

*“Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought at a price. Therefore honor God with your body.” (1Cor. 6:19-20)*

*fine fit  
+  
fabulous*

A purpose driven spirituality,  
nutrition and fitness program

Toolkit



Making Health Equality a Reality



## Purpose of the Fine, Fit and Fabulous Toolkit

### Toolkit and Guide

The Bronx Health REACH coalition led by the Institute of Family Health was formed in 1999 to work on eliminating racial and ethnic disparities in diabetes specifically and health outcomes generally. The Bronx Health REACH coalition works to design, develop and implement model community programs. In addition, the coalition works to develop sustainable health improvement through policy, institutional, environmental and system changes.

In 2004, Bronx Health REACH, in collaboration with Believer's Christian Fellowship Church in the Bronx, developed a faith-based Diabetes prevention program. Under the leadership of Pastor, Rev. Dr. Suzan D. Johnson Cook, and the guidance of Loyce Godfrey, *Fine, Fit and Fabulous (FFF)* was created as an exciting twelve-week education program and group support providing participants with the knowledge and tools to adopt a healthy lifestyle based on good nutrition and regular exercise all with a context of Christian values. Support for this program was provided by the Center of Disease Control (CDC) and the New York State Department of Health's bureau of chronic disease services.

The goal of this toolkit is to prepare churches to run the *Fine, Fit & Fabulous (FFF)* program at their church. This toolkit will provide:

- ✚ An overview of *Fine, Fit and Fabulous*
- ✚ A description of the *Fine, Fit and Fabulous* nutrition lessons and concepts
- ✚ Suggestions for setting up and managing *Fine, Fit and Fabulous*
- ✚ Tools for churches to evaluate their *Fine, Fit and Fabulous* program
- ✚ Program Materials
- ✚ Separate guides for Program Leader, Evaluation Coordinator & Participants



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## 1. Introduction

### PROGRAM DESCRIPTION

*Fine, Fit and Fabulous* is a faith-based nutrition and fitness program with three major components:

- Eleven group discussion sessions focusing on a different spiritual or nutrition theme each week
- Twelve exercise sessions led by a fitness instructor
- Buddy or small group support

Because *Fine, Fit and Fabulous* is a self-directed program, the goals of each participant help to direct the weekly discussions. Each participant develops an action plan with short and long-term goals relating to nutrition and fitness. This plan becomes the guide participants use to make critical changes in their health behaviors. Led by the *Program Leader*, weekly meetings are an opportunity for participants to support each other while acquiring nutrition information, incorporating fitness into their lives and developing a perspective that links healthy lifestyle to their faith-based values.

In addition to exercising as a group, each week participants partner with a buddy or group with similar interests in physical activities. Buddies hold each other accountable for their goals. They provide encouragement through email, phone calls, and other means of communication. The buddy system ensures accountability.

### SPIRITUAL FOUNDATION

*Fine, Fit and Fabulous* is designed around four key points, to encourage participants to link their faith-based values to their health.

1. Purpose driven reasons for caring for one's body.
2. Adopting a healthier lifestyle requires discipline, moderation and self-control, character traits emphasized throughout the scriptures.
3. Setting goals and staying focused are the keys to improving health.
4. It is important to honor God by taking care of one's body – the dwelling place of the Holy Spirit.

Some of the weekly discussion topics include:

#### **The Food, God and Health Connection**

Solomon said, *"Where there is no guidance, the people fall"* (Proverbs 11:14)

#### **Self-Indulgence and Gluttony are Sins – Are you sinning?**

*"Jeshurun grew fat and kicked: filled with food, he became heavy and sleek. He abandoned the God who made him and rejected the Rock his Savior."* (Deuteronomy 32:15)



**Self-Discipline, Moderation, and Self-Control – Is that your stomach growling or your soul?**  
*“Everyone who competes in the games goes into strict training. They do it to get a crown that will not last; but we do it to get a crown that will last forever.” (1 Corinthians 9:25)*

**Using God’s Strength to Live a Healthier Life – Trade in “fat and happy” for “fit and healthy”!**  
*“I can do all things through Christ who strengthens me.” (Philippians 4:13)*

## **STARTING OUT**

The program begins with an initial meeting between church leaders to discuss recruitment, materials and other logistics for *Fine, Fit and Fabulous*.

This initial meeting is also an opportunity to plan the orientation session for participants, where they will receive their program materials, meet each other and learn about the program. The orientation can also be used to divide participants into buddies or groups and guide them through the process of developing an action plan.

## **PROGRAM FORMAT**

Participants meet weekly for twelve structured 2 ½ hour sessions. Each session has either faith-based values theme or nutrition theme which guides the discussion, followed by one hour of fitness instruction. Participants also have time to talk about successes and struggles encountered while working towards their nutrition and fitness goals.

To track individual accomplishments and demonstrate the overall impact of the *Fine, Fit and Fabulous* program, it is important for participants to keep a record of their progress (please refer to the “Orientation” section in the Leader’s Guide for more details). Participants are given the following tools to track their progress during the program:

### **Action Plan**

The first step for participants in the twelve-week program is to create an action plan. The action plan includes a contract that is developed with a buddy or group and signed by each participant. Each participant should include reasonable goals for being spiritually and physically fit. The action plan template is included in the participant’s packet, along with a guide to developing the plan through discussion and activities.

### **Enrollment Form**

Each participant is asked to complete an enrollment form designed to record basic health information including height, weight, and diabetes risk factors. Participants also fill out the form at the end of the program so that they can see the results they have achieved throughout the twelve weeks.



### **Goal Planning Worksheet**

Participants can use this worksheet to record the short and long-term fitness goals they included in their action plans, the steps they will take to achieve these goals, their efforts to overcome challenges, and plans to celebrate successful completion of the program.

### **Exercise Record Sheets**

These record sheets allow participants to track their fitness activity each week. There is also space for participants to record daily notes on their progress, which they can share during the discussion portion of each group meeting.

### **Nutrition Pre/Post Tests**

Participants complete a comprehensive nutrition pre-test during the first session. Questions from the test are repeated each week following the corresponding lessons. This post-test allows for the tracking of nutrition knowledge gained by each participant.

### **Weight Loss Log**

Participants are weighed at orientation and every two weeks after that to track weight loss throughout the program.

### **Food Diary**

Participants are asked to write down all the foods they eat for a week to determine whether or not they are consuming a healthy amount of calories and fat. Participants are encouraged to share this diary with their buddy or group leader and to exchange tips on how to improve eating habits.

### **END OF PROGRAM CELEBRATION**

The final session can be used to formally acknowledge participants' completion of the twelve-week program. Alternatively, participants may be honored with certificates at a weekly church service so that the entire congregation can share in their accomplishments.

## **2. FINE, FIT AND FABULOUS (FFF) TEAM**

### **THE ROLE OF THE FFF LEADER**

The Program Leader is responsible for leading the *Fine, Fit, and Fabulous* nutrition and faith-based lessons. In addition, the leader supports the evaluation coordinator and fitness instructor in recruitment, retention, and program evaluation. The main components of the Program Leader's job are described below.

#### **Coordinate the Orientation Session**

At the orientation, the Program Leader needs to ensure that ALL participants complete the following paperwork and tasks:

- Disclaimer
- Health, Fitness and Medical Questionnaire
- Action Plan and Contract
- Goal Planning Worksheet
- Nutrition Pre-test
- Weekly food and exercise logs (to be completed each week)
- Choosing a buddy

*\*Please refer to the "Orientation section" of the Program Leader's guide for specific guidance on how to fill out each Fine, Fit and Fabulous form*

The Program Leader also distributes any FFF fitness supplies to each participant. These materials are discretionary and not necessary to run the program:

1. Fine, Fit and Fabulous t-shirt
2. Fine, Fit and Fabulous wrist sweat bands
3. Pedometer
4. Yoga mats

#### **Prepare and facilitate weekly sessions**

The Program Leader introduces the program structure to participants and conducts weekly nutrition and faith-based lessons. The Program Leader also coordinates the work of the Fitness Instructor and Evaluation Coordinator. Working with the Evaluation Coordinator, the Program Leader ensures that all paper work is completed and all evaluation measures are being addressed. Working with the fitness instructor, the Program Leader coordinates fitness sessions to address participants' fitness capability goals, and to track participants' progress.



**Support participant's efforts towards reaching their goals and making long lasting, healthy lifestyle changes**

The Program Leader should make use of motivational techniques to support participant's efforts to stay on course with their goals and foster team building among participants. In addition, the Program Leader should stress to participants the importance of:

- Completing homework
- Completing weekly food and exercise logs
- Completing evaluation forms
- Attending all sessions



## THE ROLE OF FFF THE EVALUATION COORDINATOR

Running a successful *Fine, Fit and Fabulous* program at your church takes a lot of time and commitment – one person should not do it alone! The Evaluation coordinator provides key support to the Program leader in the following areas:

### ▪ Recruitment

Before the program begins, the Evaluation Coordinator can assist in the recruitment campaign. This toolkit provides marketing materials, including flyers, inserts, sample of announcements and talking points in the *Program Materials* section on page 28. One-on-one conversations with potential participants is an important aid in successful recruitment efforts.

### ▪ Data Collection

The most important role of the Evaluation Coordinator is to collect the necessary information that will help assess participant's progress and the overall impact of the program. Measuring the knowledge gained by participants and the behavior changes will help to identify what worked well and what could be improved. This information can also be very valuable if the church seeks support to run additional programs.

The Evaluation Coordinator assists the Program Leader to collect information in the following ways:

#### ○ *Pre-Enrollment Materials*

Each participant must complete enrollment forms, medical questionnaires and disclaimers prior to the start of the program. It may be useful to hold a pre-orientation session where interested individuals can sign up for the program and receive assistance with paperwork.

#### ○ *Pre and Post Nutrition Test*

*Fine, Fit and Fabulous* includes tools to measure participants' level of knowledge about nutrition before and after participation. In order to demonstrate that participants learned new information in the program, it is critical to distribute and collect nutrition tests at the beginning session and in sessions 2, 5, 7, and 9 of the program.

#### ○ *Attendance*

Participants sign the attendance sheet each week so that the Evaluation Coordinator can keep track of how many sessions each individual has attended.

#### ○ *Weigh-In*

Participants weigh-in biweekly to track weight loss. The Evaluation Coordinator records results for each participant using the weight log.



In addition, the Evaluation Coordinator can assist the Program Leader by providing ongoing support and inspiration to participants as they complete the goal worksheets, exercise record sheets, and food logs. Phone calls and individual meetings are successful ways to encourage participants as they move through the program and continue to work toward their goals.

- **Analyzing the program**

As data is collected, the Evaluation Coordinator is responsible for analyzing the results. Details on how to analyze *Fine, Fit and Fabulous* data are described in the evaluation chapter of the toolkit (also see *Evaluation Requirements on page 11* for details on how to organize FFF data).



## **THE ROLE OF THE FITNESS INSTRUCTOR**

The Fitness Instructor is responsible for designing the fitness program and leading the weekly hour long program physical fitness sessions. He/she also assists participants to develop fitness goals and to track their progress. The Fitness Instructor's role in the orientation and program phases are as follows:

### **Pre-Program/Orientation**

#### *Medical Questionnaires*

Use the medical questionnaires completed by each participant to design twelve fitness sessions appropriate for all ages and abilities.

#### *Action Plan*

Work with participants to develop appropriate short and long-term fitness goals.

### **During Program**

#### *Weigh-In*

Assist the Evaluation Coordinator with biweekly weigh-ins using the weight log forms.

#### *Exercise Record Sheets*

Schedule at least one brief meeting with each participant to assess progress in achieving specified fitness goals. Participants may also need assistance in using the exercise record sheets in the binder to track their physical activity.

#### *Other*

Provide ongoing support and inspiration to participants throughout the program.



### 3. Evaluation Requirements

*Fine, Fit and Fabulous* Evaluation Coordinators should obtain and keep the following records.

*Documents to be filed at the beginning of the program*

The following forms should be copied and filed at the orientation:

- Disclaimer
- Health, Fitness and Medical Questionnaire (don't forget to make copies for the fitness instructor to review prior to the first fitness class)

*Documents to be recorded and filed throughout the program*

The following records should be kept throughout the 12 week program:

- Program attendance log
- Participant weight loss log
- Participant goals and action plans, including progress made throughout the program, and food and exercise logs. The following forms should be copied and filed (originals should be given back to participants).
  - Action Plan and Contract
  - Goal Planning Worksheet
  - Pre and post tests for each participant. These should be scored by the Evaluation Coordinator and kept on file.

*Tools to help keep track of evaluation documents*

Evaluation Coordinators can find sample data collection forms in the Evaluation Coordinator guide:

- Contact Sheet
- Weight loss log and form tracker

***Keeping track of all these records will require a weekly program filing system and its maintenance. The Evaluation chapter of the toolkit offers information and sample tables that can be used by Evaluation Coordinators to organize information gathered in the program.***

### 4. Church Requirements

To host a successful *Fine, Fit and Fabulous* program, your church should be prepared to assure the following responsibilities:

- Provide an appropriate space for all program activities, including fitness sessions, to take place.
- Maintain a working scale for participant weigh-ins for the duration of the program.
- Store and maintain, in working order, any and all fitness and educational supplies required for the program.
- Host a closing ceremony for program participants to mark the completion of the *Fine, Fit & Fabulous* program.
- Provide healthy food and/or drink for program participants at the 12 program sessions.



## 5. Budget and Materials

Running a successful *Fine, Fit and Fabulous* program requires the following:

### Personnel

1. Program Leader
2. Evaluation Coordinator
3. Fitness Instructor

### Supplies & Equipment

1. Program Guides
2. Scales
3. Magnets for Lesson 5

### Space

1. Appropriate Space at the Church

When planning the program, the costs involved for the resources must be considered. Some items may be donated or volunteered by the church or members of the congregation. However, other items may need to be purchased.

The following chart is a sample budget for a program with 25 participants.

Expense Type	Item	Amount	Justification
Personnel	Program leader	\$0	Volunteer
	Assistant leader	\$0	Volunteer
	Fitness instructor	\$780	\$65 per hour x 12 hours
Supplies & Equipment	Program guides for printing costs	\$810	1 Leader guide 1 Evaluator guide <u>+25 Participant guide</u> 27 guides x 120 pages x \$0.25 per page
	Scales	\$164	\$82 per scale x 2 scales
	Magnets for Lesson 5	\$15	\$0.60 per magnets x 25
Space	Church space	\$0	Donated by Trustees
TOTAL BUDGET		\$1,769	
Cost per person		\$71	

## 6. Setting up *Fine, Fit and Fabulous* at the Church

Once the decision has been made that the church will sponsor *Fine, Fit and Fabulous*, suggested “FFF planning checklist” is a useful preparation tool.

### FFF Planning Checklist

#### √ 4-6 Weeks Before Program Start Date:

- Coordinate with Fitness Instructor about program schedule.
- Talk to the Pastor and other church leaders to reserve a space in the church for the twelve sessions.
  - Space should be free of distractions.
  - Space should be large enough for a group to engage in fitness activities.
  - Be sure to look on the calendar for holidays and special events that may conflict with the schedule and adjust the schedule accordingly.

#### √ 1 Month Before Program Start Date:

- Design promotional flyers and announcements to be read aloud at weekly services or included in the weekly bulletin. Flyers and announcements should include the dates of any upcoming informational meetings and the program start date.
- Ask participants to begin signing up for the program. Take their name and phone number to call and remind them of any pre-program meetings and the program start date.
- Continue promotional activities and recruitment until the program starts.

#### √ 3 Weeks Before Program Start Date:

- Co-Leaders should determine their specific roles and assign tasks to each person. Possible assignments may include:
  - Continuously update the sign-up sheet with participants’ names and contact information
  - Call to remind participants about upcoming meetings or the program start date
  - Designing promotional flyers
  - Receiving and tracking program materials and fitness supplies
  - Coordinating refreshments for weekly sessions
  - Ordering additional supplies – scale, etc.
- Continue promotional activities and recruitment until the program starts.

### **v 1 Week Before Program Start Date:**

- Program planners, including the Program Leader should hold an interest/informational meeting for all participants who signed up . This meeting should include:
  - Fine, Fit & Fabulous program details (12-week program, meets weekly for 2 ½ hours, weekly sessions include group discussion and fitness instruction).
  - Explanation of each participant’s role (expected to have good attendance, to be prompt, to complete homework, to participate in discussion and activities, to set nutrition and fitness goals and report on progress, and to participate in regular weigh-ins).
  - Explanation of what each participant will receive (group support, nutrition educational materials, and any fitness supplies provided).
  - Ask participants to fill out Disclaimer Form and Personal Health, Fitness and Medical History Questionnaire.
- Continue promotional activities and recruitment until the program starts.

### **v 1-2 Days Before Program Start Date:**

- Make sure all necessary program materials and supplies are available for distribution.
- Make reminder calls to participants – stress the importance of being on time!
- Confirm the start date with Fitness Instructor.
- Make sure the space is ready for use (chairs available, other furniture can be moved to make space for fitness instruction).



## Starting Fine, Fit & Fabulous in Your Church

Recruitment is an important part of establishing a successful FFF program. You may choose sample announcements provided or create your own. Either way, you need to get the congregation excited to join FFF!

### Sample Promotional Announcements

#### **First Announcement (4 weeks before the initial interest meeting):**

How many of you would like to be more faithful in prayer? How many of you would like to be healthier and feel better? Perhaps be more intentional in your exercise – maybe start walking or jogging with a friend? Perhaps be more mindful of the food you choose to put in your body - change your eating habits from “hurried” to “healthy”?

On [ DATE ], we’re going to start a new program that might be just what you are looking for! ***Fine, Fit & Fabulous*** is a 12-week program developed by Bronx Health REACH. It helps people team-up to grow in their spirituality and physical health. Please join us for the very first ***Fine, Fit & Fabulous*** interest meeting on [ DATE ] at [ TIME ] in [ LOCATION ] to learn more about this program and how it can help you change your life. If you are interested, please see [ NAME OF CONTACT PERSON ]. You can sign up ahead of time or show up that night’

#### **Second Announcement (3 weeks before the initial interest meeting):**

Last day we announced that we are going to start a new program here at the church called ***Fine, Fit & Fabulous***. For those of you who missed the announcement, Fine, Fit & Fabulous is a 12-week program that focuses on overall health through spiritual growth, improved fitness, and healthier eating habits.

It was great to see that we already had some people sign up for the interest meeting which will be held on [DATE, TIME, LOCATION]. I asked a couple of them why they signed up and both said that they had known for a long time that it is important to fit exercise into their schedule but they have never found a way to really make it work. I’m hoping that ***Fine, Fit & Fabulous*** will give them the structure and the encouragement that they are looking for. If you would like to learn more about the program, sign up now to attend the initial interest meeting.





**Third Announcement (2 weeks before the initial interest meeting):**

**Fine, Fit & Fabulous** is a new program that we are going to start here at church on [ **DATE** ]. We will be holding an informational meeting [ **DATE, TIME, LOCATION** ] and we would love to see as many people there as possible. Our hope is to bring people together around some shared goals – the desire to be more faithful in reading the Bible and prayer, the desire to be more disciplined in improving our physical health. Jesus calls us to love others as we love ourselves - **Fine, Fit & Fabulous** is a great way to team up with others to take better care of your temple. Maybe you have been thinking about signing up but haven't because you don't want to do it alone... you don't have to. Bring a couple of friends – the more the merrier!

**Final Announcement (1 week before the initial interest meeting):**

For the past few days you have heard me mention a new program we will be starting called **Fine, Fit & Fabulous**. We're going to kick it off on [ **DATE, TIME, LOCATION** ]. I'll tell you why I'm excited about this program – because I want to be a part of something that helps people grow in their prayer lives, that inspires people to get off the couch and to start moving, and that teaches people how to make healthy choices. I want all those things in my life and I know that I need help to get them! I'm hoping that **Fine, Fit & Fabulous** works for me... and for you. Sign up now and we'll see you there!!



## **7. Fine, Fit and Fabulous Lessons 1-11 Overview**

The Fine, Fit and fabulous program is divided into 11 lessons that relate nutrition concepts to diabetes and diabetes risk. Key concepts include dietary guidelines, the Plate Method, portion sizes, healthy cooking techniques and spiritual lessons.

### **Week 1: The Food, God and Health Connection**

*“Solomon said, “Where there is no guidance, the people fail” (Proverb 11:14)*

Lesson: Participants will learn the relationship between diet and exercise and a person’s risk to develop life-threatening diseases like diabetes, heart disease and cancer.

Discussion: Participants will engage in discussion around how to prevent obesity by changing eating habits.

### **Week 2: The Basics of Healthy Eating & Making Lifestyle Changes**

Lesson: The nutrition portion of this class will focus on how healthy eating, in conjunction with an active lifestyle, contributes to overall health. The lesson will provide basic nutrition information.

Discussion: Participants will discuss the health benefits of choosing a healthy diet, regular physical activity, and the steps necessary to successfully make lifestyle changes.

### **Week 3: Making Lifestyle Changes**

Lesson: This class serves as a continuation of Week 2.

Discussion: The focus will be on how to make lifestyle changes through a discussion of the article “Why is the Church So Fat?”

### **Week 4: Purpose Driven Reasons for wanting to be Fine, Fit, and Fabulous**

*“Charm is deceptive and beauty is fleeting” (Proverb 31:30)*

Lesson: Participants will learn about purpose driven reasons to be fine, fit and fabulous.

Discussion: They will discuss unhealthy motives that people have for being fine, fit and fabulous, like vanity or achieving a temporary goal.



### **Week 5: Dietary Guidelines for Americans--Feeding God's Flock**

Lesson: The class will focus on general concepts of the 2005 Dietary Guidelines for Americans that define a "healthy diet."

Discussion: The key points of the class will include 1) eating a variety of foods from each food group with emphasis on fruits, vegetables, whole grains, and fat free or low-fat milk and milk products, lean meats, poultry, fish, beans, and nuts; and 2) choosing foods low in saturated fats, *Trans* fats, cholesterol, salt (sodium), and added sugar.

### **Week 6: Self Indulgence and Gluttony are Sins--Are you sinning?**

*"Jeshurun grew fat and kicked. Filled with food, he became heavy and sleek. He abandoned the God who made him and rejected the rock his savior" (Deut. 32:15)*

Lesson: Participants learn how people who engage in self-indulgence and gluttony are displaying sinful behavior, not unlike fornication and idolatry.

Discussion: Participants will be asked to think about the link between gluttony and other forms of addiction.

### **Week 7: Fast Food and Overeating--Forget McDonald's, Make God's Presence your Comfort Food!**

Lesson: The nutrition portion of this class will focus on two specific types of indulgence – fast food and over-eating.

Discussion: The first part of the discussion will include an explanation of why the majority of fast food items are unhealthy and will offer tips for making healthier choices at fast food restaurants. Having to choose from a menu of unhealthy foods should not always serve as an excuse to overindulge. Even when faced with unhealthy options, you can make certain choices that are healthier than others.

The second part of the discussion will focus on portion size awareness. Topics of discussion will include the increasing/growing portion sizes in our society and how this has affected our perception of food, eating habits, and overall health. Participants will acquire tools that will help to increase portion size awareness and tips that will help them to manage their own portions of food.



**Week 8: Self Discipline, Moderation and Self-Control--Is that your stomach growling, or your soul?**

*"Everyone who competes in the games goes into strict training. They do it to get a crown that will not last; but we do it to get a crown that will last forever" (1 Corinthians 9:25)*

Lesson: Participants learn how their lifestyle choices around health are influenced by their faith.

Discussion: Participants will discuss how to practice self-discipline, moderation and self-control in the face of many forms of temptation.

**Week 9: 5-A-Day the Color Way!**

Lesson: The nutrition portion of the class will focus on the important role that fruits and vegetables play in our diet.

Discussion: The discussion will include a basic overview of the nutrients that fruits and vegetables provide, including the wide range of vitamins, minerals, and phytochemicals found in different colored plant foods. Participants will be encouraged to choose a variety of different colored fruits and vegetables everyday to obtain maximum health benefits and to achieve and/or maintain a healthy weight and lifestyle.

**Week 10: Honor God by Taking Care of Your Temple--Is the Holy Spirit at home in your body?**

*"Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God? You are not your own; you were bought at a price. Therefore honor God with your body." (1 Corinthians 6:19-20)*

Lesson: Participants will identify two changes they want to make in order to live a healthier life.

Discussion: Participants will discuss how taking care of the body's temple is part of their responsibility to God. They will also be asked to think about how to make changes in their lives.

**Week 11: Using God's Strength to Live a Healthier Life--Trading in "fat and happy" for "fit and healthy"**

*"I can do all things through Christ who strengthens me" (Philippians 4:13)*

Lesson: This lesson provides participants motivation for continuing to take care of their bodies by making nutrition and fitness changes

Discussion: Participants will discuss the many ways that God can help them make changes in their lives. This session includes tips for how to use God's strength to stay healthy in the future.

**Week 12: Celebration!**

## 8. Evaluation of Fine, Fit and Fabulous

This section provides instructions and tools for evaluating the *Fine, Fit and Fabulous* program using the information collected over the 12 sessions. The *Fine, Fit, and Fabulous* curriculum includes tools to evaluate three main components of the program:

- Participants' levels of risk for developing type II diabetes.
- Participants' nutrition knowledge before and after the program.
- Participants' weight loss during the program.

### **American Diabetes Association (ADA) Diabetes Risk Test**

The *Personal Health, Fitness and Medical History Questionnaire* completed by participants during orientation includes questions from the American Diabetes Association (ADA) Diabetes Risk Test. Using these forms will help to determine if the participants are at risk for developing diabetes.

To determine the diabetes risk for each participant, use the questions highlighted in the *Personal Health, Fitness and Medical History Questionnaire* on the next page to complete the American Diabetes Association form *Could You Have Diabetes and Not Know It?* (this form is available in the *Program Materials* section on page 28). Complete one form for each participant, using the instructions provided.

### Personal Health, Fitness and Medical History Questionnaire

Name \_\_\_\_\_ Age \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Doctor's name \_\_\_\_\_ Doctor's phone \_\_\_\_\_

Date of last physical examination \_\_\_\_\_

How tall are you? (Ex: 5' 4" = five feet and four inches tall) \_\_\_\_\_

What is your current weight? (If you're not sure, just guess) \_\_\_\_\_

Do you think you are overweight? Yes No

If you answered yes, by how much are you overweight? \_\_\_\_\_

Have you been diagnosed with diabetes? Yes No

Has anyone in your family been diagnosed with diabetes? Yes No

If you answered yes, what is their relation to you (brother, mother, uncle, daughter, etc.)? \_\_\_\_\_

Do you have any known heart problems (heart disease, previous heart attack, excess plaque in your arteries, abnormal ECG, etc.)? Yes No

If you answered yes, please describe \_\_\_\_\_

Has your doctor ever told you your cholesterol level was too high? Yes No

Has your doctor ever told you your blood pressure was too high? Yes No

Has your doctor ever told you your blood pressure was too low? Yes No

Do you have any injuries or orthopedic problems (bad back, bad knees, tendonitis, bursitis, etc.)? Yes No

If you answered yes, please describe \_\_\_\_\_

Are you taking any prescribed medications or dietary supplements? Yes No

If you answered yes, which ones? \_\_\_\_\_

Are you pregnant or postpartum less than six weeks? Yes No

Have you ever given birth to a baby weighing more than 9 pounds at birth? Yes No

Do you have any other medical conditions or problems not previously mentioned? Yes No

If you answered yes, please describe \_\_\_\_\_

How much exercise do you get during a typical day? None to very little \_\_\_ Moderate to a lot \_\_\_

Describe your current exercise program \_\_\_\_\_



## Using Bronx Health REACH’s Tools to Calculate Nutrition Scores and Weight Loss

Bronx Health REACH has designed tools to organize information from the program *Fine, Fit and Fabulous*. Please visit our website <http://www.institute2000.org/bhr/> and use our Excel Spreadsheet to mark the scores, attendance, and weight of participants. The spreadsheet has formulas embedded to calculate results from the program. Afterwards, send the up-to-date main document by email to the project coordinator, Carlos Devia at [cdevia@institute2000.org](mailto:cdevia@institute2000.org). We would love to learn about your experience.

**TIP: If you can not access our spreadsheet use the worksheet in the “PROGRAM MATERIALS” section on page 28 to manually calculate the results from the program.**

### Bronx Health REACH Scoring Tables

The Bronx Health REACH Spreadsheet is broken down into 4 worksheets:

- 1) Attendance
- 2) Pre-Post Results
- 3) Weight logs
- 4) Test Scores.

Click the tabs at the bottom of the window to move between the worksheets. The follow are samples of how our tables present results at the end of the program:

### PHYSICAL MEASURES

Class Results	
Total people in class	27
Desired weight loss for whole class	278
Total number of pounds lost in class	134
Percentage of goal met as a class	48%
Average weight loss goal	10.30
Average number of pounds lost per person	4.45
Average percentage of bodyweight lost	2%
Number of people who met their goal	7
Number of people who lost weight	23
Percentage of people who lost weight	85%

**NUTRITION KNOWLEDGE MEASURES**

Name	Pre-Test Score	Post-Test Score	Change in Score
Ames, Diane	85%	95%	10%
Benton, Mother	88%	95%	8%
Blount, Michelle	90%	95%	5%
<b>Total</b>	<b>263%</b>	<b>285%</b>	<b>22%</b>
<b>Class Average</b>	<b>87%</b>	<b>95%</b>	<b>8%</b>

**INSTRUCTIONS FOR FILLING OUT THE ATTENDANCE SHEET**

- In the yellow column under "Participants," enter the names of each person in the class. Use the format "Last name, First name" as in "Smith, John."  
*Tip: The order participant's names are entered will remain the same throughout the Spreadsheet. If the names should appear alphabetically, they should be enter them in that order the first time.*
- Each week, enter the date of the session in the yellow box underneath the session number.
- Each week, mark each person's attendance with an "X". If the person was absent, leave the box for that week blank.

	Participants	Week 1 Date:	Week 2 Date:	Week 3 Date:
		Oct 3	Oct 10	Oct 17
1	Ames, Diane	X	X	X
2	Benton, Mother	X	X	
3	Blount, Michelle	X	X	X
Total in class		Week 1	Week 2	Week 3
	Number Attending	3	3	2
3	Number Absent	0	0	1



### INSTRUCTIONS FOR FILLING OUT PARTICIPANTS' PRE-POST TEST SCORES

1. To enter Pre-Post Test results, click on "Pre-Post Results" at the bottom of this window.
2. Find the name of the participant whose scores is to be entered. Names are listed left to right.
3. Use the yellow column below the person's name to enter his or her answers from the test. For each response the person selected (A, B, C, or D) enter "1". For each response the person did NOT select, enter "0". If a person chose no response on a question (did not mark A, B, C or D), leave the yellow box blank (do not enter "0" or "1").
4. The person's score will be calculated at the bottom of the row. See sample of Pre-Post Test table.  
*Tip: To learn how to scores are calculated, please refer to the next section of the toolkit.*
5. To see class results, click on "Test Scores" at the bottom of this window. Refer to the sample below for a snapshot of the attendance table.

PRE TEST		Ames, Diane		Benton, Mother		Blount, Michelle		Answer Key			
Question 1	A	1	TRUE	0	FALSE		FALSE	1			
	B	0	TRUE	1	FALSE		FALSE	0			
	C	0	TRUE	0	TRUE		FALSE	0			
	D	0	FALSE	1	TRUE		FALSE	1			
Question 2	A	0	TRUE	0	TRUE	0	TRUE	0			
	B	1	TRUE	1	TRUE	1	TRUE	1			
	C	1	TRUE	0	FALSE	1	TRUE	1			
	D	1	TRUE	1	TRUE	1	TRUE	1			
Pre-Test Totals	Total correct	7		Correct	5		Correct	3			
	Total incorrect	1		Incorrect	3		Incorrect	0			
	Missing	0		Missing	0		Missing	4			
	<b>Ames, Diane</b>		<b>Benton, Mother</b>		<b>Blount, Michelle</b>						
	<b>Score</b>		<b>7</b>		<b>Score</b>		<b>5</b>		<b>Score</b>		<b>3</b>

**INSTRUCTIONS FOR FILLING OUT PARTICIPANTS’ WEIGHT LOST AND BMI**

1. To enter weights, click on "Weight Loss" at the bottom of this window.
2. In the yellow column under "Desired Weight Loss," enter the number of pounds each participant desires to lose.
3. In the yellow column under "Starting Weight," enter each participant's weight as recorded on that date.
4. Enter the dates in the yellow boxes under the headings for the 2nd, 3rd and final weigh-ins when they occur.
5. Enter each participant's weight in the yellow columns for each weigh-in. If no weight was recorded for a participant, leave their box blank. Weight loss is calculated next to each weight entered. Weight gain appears in red
6. After the final weigh in, "Class Results" will be calculated.

Participant	Starting Weight	2nd Weigh-In	Weight Loss as of:	3rd Weigh-In (optional)	Weight Loss as of:	Final Weigh-In	Total Weight Loss on:
			0		0		0
Ames, Diane	100	95	5	95	5	90	10
Benton, Mother	120	115	5	115	5	110	10
Blount, Michelle	267	267	0	263	4	250	17

7. In a second table under the “WEIGHT LOST” sheet you can calculate participants BMIs, percentage of “Body Weight Loss” and level of success at reaching personal goals. In order to obtain these results, please use the “Personal Health, Fitness and Medical History Questionnaire”, scores from the “ADA risk test” and “participants goal sheet” to complete the table following same instructions mentioned above. See sample below.

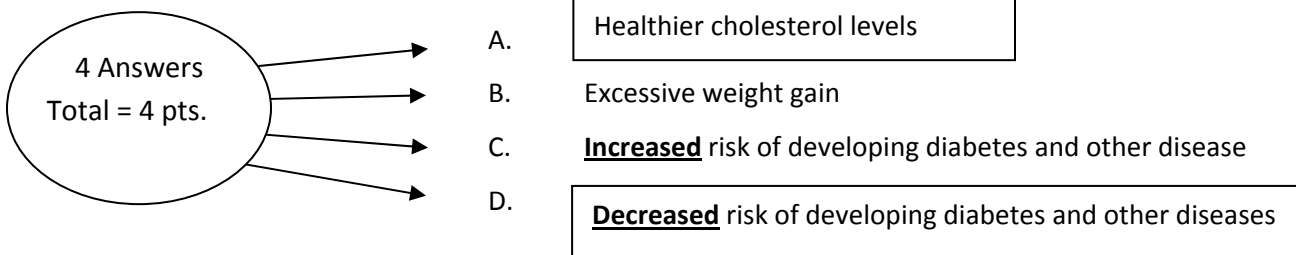
Participant	Diabetes Risk Level	Height		BMI	Desired Weight Loss	Actual Weight Loss	Goal met?	% Body weight Loss
		Feet	Inches					
Ames, Diane	High Risk	5	4	17.2	8	10	yes	10%
Benton, Mother	High Risk	5	3	21.3	11	10	no	8%
Blount, Michelle	High Risk	5	2	48.8	13	17	yes	6%

## How Nutrition Tests are Scored

The FFF spreadsheet will calculate scores automatically using the following method. Each question on the nutrition test has four possible answers. Every answer option represents a possible point that participants can receive on the exam. Participants receive one point for each correct answer chosen. In order to total 4 points for each question participants also receive one point for each incorrect answer *not* chosen.

### Example: Question 1

1. Some benefits of eating healthy include:  
(The correct answers are A and D)



Participants receive points for the answers that they correctly select as well as for the incorrect responses that they do not select.

## How questions are scored

### Example: Nutrition quiz (Question 1)

The participant, Miriam, marked answers **A and B**. However, the correct answers are answer **A and D**. So, what score will Miriam receive for this question?

1. Some benefits of eating healthy include:
  - A.
  - B.
  - C. **Increased** risk of developing diabetes and other disease
  - D. **Decreased** risk of developing diabetes and other diseases

Of the answers Miriam selected, one answer was correct and one was incorrect. The points for this question should be assigned as follows:

**Option A** – SELECTED BY PARTICIPANT (**correct**) – the participant receives **1 point** because she selected correctly

**Option B** – SELECTED BY PARTICIPANT (**incorrect**) – the participant receives **0 points** because she selected incorrectly

**Option C** – NOT SELECTED BY PARTICIPANT (**correct**) – the participant receives **1 point** because she selected correctly

**Option D** – NOT SELECTED BY PARTICIPANT (**incorrect**) – the participant receives **0 points** because she selected incorrectly

Total points that Miriam received in the question 1 = **2 pts**

Total points that Miriam could have received on question 1 = **4 pts**

### **Points to Ponder**

The evaluation can be a tedious process at the beginning; however, after you become familiar with the process, you will have a better understanding of the enthusiasm of participants and the successes of the program. The best part of the evaluation is the ability to share results with participants to motivate them to continue their new life style and to develop new health goals so that they will in fact remain *Fine, Fit and Fabulous*.

## 9. FFF Program Materials

We have compiled materials used in the past to advertise and engage congregants to participate in the *Fine, Fit and Fabulous* program. The list of materials includes:

- a. **Recruitment Flyers;**
- b. ***Fine, Fit and Fabulous* Church Insert;**
- c. **Graduation certificate for participants;**

This section also includes evaluation forms that will help to determine participant's risk of Diabetes and measure participant's overall nutrition knowledge.

- d. ***(ADA) Could You Have Diabetes and Not Know It?***
- e. **Worksheet to calculate nutrition knowledge**

Church NAME

# *Walking...A Step in the Right Direction*

Join *Fine, Fit & Fabulous* for a planning session in:

Taking the first step to start a summer walking program!



For more information speak with NAME

## *Sisters and Brothers together, move more, eat better!*

*"Those who hope in the Lord will renew their strength. They will soar on wings like eagles, they will run and not grow weary, they will walk and not be faint." Is. 40:31*

# What will you do to improve your health?

Join

*fine* *fit*  
+  
*fabulous*

Activities include:



Gospel Aerobics



Walking Groups



Nutrition & Healthy Eating Workshops

**Where:** Church Name \_\_\_\_\_

Church Address \_\_\_\_\_

**When:** Every \_\_\_\_\_ from \_\_\_\_\_pm for 12 weeks

**Start Date:** \_\_\_\_\_

*Sisters and brothers together, move more and eat better!*

## Get in the Walking Habit

The experts agree - walking and other exercise is important for people with diabetes. It is the great way to prevent weight gain and cardiovascular disease—the top killer of diabetics.

Wondering how to take that first step? Here are some easy ways to get active every day:

Get off the bus or subway a stop early and walk

Park your car in a farther spot and walk the extra distance

Take the stairs instead of the elevator

Walk a dog

Run around with your kids or grandkids

Buy a pedometer and challenge your friends to see who can walk the most steps in one day. Work your way up to 10,000 steps per day (5 miles)

Ask Bronx Health REACH about forming a walking club at your church



## HOW TO BE FINE, FIT AND FABULOUS

Being physically active is something that everyone should do, including people with diabetes. Exercising, along with eating a healthy diet, can help those with diabetes control their disease. If you are at risk of becoming diabetic, staying active can help you avoid developing diabetes in the future.

Before you sign up to run the next marathon or bike in the Tour de Bronx, the American Diabetes Association (ADA) recommends that people with diabetes first follow a few helpful tips. These tips can help anyone get started, especially those who have not exercised in the past.



.....  
• “Everyone who competes in the games goes into strict training. They do it to  
• get a crown that will not last; but we do it to get a crown that will last  
• forever.” (1 Corinthians 9:25)  
.....



### **Visit your Doctor**

Schedule a visit with your doctor before beginning any form of exercise. If your tests show signs of disease, ask what exercises will help you without making your conditions worse.



### **Be Rational**

After making the decision to begin exercising, choose activities that are challenging but not too difficult.

### **Start Slow**

Allow yourself time to get into a routine. Start off by working out for 30 minutes for two days a week and gradually increase your days up to four. *Don't get discouraged.* Set a goal for yourself each week and once you reach it, find a rewarding way to treat yourself.

### **Check your Blood Glucose (Blood Sugar)**

Everyone's blood glucose responds to exercise in a different way. Checking your blood glucose before and after exercising can show you the benefits of activity.

### **Wear your ID**

In case an emergency occurs during your workout, a medical identification bracelet, necklace or even a medical ID tag should be worn to inform others of your condition.

### **Avoid Low Blood Glucose**

During exercise, check your blood glucose if you notice symptoms such as hunger, nervousness, shakiness or sweating. If low blood glucose is interfering with your exercise routine, try eating a snack before your workout or adjusting your medication. Talk to your doctor about what's best for you.

### **Bring a Snack**

Plan to have water and snacks available during your workout. Carry a source of carbohydrate with you, like juice or bread, in case you have to treat low blood glucose. And always drink plenty of water before, during and after activity to prevent dehydration.



### **Who can I talk to about diabetes?**

- Talk to your doctor or nurse
- Talk to your Health Ministry Leaders
- Call Bronx Health REACH at 212.633.0800x1232
- Email [bronxhealthreach@institute2000.org](mailto:bronxhealthreach@institute2000.org)



# *Certificate of Participation*

awarded to

**Participants Name**

*For participation in the Fine, Fit and Fabulous program at  
Church Name*

*“Everyone who competes in the games goes into strict training. They do it to get a crown that  
Will not last; but we do it to get a crown that will last forever.” (1 Corinthians 9:25)*

---

Facilitators Name  
Leader of Fine, Fit and Fabulous

---

Pastor Name  
Church Name

# Could You Have Diabetes and Not Know It?

Take the Test. Know your Score.

There are 18.2 million Americans with diabetes – and nearly one-third of them (or 5.2 million people) don't know it! Take this test to see if you are at risk for having diabetes. Diabetes is more common in African Americans, Latinos, American Indian and Alaskan Native, Asian Americans, and Pacific Islanders. If you are a member of one of these ethnic groups, you need to pay special attention to this test.

To find out if you are at risk, write in the points next to each statement that is true for you. If a statement is *not* true, write a zero. Then add all the points to get your total score.

- |  |     |   |              |
|--|-----|---|--------------|
| 1. My weight is equal to or above that listed in the chart.                              | Yes | 5 | _____        |
| 2. I am under 65 years of age <b>and</b> I get little or no exercise during a usual day. | Yes | 5 | _____        |
| 3. I am between 45 and 64 years of age.  | Yes | 5 | _____        |
| 4. I am 65 years old or older.   | Yes | 9 | _____        |
| 5. I am a woman who has had a baby weighing more than nine pounds at birth.              | Yes | 1 | _____        |
| 6. I have a sister or brother with diabetes.   | Yes | 1 | _____        |
| 7. I have a parent with diabetes.  | Yes | 1 | _____        |
|  |     |   | <b>TOTAL</b> |

### Scoring 3-9 points

You are probably at low risk for having diabetes now. But don't just forget about it – especially if you are a Hispanic/Latino, African American, American Indian and Alaskan Native, Asian American, and Pacific Islander. You may be at higher risk in the future.

### Scoring 10 or more points

You are at a greater risk for having diabetes. Only your health care provider can determine if you have diabetes. At your next office visit, find out for sure.



At-Risk Weight Chart  
Body Mass Index

Height	Weight
In feet and inches without shoes	In pounds without clothing
4' 10"	129
4' 11"	133
5' 0"	138
5' 1"	143
5' 2"	147
5' 3"	152
5' 4"	157
5' 5"	162
5' 6"	167
5' 7"	172
5' 8"	177
5' 9"	182
5' 10"	188
5' 11"	193
6' 0"	199
6' 1"	204
6' 2"	210
6' 3"	216
6' 4"	221

If you weigh the same or more than the amount listed for your height, you may be at risk for diabetes.

## Diabetes Facts You Should Know

Diabetes is a serious disease that can lead to blindness, heart disease, strokes, kidney failure, and amputations. It kills almost 210,000 people each year.

Some people with diabetes have symptoms and some do not.

If you have any of the following symptoms, contact your doctor:

- Extreme thirst
- Frequent urination
- Unexplained weight loss

For more information on diabetes, call **1-800-Diabetes (342-2383)** or visit **www.diabetes.org**.

The information contained in the American Diabetes Association (ADA) web site and this risk test is not a substitute for medical advice or treatment, and the ADA recommends consultation with your doctor and health care professional.

## Worksheet to calculate Nutrition Knowledge

### Pre-Test

Add the total of all participant scores on the pre-test :	A.)	<u>          </u>
Enter the number of participants:	B.)	<u>          </u>
		x40
Multiply the number on Line B.) by 40 and write the result:	C.)	<u>          </u>
Divide Line A.) by Line C.) and write the result:	D.)	<u>          </u>
		x100
Multiple Line D.) by 100 and write the result:	E.)	<u>          </u> % <b>This is the percent of correct responses your group selected on the pre test.</b>

### Post-Test

Add the total of all participant scores on the pre-test :	F.)	<u>          </u>
Enter the number of participants:	G.)	<u>          </u>
		x40
Multiply the number on Line B.) by 40 and write the result:	H.)	<u>          </u>
Divide Line A.) by Line C.) and write the result:	I.)	<u>          </u>
		x100
Multiple Line D.) by 100 and write the result:	J.)	<u>          </u> % <b>This is the percent of correct responses your group selected on the post test.</b>
Is Line J.) larger than Line E.)?		Yes    No
If yes, then subtract Line J.) from Line E.) and write the result:		<u>          </u> <b>This is the number of percentage points your group improved</b>