



HCS Wellness Program

2016-2017 Guide

At Hampton City Schools our mission is to promote the health, well-being and quality of life of our employees and their family members through population health and wellness programming focused on the body, mind, and healthful habits.

We recognize good health is priceless and essential to our enjoyment of life. We believe that employees who feel good and take care of themselves contribute to a happier, healthier, and more productive workplace. Statistics gathered by the Center for Disease Control indicate that over 50% of premature deaths are directly attributable to lifestyle. The way we live, eat, exercise, react to stress and engage the healthcare system as well as other behaviors is something we can control and change. Clearly the solution to this dilemma lies in the hands of each of us.

As an employer, we have heavily invested in resources to support lifestyle and behavior change and improved access to affordable clinical care through our Employee Health & Wellness Center. Now it is your turn to take action so we may all mutually benefit. Our program can help you become more aware of the direct relationship between how you live and how that affects how you feel. Our wellness program is voluntary, but we encourage you to participate. The benefits will be tangible, lasting, and important to you and your family.

The wellness program at Hampton City Schools focuses first on awareness and prevention and second on education and behavior change to help you achieve your health goals.

We realize the daily demands of life and work can make it hard to live a healthy lifestyle. We appreciate and value our employees and want to provide them the tools and support needed to be healthy and well.

Why Health & Wellness

- **Awareness:** Learn your key health statistics by completing various health screenings at the Employee Health & Wellness Center or through your primary care provider or OB/GYN.
- **Prevention:** Based on screening results as well as any recommendations from your primary care provider(s), engage the tools and empower yourself to make appropriate, manageable lifestyle changes.
- **Behavior Change:** Changing day-to-day lifestyle habits is often the best way to improve health and increase your quality of life. Our program provides the resources to help you achieve your goals.

Eligibility & Wellness Premium Incentive

While part-time, job share, and full-time employees are eligible to participate in our wellness challenges through the Employee Health & Wellness Center (e.g., 'Winning at Losing', 'Maintain, Don't Gain'), our incentive program is currently only available to those employees enrolled in one of our HCS Anthem plans. The incentive program will encourage you to take control of your health. The program operates on the accumulation of points based on voluntary participation in the activities

described later in this document. Points are accumulated and self-reported throughout the program year, and at your convenience, toward your reward.

Those employees who log a minimum of five points between July 1, 2016 and June 30, 2017 are eligible for a discount on their PPO or HMO/POS medical premiums for the plan year beginning October 1, 2017. Employees enrolled in the CDHP will receive an additional contribution to their health savings account in lieu of a premium discount if they earn at least five points during the year. Please note that your incentive is based on your Anthem plan enrollment as of October 1, 2017. Incentive amounts will be determined by spring 2017.

Spouses who are covered under an HCS Anthem medical plan are also encouraged to participate in our wellness program during the 16/17 school year. An employee who is covering their spouse will only earn the premium discount or HSA incentive for the following school year if both they and their spouse each earn five points during the 16/17 school year. If only the employee or only the spouse earns five points, then the incentive has not been earned. In addition, we will not look at a total number of points for the couple. Each family member must earn their own five points. Points can not be shared.

How to Report Your Participation

All points will be tracked through the Marathon Health portal at <https://www.marathon-health.com/MyPhr/>, your personal hub for all HCS wellness tracking tools and resources. It is your responsibility to verify all program activities are met and reported by 6/30/17. Directions on how to report activities are available on the human resources section of the website, under the wellness program tab. Most activities will be self-reported with the exception of some of the activities completed through our Health & Wellness Center.

You can call the Employee Health & Wellness Center at (757) 315-8100 or attend our benefits fair on August 11th to secure your username and password to log-in to the portal. Our Employee Health & Wellness Center staff will be at our benefits fair from 1:00 until 4:00 at the School Administration Center. They will be providing instructions on how to log your wellness points in the Marathon Health portal and will have information on employee usernames if you have forgotten that information.

We will hold an information session regarding our three Anthem medical plans and the 16/17 wellness program at the School Administration Center in the second floor conference room on Thursday, August 11th at 11:00 before the start of our benefits fair.

Activities

Over the course of the program year, you will accumulate points as you complete activities to improve your overall health and fitness while potentially earning rewards along the way. The following table shows the wide range of opportunities available to employees and depicts each activity featured within the program as well as its corresponding point value and maximum allowable points per category.

Please note that for the 16/17 school year, either a biometric screening OR a comprehensive health review (CHR)/health coaching appointment is required. Each activity is worth two points. The CHR/health coaching appointment is required to take place at our Employee Health & Wellness Center with one of our nurse practitioners. The biometric screening can be done at any facility, including our Health & Wellness Center. However, if the screenings are done elsewhere, the results will need to be brought in to the Employee Health & Wellness Center for the points to be entered into the portal.

A detailed description of each activity follows the chart.

Activity	Point Value	Maximum Allowable
Biometric Screening (Requirement)	2	2
OR		
Comprehensive Health Review/Health Coaching (Requirement)	2	2
Annual Physical Exam	1	1
Health History & Risk Assessment (HHRA) or Annual HRA Update	1	1
Cancer Screening (Age & Gender Appropriate)	1	2
Dental Exam	1	2
Vision Exam	1	1
Flu Shot	1	1
Marathon Health Wellness Challenge	1	3
HCS Fitness Activity Challenge	1	1
Total Available Points		16

Activity
<p>Biometric Screening - Evaluation intended to identify past, current, and potential medical problems. A biometric screening includes systolic blood pressure, diastolic blood pressure, fasting glucose level, total cholesterol (LDL, HDL, triglycerides) and height/weight measurements. Biometric screenings can either be performed at the Employee Health & Wellness Center or through your PCP. However, if screenings are done with your PCP, results must be shared with the Employee Health & Wellness Center. Our staff there will log your point for this activity within the portal.</p>
<p>Comprehensive Health Review (CHR)- is a face-to face visit with a Marathon Health provider that can give you a complete picture of your health based on the results of the information you provide in the Health History and Risk Assessment (HHRA) questionnaire and the biometric screening. The HHRA and biometric screening are completed prior to the CHR visit. Staff at the Employee Health & Wellness Center will log this point automatically after you've completed the CHR.</p>
<p>OR</p>
<p>Health Coaching Appointment – Health coaching is an innovative way to help you manage your health. This coaching method will help you discover and address behavior changes that will improve your overall health and well-being. Working with a health coach can help identify issues, beliefs, and concerns that may hinder lifestyle changes. This information, with the results from the biometric screening and Health History and Risk Assessment (HHRA) will form the foundation for prioritizing health concerns, setting healthy goals, and creating a plan to achieve your goals. Staff at the Employee Health & Wellness Center will log this point automatically after you've completed a health coaching appointment.</p> <p>Health coaching is successfully used to help with weight loss, smoking cessation, stress management, fitness programs, illnesses and conditions of a chronic nature, and other lifestyle related issues that may negatively impact your health.</p>
<p>Annual Physical Exam - Routine annual exam, covered under the medical plan, provided by your primary care physician (PCP) or OB/GYN includes a review of your medical and family history, development or update of current providers and prescriptions, routine biometric measurements, detection of cognitive impairment, personalized health advice, risk factor analysis and associated treatment options, and screening schedule for appropriate preventive services. All annual physical exams must be self-reported in the Marathon Health portal.</p>
<p>Health History & Risk Assessment (HHRA) – The health history and risk assessment tool is an online questionnaire through the Marathon Health portal, which assists to engage employees and identify risk prevalence for cholesterol, blood pressure, glucose, nicotine use, obesity, inactivity, nutrition, seatbelt use, alcohol use, and sleep patterns. It includes a series of questions about family medical history and gathers more information about the participant's stress levels and lifestyle habits to help identify concerns and areas for improvement. The initial HHRA can only be completed once. After the HHRA is completed, employees will update their HRA in subsequent years. Staff at the Employee Health & Wellness Center will log this point automatically after you've completed the</p>

assessment.

OR

Annual HRA Update – This is used for those employees who had already completed the HHRA prior to July 1, 2016. As your HHRA (Health History Risk Assessment) is completed once, your HRA Update (Health Risk Assessment update) is used to be sure that each year your information is reviewed and updated, as needed. Using the HRA update questionnaire is an efficient way to review what has previously been entered in the HHRA and allow you to make changes. Staff at the Employee Health & Wellness Center will log this point automatically after you've completed the update.

Cancer Screening(s) – Guidelines based on U.S. Preventive Services Task Force

- Breast Cancer Screening: Women aged 40-49 - Individual decisions to begin according to patient history and values; Women aged 50-74 – Screen every two years.
- Cervical Cancer: Women ages 21-65 – Screen with Pap smear every 3 years
- Colo-rectal Cancer: Adults age 50-75 – Screen with high sensitivity fecal occult blood testing, sigmoidoscopy, or colonoscopy.

Dental Exam – Per your dental benefit, your dentist will perform the following routine checks: Examine and assess gum health; check for gum disease; diagnose any existing tooth decay; when indicated, take and analyze x-rays, which may reveal decay, bone loss, abscesses, tumors, cysts, and other problems; screen for the presence of oral cancer; verify the stability of any existing fillings or other restorations; inform you of all findings and make treatment recommendations.

Vision Exam – Per your vision benefit, a comprehensive adult eye and vision examination may include but not be limited to patient history, visual acuity, depth perception, color vision, eye muscle movements, peripheral vision, and how pupils respond to light and are an important part of preventive health care.

Flu Shot - A flu vaccine is a preventive screening needed every season for two reasons. First, the body's immune response from vaccination declines over time, so an annual vaccine is needed for optimal protection. Second, because flu viruses are constantly changing, the formulation of the flu vaccine is reviewed each year and sometimes updated to keep up with changing flu viruses. For the best protection, everyone 6 months and older should get vaccinated annually.

Marathon Health Wellness Challenge – The Employee Health & Wellness Center sponsors challenges over the course of each school year. The challenges can range from 1 – 12 weeks in duration. These provide employees with the means to overcome unhealthy habits and the assistance needed to develop and maintain a healthy lifestyle and/or better manage a chronic condition. Previous challenges have involved maintaining your weight around the holidays, setting weekly fitness goals, and losing weight. At least three challenges will be offered during the 16/17 school year. Future offerings will be tied to those topics employees selected as part of the 2015 wellness survey.

Hampton City Schools Fitness Activity Challenge: Employees use an excel spreadsheet to log their workout minutes during the course of the school year. Employees are eligible for a point once they've met the goal of 3,000 minutes. The spreadsheet will be available on our website July 1, 2016.