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To: HR Benefits <hrbenf@uark.edu>
Subject: 2018 Wellness Period 7-1-2017 - 9-30-2017



Human Resources

Wellness Program Participation = \$1,400 savings on your 2018 health plan Out of Pocket expenses!

If you participate in the University's health plan you are eligible to enroll in the wellness program. Enrollment in the program for 2018 begins July 1, 2017, and ends September 30, 2017. The wellness program is provided to support you in your efforts to improve and maintain your health. You should have received notices sent to your home addresses from OnLife Health.

Participation is voluntary and choosing not to participate has no impact on your opportunity to enroll in the University's health plan or other benefits. ***But the reward for participating will be a \$1,400 lower out-of-pocket in the health plan.*** That means you could save \$1,400 in what you pay in 2018 for copayments, deductible and coinsurance when meeting your out-of-pocket maximum. And, if you cover your spouse or children on the health plan, your participation means they will also receive a lower family out-of-pocket maximum. Participation is easy. *Note, the covered employee must complete the wellness requirements in order to get the discount for the family.*

To qualify for a reduction in your 2018 health plan out-of-pocket expenses you need to participate in the following between **July 1** and **September 30, 2017**:

1. **Take your health assessment.** Answer questions about your habits and get ideas and personal wellness reports to guide you on your journey. Log into www.OnlifeHealth.com to get started
2. **Agree to the tobacco pledge.** Review and agree to the tobacco/nicotine pledge when completing the health assessment.
3. **Complete your biometric screening.** Attend an on-campus screening event or submit the Physician Screening Form that you have completed during doctor's visit. (Physical must have been done between 5/1/2017 – 9/30/2017 and must be submitted no later than 9/30/2017).

There is no pass or fail evaluation or score and your supervisor or others on campus will ***never*** see your biometric screening results or health assessment information.

If you are going to use the results of your annual physical to satisfy the biometric screening requirement, have your physician complete the UAS Physician Screening Form, available from the forms section of Human Resources website at <https://hr.uark.edu/forms/index.php> (see under Health Benefits and Claim Forms). Remember the form should be completed by your doctor's office with the results of your physical and sent to Onlife Health (see email, fax number or mailing address at the bottom of the first page of the form). The Physician Screening Form must be received by Onlife Health no later than 9/30/2017.

Go to OnLife's website to complete the Health Assessment, Tobacco/Nicotine Pledge, Personal Health Plan Pledge and to schedule yourself for your Biometric Screening and Nicotine Test (if not using the results of your annual physical). Scheduling an appointment is required to participate in the on-campus screenings.

To begin, log on to www.OnlifeHealth.com.

If you are a returning user:

1. Enter your username and password used from your last visit in the boxes located at the left side of Onlife's homepage and click **LOGIN**.

If you are a new user:

1. Click **GET STARTED**, located on the left side of Onlife's homepage.
3. Enter the requested information to verify your identity and click **VERIFY**. Scroll down to the bottom to agree to the User Agreement and select **CONTINUE**.
4. Complete the required fields and select to proceed.

Need help? Call Onlife at 1-877-369-0285 and press 1. Translations services are available.

Campus Screening Opportunities: Registration is required

July 19, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

July 20, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

July 21, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

August 2, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

August 3, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

August 4, 2017 – HPER Studio 220, 7:30 a.m.-5:30 p.m.

September 18, 2017 – Arkansas Union ARKU 510-511, 8:00 a.m.-6:00 p.m.

September 19, 2017 – Arkansas Union ARKU 510-511, 8:00 a.m.-6:00 p.m.

September 20, 2017 – Reynolds Center RCED 103, 8:00 a.m.-6:00 p.m.

September 21, 2017 – Arkansas Union ARKU 510-511, 8:00 a.m.-6:00 p.m.

September 22, 2017 – Arkansas Union ARKU 510-511, 8:00 a.m.-6:00 p.m.

Follow these steps to schedule a screening appointment:

1. Log on to <https://my.onsitehd.com/signup/uark>
2. Register using your First Initial + Last Name + Last 4 of SSN (Unique ID)
(Example: JDoe1212).

3. Click the 'Choose Screening' button.
4. Select your most convenient screening location.
5. Select your most convenient screening date and time.
6. Log in after your screening to view your results.

Have questions about scheduling a screening, or need assistance? Call 1-877-369-0285.

Remember, if you are submitting the results of a physical done 5/1/2017 through 9/30/2017, you do not have to participate in one of the on-campus screenings.

See below the signature line for a series of Q & A's that will provide additional information. Contact Human Resources at 479-575-5351 or at hrbenf@uark.edu if you have any questions.



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2018 Wellness Program Q & A

Who is eligible to participate in the wellness program?

Employees and spouses who are enrolled in the University of Arkansas System Health Plan are eligible to participate in the wellness program. However, spouses are not required to participate in order to receive the wellness incentive. If both spouses are UA employees and one spouse is carrying the health coverage for both, the employee carrying the coverage needs to be the one to take the assessment and have the health screenings done in order to qualify for the reduction in the 2018 out-of-pocket maximum.

Why is the University offering a wellness program?

Wellness programs are intended to support you in improving your health and in maintaining your good health. Being well is good for you and good for the University. You maintain or improve the quality of your life and with healthy employees, the University hopes to reduce costs increases in the health plan and manage expenses in other benefits areas such as sick days and disability claims.

Why should I participate in the wellness program?

The wellness program is designed to provide you with information and resources you can use in improving and maintaining your health. At no cost to you the program offers on-line health information and health and exercise tracking, access to health coaches to assist you in meeting your goals and access to health improvement programs and participation rewards you with a reduced out-of-pocket maximum for the health plan.

Why do I have to fill out the online health assessment and give my personal health information?

You don't have to! Submitting this information is completely voluntary, and if you don't want to take the health assessment or participate in biometric screenings, you do not have to do anything. But remember, if you want the wellness reward of the out-of-pocket reduction, then you are required to follow the program steps. *The Onlife Wellness Program* is designed to reward and motivate you to achieve and maintain a healthy lifestyle, but participating in the incentive is completely voluntary. You can continue your enrollment in health insurance through the University without participating in the wellness program.

What is the incentive or reward for participating in the wellness program?

The incentive for participating in wellness is a reduction in the 2018 maximum Out of Pocket (OOP) expense in the health plan. Employees who participate in wellness will have a medical OOP maximum which is a \$1,400 less than the out-of-pocket maximum for those who don't participate in wellness. For employees who cover their spouse and/or children in the health plan, out-of-pocket costs may be reduced by as much as \$2,800 for the family.

What is a medical out-of-pocket maximum?

The out-of-pocket is the most you pay during the calendar year before the health plan starts to pay 100% for covered health expenses. The out-of-pocket maximum includes the deductible, coinsurance, and copayments you pay for covered health plan services. Prescription costs are not included in the medical out-of-pocket maximum.

Why do I need to do this? I'm healthy and will likely never reach the out-of-pocket maximum.

First, you are to be commended for being healthy. But the need for health care can be unpredictable. Accidents happen. Unexpected diagnoses occur. Protect yourself by completing the wellness program. What you do this year will impact your medical benefits next year. Think of your completion of these wellness steps as a safety net for your future medical costs.

I have high cholesterol and blood pressure, so I won't pass the screening. Will I have to pay the higher out-of-pocket maximum?

There is no pass or fail. The purpose of the screening is to capture your biometric information as of that date. We simply want you to participate in the wellness program and know your numbers. You will receive the reward regardless of your current health status, as long as you complete the required steps.

What do I have to do to participate in the wellness program?

Participating is easy: Complete the health screening offered on campus or through your personal physician **and** complete the Onlife Health Assessment at www.onlifehealth.com including agreeing to the Tobacco/Nicotine Pledge and Personal Health Action Pledge which are part of the Health Assessment and if you currently use tobacco products, enroll in a tobacco cessation program.

What is Onlife and what do they do with my Health Assessment and screening information?

Onlife is a comprehensive wellness solutions company that works with large employers and health plans nationwide. Onlife Health is the vendor selected by the University to administer the wellness program. Onlife provides the Health Assessment, coordinates the screening services, offers online and telephonic coaching, and online portals and provides fully HIPAA-compliant data management and reporting. Onlife analyzes your answers and provides you with a health risk report. Onlife will also notify UMR if your online health assessment indicates that participation in the healthy heart, diabetes or similar disease management program could be of value to you.

How do I know my information will be secure?

The University is committed to protecting and securing your personal health information at all times. Onlife complies with strict federal and state laws and regulations, including the Health Insurance Portability and Accountability Act (HIPAA), to ensure your information remains private and secure.

Why does the health screening include tobacco/nicotine testing?

According to the U.S. Department of Health and Human Services, tobacco use is the nation's single largest cause of preventable disease and death. The wellness program recognizes that nicotine addiction is a complex condition. Onlife provides comprehensive tobacco cessation services that address all levels of tobacco usage through coaching and individual support. By adding nicotine testing, Onlife can provide targeted information and support to individuals in their efforts to end tobacco use.

What will the nicotine screening test be used for and what happens to the information gathered in my screening?

The tobacco/nicotine screenings identify **only** Cotinine. Cotinine is a chemical present in only tobacco and nicotine products. When the testing is completed all saliva samples are destroyed. No additional testing is conducted and no samples are retained for any other use.

Who receives the information from my Health Assessment and screening?

Once you have completed your online health assessment, Onlife analyzes your answers and provides you with a health risk report. Onlife will notify UMR if your online health assessment indicates that participation in the healthy heart, diabetes or similar disease management program could be of value to you. Onlife also produces aggregated summary reports on participation levels, common health conditions and areas of wellness improvement interest which is used in developing education programs and wellness events at each campus. In reporting, Onlife never provides the University with individually identifiable information.

What if I don't want to participate in the wellness program?

Participation is completely voluntary. You don't have to participate in the wellness program. You can continue in health insurance through the University without participating in the wellness program. However, remember that if you choose not to participate, you will not be eligible for the \$1,400 reduction in your out of pocket expenses.

If my spouse or children are covered under the health plan, do they have to participate in the wellness program? No. If you choose to participate you will receive the wellness incentive for everyone who is

enrolled as your dependent. The employee carrying the insurance must complete the wellness requirements in order for covered family members to receive the discount.

When are the screening dates and when can I complete the Health Assessment?

The Health Assessment is available on-line at the Onlife website beginning July 1, 2017, through September 30, 2017. There are several different screening dates and locations available during that period. Please visit the Onlife website at www.onlifehealth.com or your campus HR website for more information.

Will my employer or human resources department see my results to the online health assessment or my wellness screening?

No. Your employer or human resources department will not have access to the information you provided through the online health assessment or wellness screening and will not receive any individually identifiable information on your health assessment or screening.

What if I don't agree to the Tobacco/Nicotine pledge or the Personal Health Action pledge?

Because the plan is voluntary, that is entirely your decision. Agreeing to work to improve your health or to maintain your good health is part of the wellness program. If you choose not to accept the Tobacco/Nicotine pledge or the Personal Health Action pledge you are not eligible to receive the wellness reward.

I've tried to quit using tobacco/nicotine before and couldn't; what if I'm not successful in a nicotine cessation program now?

The wellness program only requires participation in a cessation program. Many individuals attempt to quit several times before succeeding and the goal of the wellness program is to assist you in working toward that goal. If you aren't successful in ending your nicotine use this time, you can remain in the wellness program and try again.

What if I'm in already in a different tobacco cessation program or want to enroll in a different cessation program?

You can use an alternative cessation program and still qualify for the wellness reward. If you self-report tobacco use in the Health Assessment or if you test positive for tobacco use in the screening, you will receive a letter from Onlife which will include information on cessation program enrollment. Simply complete and return the alternative program form provided with that letter by the deadline and you will be credited with cessation program enrollment.

I went to my health care provider and received an annual exam. Can I submit the Physician Screening Form to Onlife rather than completing a biometric screening?

Yes. If you have received an annual exam and blood work between May 1, 2017, and September 30, 2017, your physician can complete the Physician Screening form and return the form by: e-mail (bioforms@onlifehealth.com), fax (615-844-2128) or US Mail (OnLife Health, Attn: OnLife Health, 9020 Overlook Blvd., Suite 300, Brentwood, TN 37027) for the wellness incentive. The Physician Form can be found on the forms section of Human Resources website at <https://hr.uark.edu/forms/index.php> (see under Health Benefits and Claim Forms) and Onlife's website at Onlifehealth.com dashboard under 'My Company'.