role stress and career satisfaction; as the amount of stress gets higher, the degree of career satisfaction diminishes. (Hoffman & Scott 2003, 337, 340) In addition to stress, depression and sleeping problems are factors having a significant effect on one's work ability. According to a study by Ruggiero (2005, 254), these factors should be taken into account more seriously.

The study of Halin & Danielson (2006, 11- 13) brings forth the fact that when the planning and scheduling of the work is done in co-operation with the employer and employees, the motivation and enthusiasm towards the work will increase. In addition, it gives the worker a feeling of independency. It has been proved that communication and multiprofessional co-operation have a remarkable effect on well-being at work. What is more, in total more than 10 % of the affirmations of occupational diseases are connected with stress at work (Marine et al. 2006). Improving organizational efficacy, clarifying goals of the work unit and

developing occupational skills are some options for gaining a psychosocially healthier work environment (Arnetz 1999, 161, 164).

In addition, the possibility of making errors increases the risk of mental exhaustion. Errors are human and they occur in all professions. However, in health care the consequence of making errors might cause a disastrous final result for the patient. The error rate may increase because of time pressure, tiredness caused by shift work or other equivalent matters. (Sundström- Frisk 1999, 168)

It is not easy for the human biological clock to adapt to night and shift working schedules as the natural cycle of daylight and darkness interferes the adjustment of biological clocks. Individual differences, such as age, physical fitness, sleeping habits, social and family status and being a morning/ evening type of a person affect greatly coping with shift work. What is more, studies have revealed that for middle- aged and elderly workers (the reported critical age was 40- 50 years) it is even more difficult to adjust to shift work than for younger employees. (Ono 1999, 186- 189) According to some studies, the number of hours slept is usually diminished among shift workers, the quality of sleep is poorer (early waking, intermittent sleep) and circadian rhythm is disrupted (Ono 1999, 186- 189; Newey & Hood 2004, 187). Furthermore, another study suggests that female shift-workers, especially nurses, suffer from more consistent and earlier decrease of Work Ability Index when compared to colleagues who work on the day shift only (Costa et al. 2005, 267). A study by Ruggiero & Pezzino (2006, 450) presents that nurses who do not have an opportunity to affect their shift rotation timetable are clearly more dissatisfied with their working hours than the nurses participating in the scheduling of their working hours. Due to the shortage in the amount of employees and conflicts between the staff and the employer, independent scheduling of working hours may become difficult.

Based on the study by Ruggiero & Pezzino (2006, 451- 452), registered nurses see that the main reasons for dissatisfaction towards the work are compulsory working on weekends and holidays, having continually changing shift work and working overtime. Fatigue is also reported as a significant stress factor among all shift workers. According to the study, registered nurses who work the night shift

experience sleeping problems as the main problem in shift work. Nurses working the night shift state that the atmosphere among the employees is much better on the night shift than it is during the day and evening shifts. The amount of experienced stress is reported to be less during the night shift due to more flexible timetable and efficient teamwork.

In addition, several studies suggest that shift workers suffer from gastrointestinal and cardiovascular problems more than workers on the day shift. Also musculoskeletal and respiratory problems are common. (Costa et al. 2005, 267; Newey & Hood 2004, 188; Ono 1999, 186- 189) As stated earlier, alertness also decreases during the night shift, resulting in more accidents generally in shift work (Ono 1999, 186- 189).

One serious problem for a shift worker is to be able to schedule one's family life in the terms of the work (Ono 1999, 186- 189). A study by Newey & Hood (2004, 187, 190) concludes that social life of health care personnel is interfered by working in shifts. Workers' partners share the same opinion, too. The most important predictors for personal disruption for a shift worker are social factors, especially family life, more than biological. In order to be able to predict the coping and tolerance of a shift worker in work it is crucial to understand the role that a shift worker's partner has. The partner's understanding as well as the shift worker's own sense of disruption are the main factors when predicting how a shift worker copes with his/ her work.

By giving employees a chance to influence and enhance their own work has shown an increase in employees' feelings of security towards the work. In order to promote and enhance the quality of the work and the well-being of employees the promotion programs have to be thoroughly planned and carried out with an acceptance of both employers and employees. Those programs should not increase or hamper the primary work the nurses are doing and the benefits and profits of the programs should be introduced clearly to employees. (Vestal 1995, 13- 14)

5 THE AIM OF THE PROJECT

The aim of our project was to promote the work ability of the employees of a service home for mentally challenged adults through work ability activities.

6 IMPLEMENTATION

The practical part of the Bachelor's thesis was carried out as a work ability project which started already at the beginning of the year 2006 by planning the two work ability afternoons. The implementation part was carried out in the autumn of 2006 and the project ended in December 2006. The target group of the project involved workers of a service home for mentally challenged elderly people.

6.1 Planning

Table 1. The process of the work ability project.

Date	Actions
December 2005	The first idea of the topic of the Bachelor's thesis
January 2006	Starting the work ability project
February 2006	Familiarization with the project and target group
March 2006	Sending questionnaires (Appendix 1 & 2) to the workers of the service home
June 2006	Collecting the questionnaires
August- September 2006	Planning and organizing the first work ability afternoon
September 28, 2006	The first work ability activities- afternoon
November 2006	Planning and organizing the second work ability afternoon
November 30, 2006	The second work ability activities- afternoon
December 2006	Ending the work ability project

The whole process of the work ability project is illustrated in the Table 1. The initial planning of the work ability activities was started in February 2006, as the first meeting with the head nurse and the occupational nurse was held at the

service home. Due to the wishes from the head nurse, it was decided that the activities are carried out during two separate afternoons in September and in November. In March 2006, a questionnaire was formulated in order to find out the employees' preferences for the work ability activities (Appendix 1 & 2). The questionnaire was sent to the employees via e-mail and they were instructed to fill it in before the next meeting in June.

June 1, 2006 was the first time we met the employees in person. At that date, the questionnaires were collected and the employees' wishes towards the work ability activities were discussed in general. The actual planning of the work ability activities was done mostly according to the workers' wishes. However, some aspects that had arisen from the Bachelor's thesis of Kossi & Ruohonen (2005) and at that point the not completed Bachelor's thesis work of Dahl & Grenman (2007) were taken into account as well.

Due to some scheduling factors it was not possible to review relevant scientific literature early enough, and the planning of the work ability project was done mainly based on the propositions of the first Bachelor's thesis (Kossi & Ruohonen 2005) and the wishes from the service home. Therefore, the whole process of planning and implementing of the work ability- project was somewhat controversial as the project was implemented before the applicable scientific literature was reviewed.

The planning of the work ability- project became easier after the first meeting with the representatives from the service home, i.e. the head and occupational nurses. They had some ideas about the content of the afternoons as it had become evident that there were some co- operational problems among the workers of the service home. Therefore, the nurses wished the afternoons would include activities which would require the workers to participate actively and develop their co- operational skills. Furthermore, another wish from the service home was that the activities would take place during afternoons and not whole days would be spent on them. They suggested that the activities would be carried out during two separate days and the content would be different at both times. We agreed on this suggestion and started planning the content of the afternoons, although we

were somewhat surprised at first, as we were prepared to carry out more than two afternoons.

At first we had plenty of different kinds of ideas about the content of the afternoons. We wanted them to include not only physical activities but also stimulation of the mental aspect as much as possible. We wanted to pamper the workers somehow and give them new ideas about exercising, co- operation at the workplace and well- being in general. The workers of the service home gave us also some hints on what they would like to do. It seemed that many of them wanted to have some kind of pampering as well, as they were hoping for “foot massage”, “beauty treatments” and “relaxation”, among other things. Naturally, we had a budget that we could not exceed and therefore, careful planning was needed.

The planning and organizing of the first work ability afternoon was done during August and September 2006. Altogether 11 employees out of 19 returned the questionnaire (Appendix 1 & 2). Various wishes emerged towards the work ability activities from the employees as the questionnaires were looked over, such as outdoor activities, bowling, Nordic walking, water exercises, going to a spa, badminton, outdoor games, tennis, exercises for neck and shoulders and interaction between the workers. It was also inquired in the questionnaire whether the employees have any kind of medical or physical restrictions which might hinder the participation. Only slight physical limitations (general stiffness) were informed.

The idea of driving with inspection trolleys came up as we were scanning the opportunities for the physical exercise- part of the first afternoon. We thought it would serve the goals of both improving co- operation and getting away from ordinary work routines. The reason for choosing a theatre director to come and lecture was the fact which arose from the discussion with the head and occupational nurses: the co- operational problems among the employees at the service home. We wanted to have a professional lecturer who is able to give a clear lecture with an interesting and a humorous point of view. Additionally, we

wanted the afternoon to include relaxation activities (sauna, swimming) by the lake side.

After considering possible options for the content of the first work ability afternoon, offers were requested from various entrepreneurs and the booking of the needed services and locations was done. The offers from local or nearby companies which responded the needs of the project were accepted. The whole process of the planning is introduced in Appendix 3.

The schedule for the first afternoon was planned in co-operation with the head and occupational nurses of the service home. According to the wishes from the service home, the program of the day was implemented during an afternoon and evening. A feedback questionnaire (Appendix 4 & 5) concerning the content of the afternoon was formulated and later on accepted by the tutoring teachers of this Bachelor's thesis.

As the first work ability afternoon was completed, we started planning the second afternoon. October and November 2006 were used in planning and organizing the program in co- operation with the representatives from the service home. It was decided that the second work ability activities- afternoon takes place at our school, the School of Social Services and Health Care, Pori, as it would not cost anything and we would save some money in order to be able to organize the catering.

As the second afternoon would only take four hours, there was a limited amount of opportunities for the activities. We decided to fulfill the workers' wishes concerning Nordic walking and relaxation as they were easy to arrange without costs. Furthermore, the propositions of Dahl & Grenman were taken into account here as well. Based on those suggestions we planned and implemented exercise instructions (Appendix 6) and a Power point presentation (Appendix 7 & 8) about exercising at work time. A tasty meal and relaxation session were included to make the afternoon as pleasant as possible.

6.2 Implementation

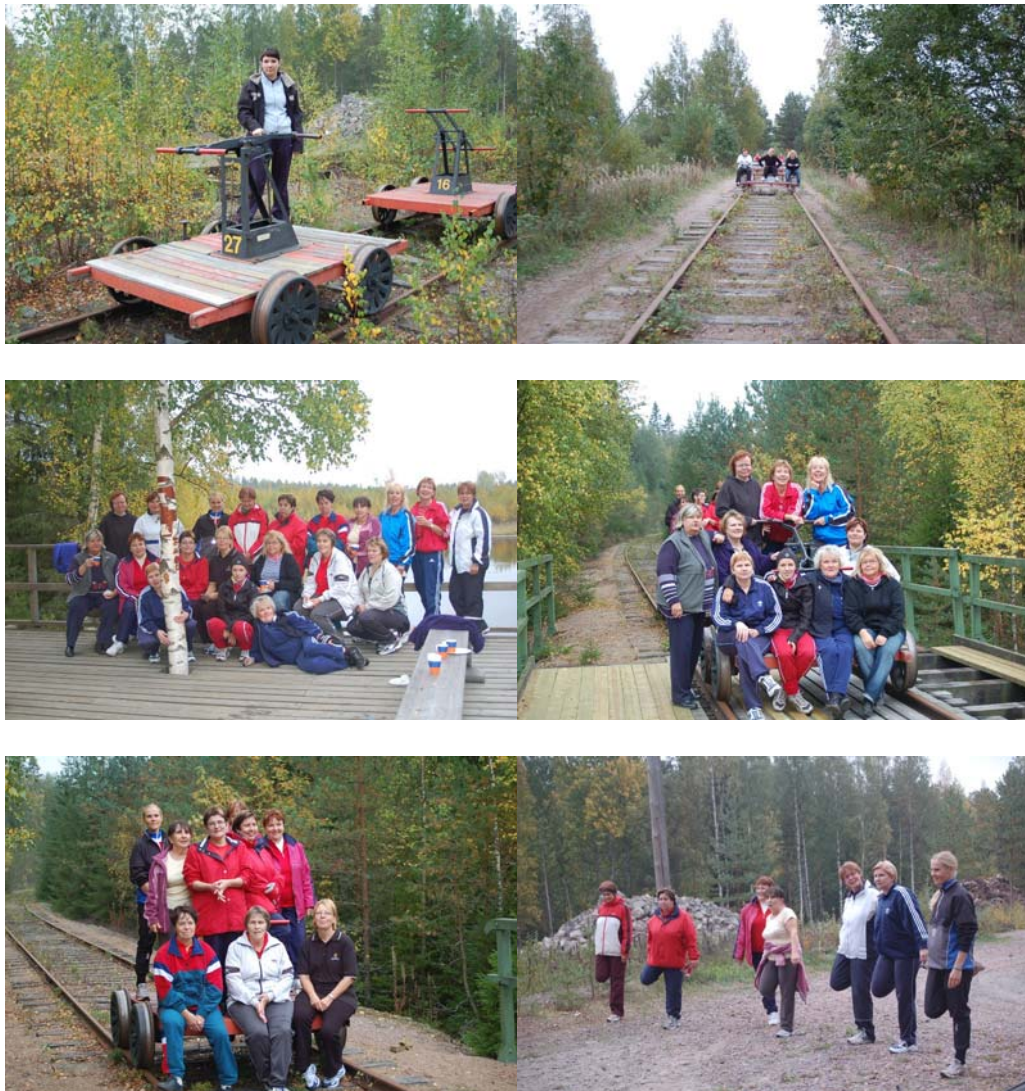
This part of the Bachelor's thesis describes the content of the two separate work ability afternoons implemented in the autumn of 2006. The actual program is introduced shortly with some additional descriptions of the different activities. Pictures and comments from the participants are included, comments are written with *italics*. Due to different timelines of the afternoons (the first afternoon seven and half hours, the second afternoon four hours), the program of the first afternoon included more activities than the second one.



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6.2.1 The First Work Ability Afternoon 28.09. 2006

The transportation of the afternoon was arranged by a bus company from Noormarkku. The afternoon started by arriving in the old railway station of Noormarkku, with a short welcome speech and introduction for the day. The first event of the afternoon was a brisk outdoor activity with inspection trolleys. The journey started from the old railway station of Noormarkku and continued to a beautiful break area in the middle of a forest in Noormarkku region. During the short break a snack was offered and the landscape was admired in pleasant atmosphere. With full stomachs the journey went on and finally ended to the starting point in Noormarkku railway station. All in all, the experience of driving inspection trolleys was unique and delightful. After the cheerful journey some stretching of the whole body was performed while waiting for the bus transportation.



Picture 1. First work ability afternoon

“Fun experience” “A fabulous idea”

“Beyond expectations” “I felt like I was in Lapland”

“I would not try it alone” “Brought old times to my mind”

“Required physical fitness and co- operation” “The weather was nice”

“It was not a new experience but enjoyable when performed in a group”

After driving with the inspection trolleys we moved over to the cabin further in Noormarkku. There the clients had leisure time of approximately two hours and a possibility to relax, wander around the terrain of the cabin and go to sauna and swimming in the nearby lake. Some time was also used in sharing the feelings and experiences concerning inspection trolley ride carried out earlier. After sauna and

relaxing, a delicious dinner, including beef soup with rolls and a tasty chocolate pasty, was offered.



Picture 2. First work ability afternoon

“The cabin was lovely” “Well organized”

“Tasty” “Delicious” “The food was filling”

“Relaxing” “Refreshing” “Great place, magnificent landscape”

The following event was a lecture on nonverbal communication. The interesting and hilarious lecture was given by theater director, Mr. Pekka Saaristo from Turku. The topic of the lecture was chosen because of the problems in the working community and the lecturer got acquainted with the issues beforehand based on the available information. The lecture itself included practical examples

of interaction and the lecturer succeeded in getting the audience actively to take part in the conversation.



Picture 3. First work ability afternoon

“Educational” “Fun and relaxing”

“Made me laugh” “A good lecture, raised thoughts”

“Could have lasted longer” “A brilliant choice of lecturer”

“Should have demanded more interaction from the audience”

“Great ending for a lovely day” “Made me think about my own actions”

“An interesting lecture, raised important thoughts in a working community”

After the lecture the afternoon was summed up with free conversation about the experiences and feelings raised during the afternoon. Additionally, the clients were asked to fill in a feedback questionnaire (Appendix 4 & 5) concerning the activities of the afternoon. Finally in the evening the clients were transported back to the service home and the first work ability afternoon was completed.



Picture 4. First work ability afternoon

“Refreshing”

“Total success”

“A nice experience”

“Perfect from all aspects”

“More afternoons like this”

“The program went smoothly”

“Well planned and implemented”

“Thank you, it was a pleasure to participate”

“Splendid, I could not have asked for anything more!”

“Not too tight schedule, nice to have time for relaxation”

“Nice to get out from the work routines on a normal workday”

6.2.2 The Second Work Ability Afternoon 30.11. 2006

The second work ability afternoon started with arriving in the parking lot of Isomäki area in Pori, a short welcome speech and introduction for the day. A short introduction to Nordic walking was given for the clients and it included information about the main health benefits and the benefits and importance of a proper Nordic walking style. After it Nordic walking technique was practiced in the Isomäki forest, followed by a three kilometers' track of brisk Nordic walking. Finally, stretching of all the big muscle groups was performed after the walking.



Picture 5. Second work ability afternoon

“Stretching was needed”

“Enough physical exercise”

“Just enough work out and stretching”

“It was nice to get advice on the technique of Nordic walking”

As the biggest part of the physical activities of the afternoon was completed, we moved over to the school building of Satakunta University of Applied Sciences, Social and Health Care Services, Pori. Some time was reserved for the change of clothes and going to sauna. In addition, some refreshments were served. After freshening up, a small meal including warm pie, fresh salad and a delicious dessert pasty with coffee was offered for the clients at a conference room in school.



Picture 6. Second work ability afternoon

After the meal there was a short presentation about exercising at work time. The presentation included a Power Point slide show (Appendix 7 & 8) about the factors and health benefits of exercising at work time. The topic seemed to be interesting and raised enthusiastic conversation. Practical exercising examples of the topic were looked through after moving in a gym. Written instructions of the exercises, including stimulating movement examples for the whole body (Appendix 6) and instructions for stretching (Appendix 9 & 10), were given to every participant. Interaction skills were practised by giving a short, comfortable massage to each other. Finally, relaxation was carried out by lying on a mattress, listening to a relaxation story (Appendix 11 & 12) and peaceful music.



Picture 7. Second work ability afternoon

“Refreshing”

“Relaxation made the day”

“Relaxation was enjoyable”

“Made me feel relaxed and comfortable”

The afternoon was summed up with free conversation about the experiences and feelings raised during the afternoon and by filling a feedback questionnaire (Appendix 13 & 14) concerning the activities of the afternoon. Additionally, in the questionnaire the participants were asked to give feedback concerning the whole work ability project. The second afternoon and the work ability project ended in pleasant atmosphere and all in all, the clients were contented.



Picture 8. Second work ability afternoon

“A nice day”

“Amazing experience”

“Enough physical exercise”

“Work routines did not even cross my mind”

“Hopefully increases the team spirit and atmosphere at the work place”

7 DISCUSSION

In the end of the year 2005 we were proposed to join the three-year long project called Developing the Occupational Physiotherapy in Satakunta. We were suggested to take responsibility over creating a one- year long work ability activities- project and write our Bachelor's thesis of the topic. As the original project was started already at the beginning of the year 2005, all the official agreements and papers were arranged by the authors of the first Bachelor's thesis and we were able to continue the project without needing to spend time with those matters.

The reasons we got interested in being a part of the Developing Occupational Physiotherapy in Satakunta- project and writing our Bachelor's thesis of work ability in the first place were that the topic was practical, down- to- earth and there was an opportunity to work with real clients. Furthermore, we were inspired by the fact that we had the possibility to plan and arrange such an important and wide event for the clients and that we were able to implement the event as a project. A positive matter was also the fact that the topic was concerned with occupational physiotherapy, which we both find one of the most interesting areas in physiotherapy.

We started our work ability project at the beginning of the year 2006 by familiarizing ourselves with the first Bachelor's thesis written for the original project. In the year 2006, the responsibility for carrying on the whole project was given to four persons who were working as two separate pairs. The duty of the first pair was to develop an ergonomic teaching package for the workers of a service home for mentally challenged adults and the second pair, we, was in charge of organizing work ability activities for the workers.

As stated above (p. 24), we were not able to go through relevant literature early enough and that is the reason why the scientific basis of the whole work ability- project remained somewhat shallow at first. Furthermore, it was not easy to find applicable literature specifically about work ability activities, as the area is so

wide and the possibilities for creating work ability activities are almost unlimited. However, it was an easier task to find material strictly about work ability and related themes due to the fact that there are especially many Nordic studies available in this field. What is more, the work ability model by Ilmarinen (2001) gave us a significant amount of help in understanding the concept more deeply and professionally.

The concept of work ability described by Ilmarinen (2001, 546), as illustrated in Figure 1 (p. 10), gave us a clear and comprehensive picture about our topic. The concept made us understand the extension of the term 'work ability'. There is an ambiguous explanation for the concept, as it includes so many different factors and is described as a dynamic and changeable process. (Ilmarinen, 2001, 546) Furthermore, Elo et al. (2002, 23) state that psychological factors have an increasing effect on a person's work ability nowadays. A decrease in a worker's mental capacity and well-being seem to be closely linked to the increase of sick-leaves and health problems. When planning the implementation of the work ability activities, we came to a conclusion to emphasize the health aspects of the concept of work ability. Especially mental capacity, well-being and social functioning were issues that we wanted to work with. The issues mentioned earlier rose up also from the recommendations of the previous Bachelor's thesis written for the project and from the discussions with the head and occupational nurses of the service home.

The Finnish Ministry of Social Affairs and Health state that full support and acceptance from the employer is essential when aiming to permanent changes and long-standing improvements of work ability (Sosiaali- ja terveystieteiden ministeriö 1995, 109), and we agree with this statement. In our situation, well-functioning collaboration with the head and occupational nurses was crucial in order to create and offer effective and advantageous work ability program for the employees.

The facts that our clients were nurses, working in shifts and doing both mentally and physically loading work were issues that needed to be taken into account when planning the activities of the afternoons (Arnetz 1999, 159- 160; Costa et al. 2005, 267; Marine et al. 2006). According to Luopajarvi (2001, 164- 165) and

Ruuskanen et al. (1995, 164- 165), multi-professional interaction and co-operation is essential when aiming to create and implement an efficient and beneficial work ability program. The co- operation with the head and occupational nurses of the service home was fluent and played a significant role in the planning.

The promotion of work ability, as illustrated in Figure 2 (p. 15) is described by four main factors in the work ability concept of Ilmarinen (2001, 550); individual's health, functional capacity, professional competence and work environment. Based on the information we received from the previous project workers and from the service home, we decided to emphasize the aspects of individual's health and professional competence. However, the two other aspects were naturally taken into account as well. According to Matikainen (2001, 107), activities which improve workers' well-being and encourage them to stay longer in working life are essential. Moreover, Ruuskanen et al (1995, 164- 165) point out that the best results will be gained when work ability activities are planned and directed towards the work, the working community and the employee all at the same time. Our aim was to create a versatile work ability program which would include all the aspects mentioned above. Improving factors like team work, co- operation and atmosphere in the working community, as mentioned in the study of Halin & Danielson (2006, 10- 13), were facts that we wanted to work with.

The planning of the work ability- afternoons was challenging as we at first had several different kinds of ideas about the activities. At times it was frustrating to find out that if we had done everything we wanted, the budget of the project would have been exceeded tremendously. What is more, it was demanding to balance the content of the afternoons equally on physical exercise and mental relaxation. Additionally, the wishes of the head and occupational nurses of the service home had to be taken into account. The task of coming up with activities improving the co- operational skills of the workers and including them smoothly in the program of the afternoons was not simple, either. In general, we were surprised at the fact how time- consuming the planning of the afternoons was, as there were many matters to be taken care of and many people to contact.

The actual implementation of the work ability afternoons was successful. We were able to conduct the program smoothly on both days in spite of the fact that we were extremely anxious about everything going as planned. Nevertheless, especially the first afternoon succeeded extremely well and both we and the clients were satisfied with the outcome of the day. However, about the second afternoon there are some factors we would like to give ourselves criticism for. For instance, we decided to fulfill the workers' wish about Nordic walking but the fact of combining it with activities improving interaction or co- operation among the workers did not even cross our minds. Only afterwards at a Bachelor's thesis meeting were we given some ideas by the tutoring teachers that we could have added more interaction on the whole activity of Nordic walking for example by inventing some kind of a game or task to be carried out during the walk as now there was not any intercommunication between the workers.

Another thing about the second afternoon worth mentioning here is that we feel that we did not have enough time to go through the stimulating exercises properly. As the whole concept of exercising at work time was considered highly important for the clients also by Dahl & Grenman (2007), we felt that we should have had much more time in order to get the workers acquainted with the exercises and to guide them individually. Due to the fact that the clients were only able to come for limited amount of hours on the second afternoon, we did not have enough time to go through the suggestions by Dahl & Grenman (2007), such as improving the muscle strength of abdominal and thigh muscles or increasing the awareness over the body. All in all, the workers were given written instructions of the exercises we thought were the most useful at the time, although retrospectively, we are not sure whether the material given was most beneficial or deep enough and whether the workers actually profited of it.

As we were a part of a project carried out in real working life, we had to take it seriously and concentrate properly on smooth co- operation with the client, i. e. the service home. From our point of view the co- operation functioned well and we were able to keep in touch with the representatives of the service home, although we feel that they could have been somewhat more approachable at times.

Mostly we were in contact with the head nurse of the service home but occasionally some factors were discussed also with the occupational nurse. At times we felt that it would have been helpful to communicate more often with persons both outside and in the working environment, such as the occupational nurse and an employee of the service home, due to the fact that the head nurse is a part of the working community itself. This would have been useful in order to get a clearer picture of the needs for improving work ability at the workplace.

Working in this kind of a project has taught a great deal of things to us. First of all, the above mentioned fact of working with real clients made us emphasize the unproblematic co- operation between us and the representatives of the service home, which we think was one of the most important factors in the whole work ability project. Second of all, we got to learn what it takes to work in a large project, what kind of responsibilities one has to take and what the main features in planning and conducting a project with this kind of content are. At first it was challenging to take control over managing such a large entity as this project as we did not have any previous experience on the subject, but in the end the experience was very rewarding. We were able to organize two rather extensive events successfully and learned how to adapt the content of the events suitable on the budget.

Furthermore, we were pleased to notice our skills in searching scientific literature improved noticeably during the project work as we were forced to use many different kinds of sources of information. Another remarkable fact which delighted us was that we gained a prominent amount of knowledge of the actual subject of promoting work ability. In addition, we were also able to deepen our previous knowledge on the subject. What is more, we were capable of developing our skills with critical reading of literature and critical evaluation of our own actions. However, in order to evaluate the outcome of the project we would have liked to receive more critical feedback about the content of the work ability afternoons from the participants to be capable of evaluating the actual profit of the project. Due to reasons beyond our control, we did not have a clear picture of the whole project, especially about the budget, in advance. We felt that at the beginning we were struggling because of being unsure about the direction of our

work ability project. Additionally, more tutoring would have helped us to start our project more smoothly.

In general, we feel we achieved the goals set for the work ability project to some extent. The aim of this project was to promote the work ability of the employees of a service home for mentally challenged adults through work ability activities. We were able to offer new experiences and information for the clients through the work ability project. They got new ideas concerning general physical exercising, exercising at work time and more extensively, developing of their whole life mentally and physically. We offered the workers new social experiences of cooperation with colleagues outside the workplace, and perhaps the workers also got new point of views on their work, colleagues, physical exercising, work ability and most importantly, on their own actions. At this point, however, it is too early to say whether the work ability of the employees actually improved; this is something the last project group needs to find out.

We are satisfied with the project itself as the work ability afternoons succeeded well and both we and the clients were contented but, as stated earlier, the actual benefits of the project are not clear yet. Despite all stressing and panicking we are overwhelmed by the fact that we were able to carry out a project of this magnitude although we are aware that there are still some areas we need to develop ourselves in, such as concentrating on creating activities which are strictly designed for clients in question.

As this work ability project is now finished, we feel we are in a position in which we can share some thoughts with others working with the same kind of projects. First of all, familiarizing with the project should be started early enough to avoid unnecessary rush and nervousness. The budget, schedule and specific content of the project have to be clear when the project is actually launched. It is crucial to keep up efficient and constant communication with the collaboration partner in order to keep both of the parties updated on the progress of the project. Before the actual planning of the activities it is essential to have enough specific background information on the possible problems and needs of the working community in order to be able to design efficient and beneficial events. In addition to these,

gathering of data on the wishes and desires of the workers is as much of importance. It might be beneficial to contact both an employee of the working community and a contact person outside of the actual working community, such as an occupational nurse, for instance.

When the exact planning and organizing of the project is started, make sure to use your imagination when designing the activities. Have enough time for planning and arranging the whole thing, be informative and creative! Remember to keep up with an enthusiastic attitude and be aware of everything that is going on in the project. What ever might happen, trust yourself and hold the reins.

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APPENDIX 1

Hello!

We are two physiotherapy- students from Pori, Satakunta University of Applied Sciences. We are continuing the work ability- and ergonomics- project, which was started in your workplace last year, as a part of our Bachelor's thesis. Our aim is to plan and carry out work ability activities for the workers and that is the reason why we would like to find out your opinions and wishes on the subject. It is voluntary to answer these questions, although we hope you do it as the work ability afternoons are developed basing them on your wishes and needs. The questionnaires are filled anonymously and total confidentiality is assured.

We will get back to you in May- June, when we are going to present a preliminary plan of our work ability- themes for all of the workers.

We thank you for your response!

physiotherapy students Jutta Tuori & Hanni Raiskio

1. Make a list of your wishes about the content of the work ability- afternoons:

2. Do you have any limitations that may hinder your participation in the work ability activities, such as allergies, physical restrictions or injuries? Make a list:

Hei!

Olemme fysioterapiaopiskelijoita Satakunnan Ammattikorkeakoulusta Porista. Jatkamme työpaikallanne viime vuonna aloitettua työkyky- ja ergonomiaprojektia osana lopputyötämme. Tarkoituksenamme on suunnitella ja toteuttaa TYKY- toimintaa työntekijöille, ja siksi haluaisimme kuulla mielipiteitänne ja toiveitanne. Kysymyksiin vastaaminen on vapaaehtoista mutta toivottavaa, sillä kehitämme TYKY- iltapäivät toivomustenne ja tarpeidenne perusteella. Kyselylomakkeet palautetaan nimettöminä ja vastaukset käsitellään täysin luottamuksellisesti.

Palaamme asiaan touko-kesäkuussa, jolloin esittelemme alustavan suunnitelmamme TYKY- teemoista kaikille työntekijöille.

Kiitos vastauksestasi!

fysioterapiaopiskelijat Jutta Tuori & Hanni Raiskio

1. Listaa TYKY- iltapäivien sisällöksi:

2. Onko sinulla joitakin rajoituksia, jotka voivat haitata johonkin tiettyyn TYKY- toimintaan osallistumista, esim. allergia, liikkumisrajoituksia, vammoja? Listaa:

December 2005	The first idea about the topic of the Bachelor's thesis	Getting familiar with the on-going project
February 6, 2006	Bachelor's thesis planning seminar at school	Discussing project aims and design
February 7, 2006	A meeting at the service home	Getting familiar with the head and occupational nurses, introduction of ideas how to carry on with the project and initial timetables
February 15, 2006	A project meeting at school with the tutoring teachers	
March 2006	Sending questionnaires about the content of the afternoons to the workers of the service home via email	Appendix 1 & 2
June 1, 2006	A project meeting at school with the tutoring teachers	
June 1, 2006	A meeting at the service home. The introduction of our part of the project for the workers of the service home	Collecting the questionnaires
August - September 2006	The planning and organizing of the activities for the first afternoon	Going through the questionnaires
September 1, 2006	Contacting Ohjelmamestarit in order to receive an offer to run the work ability activities of the first afternoon	
September 1, 2006	Contacting Jannen Safari in order to receive an offer to run the work ability activities of the first afternoon	
September 1, 2006	Contacting Ms. Maija Peltonen in order to book the cabin from Noormarkku	Preliminary booking
September 5, 2006	Confirming the booking of the cabin	
September 6, 2006	Contacting theatre director, Mr. Pekka Saaristo, requesting him to come and run a lecture for the workers during the first afternoon	
September 7, 2006	Organizing and ordering the catering for the first afternoon	All the diets informed in advance were taken into account
September 8, 2006	The rejection of the offers from	

	Ohjelmamestarit and Jannen Safarit	
September 8,2006	Contacting Mr. Antti Mäkinen in Elämysrautatiet in order to receive an offer for using inspection trolleys	
September 12,2006	Visiting the cabin, where the first afternoon takes place, in Noormarkku	
September 12,2006	A meeting at the service home with the occupational and head nurses about the exact timetable of the first afternoon and gathering more precise information about the workers for the lecturer	
September 13,2006	Organizing the transportation for the workers from Ulvila to Noormarkku and back	Transportation was provided by Ruisliikenne Ky
September 14,2006	Accepting the offer of Elämysrautatiet and booking the inspection trolleys plus packed lunch	
September 19,2006	Informing the workers about the final timetable via e-mail	
September 21,2006	Formulating a questionnaire about the outcome of the first afternoon	Appendix 4 & 5
September 25,2006	The acceptance of the questionnaire by the tutoring teachers of the Bachelor's thesis	
September 28,2006	THE FIRST WORK ABILITY ACTIVITIES-AFTERNOON	
October 6,2006	Contacting the service home, asking about the specific wishes about the location of the second afternoon and sending the pictures taken during the first afternoon	
November 2006	Planning and organizing the activities for the second afternoon	
November 8,2006	Booking the space, facilities and equipment needed from school, where the second afternoon takes place	The gym, the saunas, the conference room Martta, Nordic Walking poles
November 9,2006	Organizing and ordering the catering for the second afternoon	School restaurant Fazer Amica; all the diets informed in advance were taken into

		account
November 14,2006	Contacting the service home, asking about the starting time and transportation of the second afternoon	
November 20, 2006	Formulating a questionnaire about the outcome of the second afternoon	Appendix 13 & 14
November 21,2006	A meeting with the chief of Fazer Amica, Ms. Maria Iljanto	Discussing about the catering for the second afternoon
November 23,2006	Contacting the service home and informing the workers about the final timetable of the second afternoon via e-mail	
November 23,2006	Producing a power point-presentation for the second afternoon	The topic of the presentation was Exercising at work time
November 29,2006	Arranging the space needed and gathering the equipment needed at school	
November 30,2006	THE SECOND WORK ABILITY ACTIVITIES-AFTERNOON	
December 2006	Searching and collecting literature and writing the Bachelor's thesis	
December 12,2006	A Bachelor's thesis meeting at school with the tutoring teachers	
December 15,2006	Mailing the pictures of the both work ability afternoons to the service home	
December 2006	Ending the work ability-project	
January- February 2007	Writing the Bachelor's thesis	

FEEDBACK QUESTIONNAIRE

28.09.2006

Instructions: Evaluate the different themes of the afternoon numerically. You can also fill in comments of your own. Finally, we hope that you will fill in verbal evaluation concerning the whole work ability- afternoon. Total confidentiality is assured.

We thank you for your response!

Numerical evaluation:

- 1= boring, unnecessary
- 2= satisfactory
- 3= middle level
- 4= interesting, funny
- 5= brilliant

- Inspection trolley- ride, evaluation ____

- Sauna (+ swimming), evaluation ____

- Beef soup- dinner + dessert, evaluation ____

- The lecture of Pekka Saaristo, evaluation ____

- GENERAL EVALUATION OF THE WHOLE AFTERNOON:

PALAUTEKYSELY

Täyttöohje: Arvioi iltapäivän eri kokonaisuuksia numeerisesti. Voit myös kirjoittaa omia kommenttejasi. Lopuksi toivomme, että täytät sanallisen arvioinnin koskien koko TYKY-iltapäivää. Vastaukset käsitellään luottamuksellisesti.

Kiitos vastauksestasi!

Numeerinen arviointi:

1= tylsä, tarpeeton

2= tyydyttävä

3= keskitasoa

4= mielenkiintoinen, hauska

5= loistava

- Resiina- ajelu, arviointi _____

- Saunominen (+ mahdollinen uiminen), arviointi _____

- Keittoruoka, arviointi _____

- Pekka Saariston luento, arviointi _____

- YLEINEN ARVIOINTI KOKO ILTAPÄIVÄSTÄ:



Tools RG
Know how to show how

Taukoliikuntaohjeita

Pvm : 27.11.2006

NISKA- HARTIASEUDUN VERENKIERTOJA ELVYTTÄVÄ LIIKE

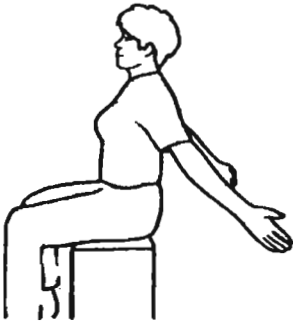


Istuen tai seisten hyvässä ryhdissä. Pyöritä hartioita rauhallisesti ympäri molempiin suuntiin.

Toista 10 kertaa kumpaankin suuntaan.

© PhysioTools Ltd

RINTAKEHÄÄ AVAAVA LIIKE



Tuolilla istuen.

ALKUASENTO: Pyöristä selkä, vie kämmenselät yhteen polvien väliin.

LIIKE: Suorista selkä, vedä lapaluut yhteen ja samalla käännä peukalot ja kämmenet ulospäin.

Toista 15 kertaa.

© PhysioTools Ltd

NISKALIIHAKSIA VENYTTÄVÄ LIIKE



Seiso hyvässä ryhdissä.

Kallista korva kohti olkapäätä, laske hartia alas. Voit tehostaa venytystä kurkottamalla sormilla kohti lattiaa. Tunnet venytyksen niskalihaksissa. Pidä venytys 15-30 sek.

© PhysioTools Ltd

RINTARANGAN LIIKKUVUUTTA LISÄÄVÄ LIIKE



Istu tuolilla, selkä suorana jalkapohjat tukevasti lattialla. Vie keppi rinnalle tai niskan taakse.

Kierrä ylävartaloa rauhallisesti puolelta toiselle, anna pään kiertyä mukana. Voit lisätä liikkeen loppuun rauhallista, pientä joustoliikettä.

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REIDEN TAKAOSAN LIHAKSIA VENYTTÄVÄ LIIKE

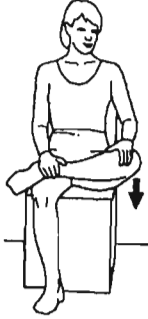
Seisten tai istuen.

Ojenna toinen jalka suoraksi, koukista nilkka. Nojautu ylävartalosta jalkaa kohti. Tunnet venytyksen reiden takaosan lihaksissa.

Mikäli venytys tuntuu liian voimakkaalta voit koukistaa hieman polvea.

Pidä venytys 15-30 sek.

© PhysioTools Ltd



PAKARALIHAKSIA VENYTTÄVÄ LIIKE

Istu tuolilla selkä suorana. Vie nilkka polven päälle. Nojautu ylävartalosta eteenpäin. Tunnet venytyksen pakaralihaksissa.

Pidä venytys 15-30 sek.

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Exercising at work time

What is it?

- Stimulating movements performed at work time
- Relaxation
- Independent or guided

Why bother?

- Eases:
 - Fatigue
 - Lack of strength
 - Anger
 - Concentration
- Improves work ability and work motivation

Why bother?

- Reduces:
 - Muscle tightness
 - Muscle pain/ache
 - Joint exertion
 - Muscle exertion

Health benefits

- Increases blood circulation and metabolism
- Improves efficiency at work
- Decreases joint exertion

Health benefits

- Decreases muscle tightness and pain
 - Relaxation
 - Improves social skills
 - Decreases the amount of accidents
- Increase in work quality

When and how?

- Daily
- During the breaks
- Alone or together with others
- Almost anywhere!

5 minutes is enough!

- you need only a few minutes at a time
 - **THE RESPONSIBILITY IS YOURS!**
- By exercising regularly you can maintain good health and keep yourself motivated towards the work

References

- Finnish Institute of Occupational Health,
www.ttl.fi
- Physiotherapy lecture notes

Taukoliikunta

TYKY-Raportti 30.11.2006

1

Mitä on taukoliikunta?

- Työpäivän aikana tapahtuvaa elvyttävää voimistelua/rentoutumista
- Omatoimista tai ohjattua

TYKY-Raportti 30.11.2006

2

Miksi vaivautua?

- Helpottaa:
 - väsymystä
 - voimattomuutta
 - ärtyneisyyttä
 - keskittymistä
- Työssä jaksamista, motivoitumista työhön

TYKY-Raportti 30.11.2006

3

Miksi vaivautua?

- Helpottaa:
 - lihaskireyttä
 - lihaskipua
 - nivelten rasitusta
 - lihasten rasituksensietokykyä

TYKY-Raportti 30.11.2006

4

Terveysvaikutukset

- Verenkierron ja aineenvaihdunnan vilkastuminen
- Havaintokyvyn, tarkkuuden, nopeuden ja vireyden lisääntyminen
- Niveliin kohdistuvan rasituksen vähentyminen

TYKY-Raportti 30.11.2006

5

Terveysvaikutukset

- Lihaskireyksien ja -kipujen lievittyminen
 - Rentoutuminen
 - Sosiaalinen kanssakäyminen
 - Tapaturma-alttiuden vähentyminen
- Työn laadun parantuminen

TYKY-Raportti 30.11.2006

6

Milloin ja miten?

- Päivittäin useita kertoja
- Taukoihin sisällyttäen
- Yksin tai yhdessä muiden kanssa
- Melkein missä vaan!

TYKY-Raportti 30.11.2006

7

5 minuuttia riittää!

- Tarvitset kerralla vain muutaman minuutin taukoliikunnan toteuttamiseen!

VASTUU ON SINULLA!

- Säännöllisellä, päivittäisellä harjoittelulla pidät itsesi terveempänä ja motivoituneempana työhösi!

TYKY-Raportti 30.11.2006

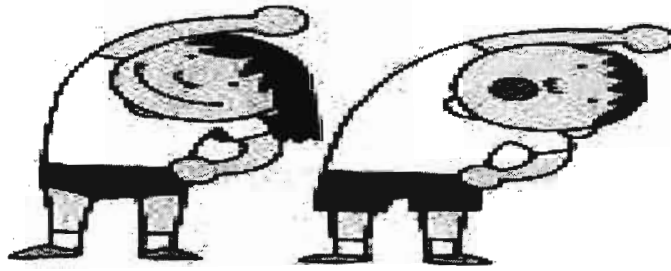
8

Lähteet

- Työterveyslaitos, www.ttl.fi
- Omat fysioterapia-muistiinpanot

TYKY-Raportti 30.11.2006

9



STRETCHING

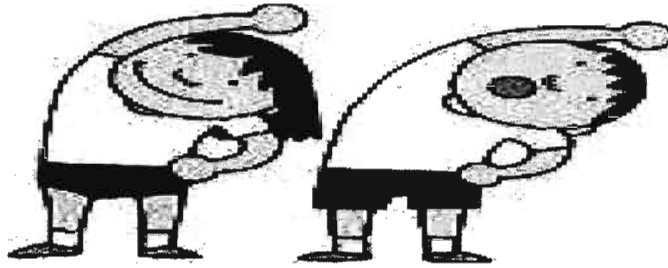
The goals of stretching are to

- * stretch muscles and maintain or increase the range of motion in joints
- * reduce muscle tension
- * improve elasticity of muscles
- * help muscle relaxation and recovery after exercising
- * help maintaining a good overall posture



When and how to stretch?

- * Always after exercising (walking, going to gym and so on)
- * After warming up
- * Steadily and smoothly
- * without pain!
- * Hold the stretch close to the extreme position for 20- 30 seconds
- * Repeat 1-3 times / muscle group



VENYTTELY

Venyttelyn tavoitteena on

- * venyttää lihaksia ylläpitäen ja / tai laajentaen nivelten liikkuvuuksia
- * vähentää lihasjännitystä
- * parantaa lihasten joustavuutta
- * auttaa lihasten rentoutumista ja palautumista harjoittelun jälkeen
- * auttaa ylläpitämään hyvää ryhtiä



Milloin ja miten venyttelen?

- * Aina harjoittelun jälkeen (kävelylenkki, jumppa tms.)
- * Alkulämmittelyn jälkeen
- * Rauhallisesti, tasaisesti
- * Kivuttomasti
- * Pito lähellä ääriasentoa 20- 30 sekuntia
- * Toisto 1- 3 kertaa / lihasryhmä

SHORT RELAXATION PROGRAM

- **Take a good position.** Take five deep breaths in and out. After this, breathe evenly on your own speed.
- **Focus your thoughts on your legs** and feet and relax the muscles on the area. Let your thoughts slide on the heels and slowly upwards. You feel pleasant warmth, relaxation and weight on your both legs. Your calves, shins, knees and thighs relax on their own turn and nestle against the floor totally relaxed and warm.
- **Move your thoughts on the lower back**, gluteus muscles, hip area and back muscles. Let the muscles relax. Your breathing is still calm and even. Then focus your thoughts on the abdominal muscles, let them relax and lightly move the feeling of warmth over the chest to the chest muscles, relax the muscles.
- **Now focus your thoughts on your arms** and relax them. Start from the tips of fingers, palms and wrists towards the elbows and relax all the muscles. The feeling of warmth slides upwards towards the shoulders, biceps muscles and the muscles on the back of the arms become heavy and relaxed. Your shoulders nestle against the floor and feeling of warmth spreads through the shoulders.
- **Now move your thoughts slowly upwards** to the neck muscles and relax them. Next focus on the muscles of the face and let them relax. First the chin, then the cheeks and finally the forehead. At last, the feeling of warmth reaches the top of the head and you are completely relaxed. Let your whole body relax even more. The pleasant feeling of relaxation becomes deeper, you feel good and calm. All your muscles are totally relaxed, your breathing is even and calm. Use one moment to enjoy this pleasant condition and let your thoughts fly free.
- **Now you begin to feel how strength**, energy and muscularity slowly return to your muscles and body. The muscles become stronger and stronger; especially you feel this on your legs. You feel the power flowing into your legs, into the middle body and arms. Little by little you move your legs and arms and soon you are again able to control all the muscles in your body. The pleasant, relaxed feeling continues and you feel good about yourself. You feel powerful and alert. Little by little you open your eyes and get up when you feel it is suitable. The exercise is over.

Text: Johanna Aatsalo-Sallinen

(http://www.yhteishyva.fi/yhteishyva/terveys_kauneus/terveys/eri_tapoja_rentoutua/fi_FI/lyhyt_rentoutumisohjelma/) Updated on 26.11.2004.

LYHYT RENTOUTUMISOHJELMA

- **Ota hyvä asento.** Hengitä viisi kertaa syvään sisään ja puhalla rauhallisesti ulos, keuhkot aivan tyhjiksi. Hengitä tämän jälkeen tasaisesti, rauhallisesti keskisyvää hengitystäsi.
- **Kohdista ajatukset jalkoihin,** jalkateriin ja rentouta alueen lihakset. Anna ajatusten liukua kantapäiden alueelle ja siitä pikkuhiljaa ylöspäin. Tunnet kuinka miellyttävä lämmön, rentouden ja painon tunne leviää molempiin jalkoihin. Sääret, pohkeet, polvet ja reidet rentoutuvat kukin vuorollaan ja painautuvat tiiviisti alustaan, aivan rentoina ja lämpiminä.
- **Siirrä nyt ajatukset alaselkään,** pakaralihaksiin, lantion alueelle, selkälihaksiin. Anna lihasten rentoutua. Hengityksesi on edelleen rauhallista ja tasaista. Kohdista sitten ajatukset vatsalihaksiin, anna lihasten rentoutua ja vie siitä eteenpäin lämmön tunnetta kevyesti yli rintakehän rintalihaksiin asti ja rentouta ne.
- **Kohdista nyt ajatuksesi käsiin** ja rentouta ne. Aloita sormenpäistä, kämmenestä, ranteesta kohti kyynärpäitä. Käsivarren lihakset rentoutuvat. Lämmön tunne liukuu ylöspäin kohti olkapäitä, hauikset ja käden takaosan lihakset muuttuvat painaviksi ja rennoiksi. Olkapäät painuvat alustaan ja lämmön tunne leviää hartioihin.
- **Siirrä nyt ajatukset hitaasti ylös** kaulaan ja niskan lihaksiin ja anna niiden rentoutua. Keskity seuraavaksi kasvojen lihaksiin ja anna niiden rentoutua. Ensin leuka, sitten posket ja lopuksi otsa. Viimein lämmön tunne saavuttaa päälleen ja olet aivan rento. Anna nyt koko kehon rentoutua vielä lisää. Miellyttävä rentouden tunne syvenee, sinulla on hyvä ja rauhallinen olo. Kaikki lihaksesi ovat aivan rennot, hengityksesi on keskisyvää, tasaista ja rauhallista. Nauti hetki tästä miellyttävästä olotilastasi ja anna ajatustesi leijaila vapaasti.
- **Nyt alat tuntea, kuinka voima,** tarmo ja jänteveys pikku hiljaa palaavat lihaksiisi ja kehoosi. Lihakset tulevat yhä voimakkaammiksi, erityisesti tunnet tämän jaloissasi. Tunnet kuinka voima virtaa jalkoihin, sieltä keskivartalon alueelle ja käsiin. Vähitellen liikuttelet jalkojasi, käsiäsi ja pystyt taas hallitsemaan kaikki lihakset. Miellyttävä, rento olosi jatkuu, sinun on hyvä olla. Koet itsesi voimakkaaksi ja virkeäksi. Vähitellen avaat silmäsi ja nousest istumaan, kun koet hetken sopivaksi. Harjoitus on päättynyt.

Teksti: Johanna Aatsalo-Sallinen

(http://www.yhteishyva.fi/yhteishyva/terveys_kauneus/terveys/eri_tapoja_rentoutua/fi_FI/lyhyt_rentoutumisohjelma/) Päivitetty 26.11.2004.

FEEDBACK QUESTIONNAIRE

Instructions: Evaluate the different themes of the afternoon numerically. You can also fill in comments of your own. Finally, we hope that you will fill in verbal evaluation concerning the whole work ability- afternoon. Total confidentiality is assured.
We thank you for your response!

Numerical evaluation:

- 1= boring, unnecessary
- 2= satisfactory
- 3= middle level
- 4= interesting, funny
- 5= brilliant

The second work ability- afternoon, numerical evaluation ____

Please evaluate **the whole work ability- project carried out during the year 2006** (information event, both of the work ability- afternoons), numerical evaluation ____

We thank you for your participation in the project!

30.11.2006

PALAUTEKYSELY

Täyttöohje: Arvioi iltapäivän eri kokonaisuuksia numeerisesti. Voit myös kirjoittaa omia kommenttejasi. Lopuksi toivomme, että täytät sanallisen arvioinnin koskien koko TYKY-iltapäivää. Vastaukset käsitellään luottamuksellisesti.

Kiitos vastauksestasi!

Numeerinen arviointi:

- 1= tylsä, tarpeeton
- 2= tyydyttävä
- 3= keskitasoa
- 4= mielenkiintoinen, hauska
- 5= loistava

Toinen TYKY- iltapäivä, numeerinen arviointi ____

Arvioi vuonna 2006 järjestettyä TYKY- toimintaprojektia (infotilaisuus, molemmat TYKY-iltapäivät), numeerinen arviointi ____

Suuret kiitokset osallistumisestasi projektiin!