A HEALTHY NEW YEAR!
Follow our five simple steps in 2009

Special health edition
Welcome

Fresh start for health

Dear Colleague

Welcome to this special staff health edition of SN, developed in partnership with Glasgow City Council as part of our new joint staff health action plan.

Like me, the start of a new year may have got you thinking about your health – how to get fitter, eat more healthily, lose weight, indulge less in alcohol.

People often assume that because I am a director of public health, I do everything that is good for my health and nothing that is bad!

However, like everyone else, it is difficult to find the energy to go to the gym, for a walk or a run or even to shop and eat healthy food. We all live busy lives, so while over the past few months I have tried to cycle to work instead of driving, when I’m in a hurry and have a number of different places to go, I don’t always manage to.

So, I need the organisation that I work for to make it as easy as possible for me to stay healthy, to exercise and have a good diet. I also want to be able to access information and support to help me sustain healthy habits such as drinking less, being fit or losing weight.

Together, NHSGGC and Glasgow City Council are two of the biggest public sector organisations in the country with a combined workforce of more than 80,000, so if the health of our staff and their families improves, this will have real impact on the health of this local area.

The 2014 Commonwealth Games will provide a real opportunity to leave a lasting legacy for the city and having a fit and healthy workforce is a key part of this.

In this issue, we’re concentrating on five key steps to better health: stop smoking, reduce your alcohol intake, get more active, eat a healthier diet and look after your mental health. For each step we’ve also highlighted individual case studies and examples of good practice across our organisation.

We want to provide practical support, advice and encouragement to make it easier for you to adopt a healthier lifestyle, as well as suggestions on how you can set your own personal health goals and challenges in the year ahead.

NHSGGC has already made good progress under Healthy Working Lives. I’m delighted that Yorkhill and East Dunbartonshire CHP were among the first to achieve the Healthy Working Lives Bronze award. This national award recognises employers who provide a healthier and safer workplace and as many other parts of the organisation also achieve Bronze, we will now start working towards the Silver award.

You can find out more about Healthy Working Lives on the Your Health section of StaffNet.

As it’s impossible to cover everything in a single newsletter, throughout this edition you’ll find signposts to a number of websites and organisations which can provide further information and support.

I hope you find this issue of SN useful and that it helps to motivate you to keep trying to adopt the healthy messages. I would welcome feedback not only on the content, but also on the type of schemes and initiatives you would like to see being taken forward in the workplace.

Dr Linda de Caestecker
Director of public health

Staff Newsletter is written by staff for staff with the full support of the Area Partnership Forum.

We appreciate all of our readers’ efforts and contributions.

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Feedback and suggestions

Do you have any ideas or suggestions you’d like to feed into the staff health action plan? What do you think of the existing services for staff and what new initiatives would you like to see being taken forward in the workplace? Please email your comments and suggestions to: healthatwork@ggc.scot.nhs.uk
If you are a smoker then stopping is the single, most important thing you can do to improve your health. So if you’ve made a New Year’s resolution to quit or the credit crunch has made you think twice about the amount of money you burn, then help is at hand. And remember, the good thing about giving up is that you will start to feel the benefits right away:  
- after 20 minutes, your blood pressure and pulse return to normal
- after 24 hours, carbon monoxide will be eliminated from your body
- after 48 hours, your senses of taste and smell are greatly improved
- after 72 hours, your breathing becomes easier and your energy levels increase
- after three to nine months, any coughs, wheezing and breathing problems improve.

Your wallet will also feel healthier – for example, if you smoke an average of 20 a day, you could save £40 in a week, £176 in a month and more than £2000 in a year!

Help to quit!  
There’s no doubt it’s difficult to stop smoking, but a wide range of services are available to support and encourage staff to give up. Smokefree services co-ordinator Liz Grant explained: “We know that people do better when they have the support of others, which is why we run a number of stop smoking groups for staff. These provide a month’s free supply of nicotine replacement therapy, as well as advice and support.”  

Using therapies can double your chances of quitting. The groups meet for an hour a week for seven weeks. For more information, contact:  
- North Glasgow 0141 232 0729
- South Glasgow 0141 201 5148
- RAH 0141 314 6692
- Inverclyde 01475 504776

Advice and support
For advice, support and information on giving up smoking, contact Smokeline tel: 0800 84 84 84. The helpline is open from noon until midnight, seven days a week.

Useful websites
- www.canstopsmoking.com
- www.nhsggc.org.uk/smokefreeservices
- www.healthatwork.org.uk

Quitting time
AFTER 47 years of smoking, Southern General’s moving and handling co-ordinator Judy Wilson decided, for the sake of her health, to stop smoking. This spurred on colleague Christine Reavey, moving and handling administrator, who had been smoking for 38 years, to take the plunge with her. Christine said: “I’d tried in the past to give up but have never been successful. Looking back, I think that was down to a lack of support, but the support from NHSGGC was fantastic. Isobel Watson, our smoking cessation adviser, was first class – she couldn’t have done any more to help.”  
Both women used the NRT programme and had regular meetings with their smoking cessation adviser, who was also at the other end of the phone when they needed a little help. Judy said: “One of the things that really spurred me on was getting my carbon monoxide levels measured and watching the results come down. “We received many tips and hints from Isobel, which really helped. One of the best was to do something for seven seconds when you get a craving to help take your mind off it. “My breathing has improved, my complexion is clearer and I also have whiter teeth and a much better sense of taste and smell.”

A healthier you and a healthier bank balance – just two of the rewards when you quit the habit.
Gearing up for better health

Improving health and tackling unemployment are key priorities and work is already under way to take advantage of the increased interest in sports.

Director of public health Linda de Caestecker is keen to encourage staff and their families to take advantage of the wide range of sports facilities available across the city and beyond.

She explained: “In the run-up to the Commonwealth Games, there really couldn’t be a better time to get more active and do some of the things you’ve been thinking about for years, but have just never got round to.

“So if you’ve been harbouring a deep desire to run a 10k or have a secret wish to climb a Munro, then this is the time to do it.”

STEP 2 – CU

Relaxing with a drink is a habit many of us enjoy, but are you aware just how much you’re drinking – and its effects?

Most people enjoy having a few drinks but growing numbers of us are drinking too much, too often.

The good news is that making small changes to the way you drink can make a big difference to the way you feel the next day and to your long-term health.

Why not try one or more of the following challenges to make some positive first steps:

• Keep a drink diary to get a better idea of what you’re drinking
• Have some food before you drink
• Drink plenty of water to make your night last longer
• Go for a smaller glass
• Try a lower alcohol beer or wine
• Drink at least two alcohol-free days per week
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Measuring up?

Many of us find it difficult to work out how many units we consume and often underestimate how many units our drinks contain. To test this theory, we decided to ask a couple of members of staff just how much they knew about their weekly limits and their favourite tipple. You can see the results opposite.

Advice and support

Employee Counselling Service
(Confidential advice and support)
of phone 0800 389 7851
Drinkline (National alcohol helpline – 24hrs) of phone 0800 7 314 314
Alcoholics Anonymous
0845 769 7555 (24-hour helpline)
Alcohol Focus Scotland
(Information and training) of phone 0141 572 6700
Al-Anon/Alateen
(for families of problem drinkers) of phone 0141 339 8884

If you think you have a serious alcohol problem, contact your GP, who will link you into your local community addiction team (CAT), substance misuse team or addiction services.

Quit and win!

HEALTH at Work is running its annual quit and win competition, open to all workplaces within NHS GG.

The competition aims to work in partnership with workplace organisers to encourage and motivate staff and help them win prizes.

Participants complete and sign an entry form with a witness signature confirming they are smoke free.

Workplace organisers submit names of those colleagues who have remained smoke free for each four-week prize draw.

Everyone who takes part will receive information on smoking cessation support, including weekly tips on controlling temptation, and be entered into a prize draw to be picked every four weeks.

Health at Work co-ordinate the competition centrally and workplace organisers co-ordinate the competition within their individual workplaces. Organisers will receive a pack containing an outline of their responsibilities and additional information on smoking cessation support services.

Workplace employers are encouraged to promote smoking cessation services along with the competition and can order free resources for participants. They also have a responsibility to complete and return registration forms for the workplace.

The competition goes live on No Smoking Day (11 March), but quit and win packs and registration forms will be available from mid January.

For more information, contact Graeme Stevenson, email graeme.stevenson@ggc.scot.nhs.uk or tel: 0141 314 0024 or to register, email catherine.gale@ggc.scot.nhs.uk

Useful websites
www.nhs.uk/units
www.alcoholawarenessweek.com
www.drinkcheck.nhs.uk
www.infoscotland.co.uk/alcohol

Find out many units you are drinking using the online calculator at: www.nhs.uk/units

For the latest Commonwealth Games info, visit: www.glasgow2014.com

Find out many units you are drinking using the online calculator at: www.nhs.uk/units
T DOWN ON ALCOHOL

How much do you know...?

1. Do you know the recommended alcohol limits for women? Yes, its 14 units a week or two to three units a day. (Correct)

2. Do you know how many units of alcohol are contained in your usual drink? I think there are 2.5 units in a large glass of wine. (Colette was shocked to find out a large glass of wine has three units and 200 calories!)

3. Do you keep to the recommended limits? To be honest, probably not if I’m out at a social event at the weekend. But during the week, I’m within the limit. (Colette’s not alone, as one in five women exceeds the weekly limit)

Kenneth Fleming
Head of health and safety

1. Do you know the recommended alcohol limits for men? Yes, its 21 units per week or three to four units a day. (Correct)

2. Do you know how many units of alcohol are contained in your usual drink? I usually drink bottled beer and I would guess at two units in a bottle? (Correct, however, a pint has almost three units)

3. Do you keep to the recommended limits? On a week-to-week basis I would be within – there may be the odd week when I am over, such as on holiday when you could end up having a few drinks every day, but that’s exceptional!! (Kenneth’s doing well, as one in three men exceeds the weekly limit)

Colette McKenzie
Homecare services office manager, Western Infirmary

1. Do you know the recommended alcohol limits for women? I think its 14 units a week or two to three units a day. (Correct)

2. Do you know how many units of alcohol are contained in your usual drink? I drink wine and I think there are 2.5 units in a large glass of wine. (Colette was shocked to find out a large glass of wine has three units and 200 calories!)

3. Do you keep to the recommended limits? To be honest, probably not if I’m out at a social event at the weekend. But during the week, I’m within the limit. (Colette’s not alone, as one in five women exceeds the weekly limit)

The facts...

- Alcohol consumption is rising faster in Scotland than anywhere else in the UK
- 77 per cent of people don’t know how many units are in a glass of wine
- 75 per cent of problem drinkers are in employment
- Six to 14 million working days in the UK are estimated to be lost each year due to alcohol-related absence
- Excessive alcohol consumption plays a significant role in the development of several cancers, heart disease and stroke.
- Drinking as little as two cans of premium lager a day can damage your health in the long term
- Deaths from liver disease have increased by 100 per cent in the last 10 years.

Staff at the GRI sample some non-alcoholic drinks at a Healthy Working Lives awareness session
Healthy nutrition

**Enjoy breakfast on the go...**

- make a healthy sandwich the night before – using wholemeal bread and low fat spread
- keep a stock of foods that are quick to grab on your way out in the morning, such as fresh or dried fruit, nuts, cartons of fruit juice and slices of fruit bread
- store leftover fruit salad from your evening meal and take to work in the morning

- crackers and breakfast bars can be convenient if you’re on the go – but check the label for fat, salt and/or sugar content
- grab a banana and a skinny latte from your favourite coffee shop on your walk into work.

**Healthy choices**

**STEP 3 –**

You are what you eat – so if you want to feel fit, well and bursting with energy, eat a healthy diet to give your body the fuel it needs

Our diet can make a big difference to the health of our hearts and can help reduce other health risks such as obesity, some cancers, diabetes, high blood pressure and high cholesterol.

A healthy diet, coupled with active living, can have a positive impact on our mood, energy and self-esteem, as well as reducing anxiety and stress.

The good news is that even small changes can make a big difference, such as eating a regular breakfast like cereal or toast, which will increase your energy levels so you’ll feel more alert in the morning.

Drinking more water will not only keep your body hydrated, but will also make you less likely to snack, as often when we feel hungry we are actually thirsty.

Eating more fruit and vegetables will increase your intake of vitamins and minerals, as well as reducing the risk of heart disease, stroke and some cancers.

If, however, you are one of the many people who struggle to eat your five-a-day, you may want to try some of the newer options available.

Director of public health Linda de Caestecker said: “There’s a range of fruit drinks and snacks which can count towards your five a day such as cartons of fruit smoothies, packets of dried fruit and tubs of fruit pieces in juice.”

**Useful websites**

www.takelifeon.co.uk

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**MANY of our hospital restaurants have been busy making fruit and vegetables more readily available, as well as reducing the level of fats, salt and sugar in their food.**

This is all part of our work to achieve the national healthy living award, which rewards caterers for dishing up healthier food and for finding ways to help customers make better food choices.

David Macdonald, who is leading the initiative across NHS Greater Glasgow and Clyde, said: “All our restaurants are on their way to introducing healthier choices in preparation for the award, which we hope to achieve by spring 2009.”

To prepare for the healthy living award assessment, catering staff at Leverndale Hospital have introduced a healthy eating bar, which has proved hugely popular with staff and visitors.

The restaurant also offers a daily special healthy option, incorporating a promotional meal deal which includes fresh fruit.

Sandra Mullan, assistant services manager/catering at Leverndale Hospital, said: “Due to the popularity of the healthier options, we decided to create little recipe books with some of the more popular choices that have been flying off the counter.

“The restaurant is a fantastic option for staff, visitors and the general public and we have received...
EAT HEALTHIER

Tips for snacks to keep at work

In your desk or locker
- Crackers
- Dried fruit/canned fruit
- Juice box
- Rice cakes
- Cereal
- Peanut butter
- Canned fish

On the road
- Baby carrots
- Celery sticks
- Rice cakes
- Apples
- Crackers
- Granola bars

Store in the lunchroom fridge
- Bagels/bread
- Bran muffins
- Yoghurt
- Cottage cheese
- Fresh fruit
- Raw vegetables
- Cheese
- Milk
- Salad greens

great support for the changes we’ve made.”

On the day SN visited Leverndale, the healthy option choice was chilli con carne with rice, which was going down very well with staff.

The healthy option bar was also rapidly selling out of fresh fruit tubs, healthy option sandwiches and choices from the salad section.

Support services assistant Debbie Findlay said: “The introduction of healthier food has been a great idea. Everything is cooked in a healthier way and there has been a definite increase in people choosing the healthier option.”

As well as improving the range of healthy food in our restaurants, work is also under way to make it easier to access healthy snacks across the organisation.

Inverclyde Royal and the Royal Alexandra Hospital have local fruit stalls and there are plans to introduce more at other key sites.

High-sugar drinks in our vending machines will be replaced with water, fruit juice and diet drinks before the end of March and the range of healthy snacks available will also be increased.
We all know being active is good for us, but how often should we exercise and for how long? The good news is you don’t have to work out every day to get fit. Simply walking briskly for a total of 30 minutes five days a week will help reduce your risk of heart disease, cancer and diabetes.

You don’t have to do it all at once either. Three lots of 10 minutes works just as well and makes it easier to fit into your everyday life. So if you want to improve your overall fitness levels, without making drastic lifestyle changes, try the following top tips:

**Get on your bike**

CYCLING to work will not only improve your own health, but also reduce congestion and cut carbon emissions – which is good news for the environment. You can also benefit from our cycle-to-work scheme that allows staff to buy a bike and accessories up to the value of £1000 TAX FREE and pay direct from your salary over 12 months.

For more information, visit: www.cyclescheme.co.uk or contact the travel plan office, email: douglas.m McIntosh@ggc.scot.nhs.uk or graeme.condie@ggc.scot.nhs.uk

**Simply walking briskly for a total of 30 minutes five days a week will help reduce your risk of heart disease, cancer and diabetes**

**Get out at lunchtime**

Why not go to the shops or park at lunchtime instead of staying at work? You will also be more awake in the afternoon.

**Walk more**

Try walking some of the way to and from work or get off the bus or train a couple of stops early. If you drive to work, park your car a short distance from your workplace and walk the rest of the way. You could also try to arrange meetings within walking distance rather than taking taxis.

**Calling all joggers**

WE’RE working with Jog Scotland to develop a range of workplace walking and jogging opportunities. To find out more about jogging opportunities in your area, visit www.jogscotland.org.uk

If you’re interested in becoming a workplace walk or jog leader, email: Nicola Barnstaple at nicola.barnstaple@nhs.net or Vicki Trim at victoria.trim@ggc.scot.nhs.uk

**On the move: the East Dunbartonshire CHP jogging network meets at 5pm every Wednesday outside their HQ at Stobhill Hospital**

**On your bike: staff from Renfrewshire CHP took part in a leave your car at home day as part of National Bike Week**
YOU don’t have to join a gym to get fit, but if you do decide to take the plunge, make sure you take advantage of the discounts available to NHSGGC staff.

Glasgow
Access Glasgow Club sport and leisure facilities, including swimming, gym and fitness classes for the reduced rate of £21.62 per month. For further information and an application form, visit the Staff Benefits section on StaffNet.

East Renfrewshire
East Renfrewshire CHCP staff can get reduced entry to the gym, pool, sauna and fitness classes at East Renfrewshire Council’s three leisure centres at Eastwood Park, Barrhead and Neilston. Ask your manager for a completed SC/1 form and take it, along with a passport-sized photo and current payslip, to any of the council’s leisure centres.

East Dunbartonshire
Save 20 per cent on gym membership at Kirkintilloch Leisure Centre, the Allander Centre or the Leisuredrome. Show your NHS ID and proof of your address when you register to qualify for the discounted rate of £26.50 per month.

West Dunbartonshire
NHS staff qualify for the discounted corporate membership rate of £25 per month (normal price £39 per month). Simply show an up-to-date payslip or ID badge to apply.

Renfrewshire
Local staff can access discounted rates at Renfrewshire leisure centres from as little as £18 per month. For further information, contact Steven Martin tel: 0141 889 4000.

Inverclyde
Inverclyde Leisure offers local NHS staff a 10 per cent discount on gym memberships – go along to one of the local leisure centres and show your ID to qualify for the discount.

Feel the burn!
WHILE joining a gym is a great way to get fit, there are also many everyday activities which can help you shape up. Here are some examples of how many calories you can burn off in a half-hour session.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Calories Burned</th>
</tr>
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<tbody>
<tr>
<td>Painting and decorating</td>
<td>90</td>
</tr>
<tr>
<td>Brisk walking</td>
<td>99</td>
</tr>
<tr>
<td>Hoovering</td>
<td>105</td>
</tr>
<tr>
<td>Mowing the lawn</td>
<td>165</td>
</tr>
<tr>
<td>Cycling</td>
<td>180</td>
</tr>
<tr>
<td>Swimming</td>
<td>240</td>
</tr>
</tbody>
</table>
We've all been there – sometimes it's just a combination of things: financial worries, work, personal problems and so on. Other times, maybe it's one thing that gets us down and before you know it, it's impacting on everything.

Stress is something we can all suffer from and is one of the most common forms of mental health problems.

Stress caused by work is the second biggest occupational health problem in the UK (after back problems). It's estimated that work-related stress is responsible for six million days of sick leave per year, with stress being linked to many major illnesses including heart attacks and stroke.

NHSGGC takes the health of its employees very seriously. Many of our policies recognise staff as the “greatest resource and through them all services are delivered and improved”.

As well as the policy on stress in the workplace, which aims to raise awareness of the condition as well as its causes and other factors, we aim to provide help for staff through the employee counselling service.

Recognising the importance of a good work/life balance, NHSGGC has a range of family-friendly policies that cover everything from a career break to working from home.

You can see all the policies on StaffNet>HR policies.

Work is also under way to improve the support available to staff who are experiencing stress, depression or anxiety to ensure they can access the support they require at an early stage. A number of options are being explored, including the possibility of developing services specifically for staff.

### Support and Advice
If you are concerned about stress, you can contact the Employee Counselling Service tel: 0800 389 7851.

This confidential and independent service is available free 24 hours a day, seven days a week, for advice and information on a range of issues. These include personal or emotional support.

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**STEP 5 – COPING BETTER WITH STRESS**

Being able to deal with stress and enjoying good mental health is an important part of the staff health action plan policies.
When it comes to getting active, a Glasgow Club Fitness Unlimited Membership offers fantastic value for money.

As an employee of NHS Greater Glasgow and Clyde, you can enjoy even better value – thanks to a specially negotiated discount of more than 20 per cent on standard adult rates (saving you around £100 a year).

Membership costs as little as £21.62 per month and includes unlimited classes, gym, sauna, steam, spa, climbing wall, athletics tracks and racquet hire. Members qualify for discounts on personal training, fitness testing, boot camps and more, and you can also take advantage of seven-day advance booking by phone, in person or online.

Members can use any of the 25 Glasgow Club centres across Glasgow. With more than 500 fitness classes on offer every week, there’s plenty to choose from, including the popular Body Training Systems (BTS) range – proven to help you get in shape fast.

For further information and an application form, visit the Staff Benefits section on StaffNet. For a list of Glasgow Club centres and more membership information, visit: www.glasgowclub.org

Competition

Win a six-month Glasgow Club membership!

We have three six-month Glasgow Club memberships to offer to the first three names out of the hat with the correct answer to the following question:

How many Glasgow Club centres are there?

Send your answer, with name and work phone number, by Monday 26 January to: staffnewsletter@ggc.scot.nhs.uk

Please note: passes are valid from 1 February until 31 July 2009 (non negotiable). The competition is open to all NHSGGC employees. When emailing your answer, please state your work location. Winners’ details and photo will be printed in a future issue. One entry per person.

Useful websites

- www.breathingspacescotland.co.uk for advice on coping with depression
- www.save30days.com for training and advice on how to deal with mental issues in the workplace
- www.livinglifetothefull.com for a free online course to help you tackle anxiety and stress
- www.healthscotland.org.uk/smha for details of a mental health first aid course to equip you with the skills to help someone experiencing mental health problems
Hopefully this special staff health edition of Staff Newsletter has encouraged and motivated you to make some changes to your own lifestyle or set some personal goals for the year ahead.

If, however, you’re not sure where to start, then why not visit www.takeonlife.co.uk for ideas and suggestions. This user-friendly website offers practical tips and advice to help you improve your diet and get more active.

The simple steps to healthier eating highlights ideas for simple meals, easy ways to five-a-day and kids’ food. There is also advice on eating out and takeaways, including suggestions for lower fat/lower calorie options for some of your favourite food, whether it be Indian, Chinese, Italian, Thai or fish and chips.

If you’re keen to improve your overall fitness, then the easy steps guide to being active contains practical advice and suggestions on how to build regular exercise into your working day.

Another helpful website which offers some good ideas for fitness and things to do in your area is www.activescotland.org.uk.

Director of public health Linda de Castecker, said: “You might want to start by making a few small changes to what you eat or the amount of exercise you take. Alternatively you may decide to take the plunge and sign up to doing something you’ve always wanted to. The main thing, however, is taking that all important first step to make some positive changes for the future.”

Set goals to enjoy Health for Life

IF you’re interested in improving your overall health and finding out more about exercise and nutrition, then Health for Life could be for you.

These award-winning short home study courses are designed to help you set and achieve realistic goals to improve your overall health and are ideal for anyone who wants to improve their health, fitness or diet.

The courses are open to all staff and your friends and family, provided they are 16 years or older and live or work in Scotland.

Once you register, you will be sent all the materials you need, including multiple choice assessment packs and a workbook or exercise diary. You’ll also receive a certificate for every course you complete.

For further information or to register, visit: www.healthforlifeonline.net/NHSGreaterGlasgowandClyde

If you’ve made the decision to improve your health, fitness and wellbeing, what’s your next move? Read on to find out more...

HELP TO TAKE ON THE CHALLENGE

Healthy living