

# CITY OF BOULDER EMPLOYEE WELLBEING



REGISTRATION OPENS  
SEPTEMBER 16, 2015



<http://intraweb.ci.boulder.co.us/wellness>

ENROLLMENT DEADLINE – OCTOBER 31, 2015





*An Employee Well-Being Program*

Dear Colleagues,

Maintaining or improving our health is something that we all aspire to do and the city's *WellnessWorks!* program is here to help you meet your health goals. This employee wellness program is part of the city's comprehensive approach to Employee Well-Being and strives to provide the incentives, tools, education, inspiration and support you need to achieve and maintain a healthy lifestyle.

Be sure to take a look inside this brochure to learn more about the number of ways for you to stay active in the program as you work toward your health goals. From wellness events to rewards, it provides just about everything you'll need to know about the *WellnessWorks!* program.

Also, the annual *WellnessWorks!* enrollment begins **September 16**, and I encourage everyone to sign-up. Prevention is a key component to good health and research shows that wellness programs can provide early detection that helps save lives.

Our continued success in the areas of health improvement and cost reduction depend on your active engagement in our employee wellness program, not only in the enrollment phase, but all year long.

I encourage all employees to attend the Well-Being fair on October 6th you can enroll in benefits, have some fun, eat some good food and win prizes. There will be lots and lots of vendors (new and old) who want to give you free advice and goodies.

Sincerely,

Jane Brautigam  
City Manager



*WellnessWorks!*

## \* WELLNESS PROGRAM OVERVIEW

The City of Boulder *WellnessWorks!* program is here to help you reach and maintain optimal health. This benefit challenges you to take an active role in your health each year. The cornerstone of the wellness benefit is an online health management program powered by our health care provider Cigna. The Cigna website offers a wealth of new tools and resources while integrating many of our offerings into one program. We have exciting new changes coming to the *WellnessWorks!* program so please stay tuned for more details regarding specific programs and challenges for the coming year.

*The following elements of the wellness program are free and available to all benefit eligible standard employees:*

- **Individual health report and action plan**
- **Online medical record**
- **Onsite classes, seminars, challenge programs and special events**
- **Education modules**
- **Self-tracking of health maintenance and measures**
- **Personalized healthy lifestyle coaching sessions via phone**
- **24-hour nurse call line**
- **Health and wellness resources**
- **Complimentary consultation with personal trainer and dietitian**



The Cigna portal has been designed, developed and implemented with leading technology to support full compliance with all applicable federal and state privacy laws, including HIPAA.

*\*Part of the Employee Well-Being Program*



# HOW DO I ENROLL IN THE WELLNESSWORKS! PROGRAM?



## GO TO WWW.SIMPLYWELL.COM

All participants begin by clicking on LOGIN on the upper right hand side of the screen.

**Current Participants:** Log in on the left-hand side using your personal ID and password you already created.

**New Participants:** Click on LOGIN, then click on the REGISTER button below the First Time User. Click MY EMPLOYER, enter your participant ID, date of birth and gender in the space provided then select the BEGIN button. For participant ID, please use the capital alpha characters "COB" followed by your six digit employee ID number. **Please add zeros to your ID to make it 6 digits.** Example: COB001358

## STEP 1: ENTER YOUR CONTACT & SECURITY INFORMATION

During this step you will create your own private and confidential user ID and password that you will use from this point forward. Be sure to write this down.

## STEP 2: ENTER YOUR CONTACT & SECURITY INFORMATION

There are eleven health screenings scheduled at various city locations (see back panel). During this step you will select the screening that you would like to attend.

## STEP 3: COMPLETE THE HEALTH QUESTIONNAIRE

Please allow approximately 10-30 minutes to complete. You may move back and forth between pages. If you can't complete the entire questionnaire and need to return, just select the SAVE and FINISH LATER button. When it is complete, make sure to click the SUBMIT button. New and returning participants must complete the Health Questionnaire.

### YOUR PERSONAL HEALTH REPORT

After you have completed your enrollment steps, health questionnaire and attended your onsite health screening, you will be able to view your personal Health Report by selecting "My Information," then "My Report" on your SimplyWell homepage. This data will be transferred to Cigna. In January employees will be able to access their own information at mycigna.com. All you will need to do is have your Cigna member number and create a password or for non Cigna participants create a user id and password. More information on this will follow.

# REWARD & DEADLINES

## REWARD OPPORTUNITIES:

All eligible City of Boulder participants who complete the health questionnaire **and** attend a health screening (or submit results from your physician) by **10/31/15** will earn:

**1 A credit toward your share of the health insurance premium, if you enroll in the city health coverage.**

This credit is \$15 per month for the \$500 or \$1,000 deductible plans and \$30 per month for the \$1,500 deductible plan.

**2 A taxable \*City of Boulder Recreation Pass.**

- ✓ The pass includes use of all City of Boulder recreation centers, outdoor pools, the Boulder Reservoir, and over 100 drop-in yoga and fitness classes per week.
- ✓ Pass holders are eligible to purchase recreation passes for family members at the discounted fee of \$100 per family member.
- ✓ Pass holders may register for one leisure or healthy lifestyle class, listed in the Parks and Recreation class guide, per quarter at no cost.

*\*The recreation center pass is a taxable benefit. Depending on your annual earnings and W-4 withholdings, the annual taxes on the recreation pass for 2016 will be between \$47 and \$85 (1.96 to 3.54 per check). The regular pass rate for a resident of Boulder is \$552 in 2016.*



# HEALTH SCREENINGS 2015

You must complete the Health Screening in order to get your individual HealthScore.

DATE	TIME	LOCATION
Tues., Oct. 6	6:30 a.m. – 1:00 p.m.	Health Fair - East Boulder Community Center
Wed., Oct. 7	6:00 – 10:00 a.m.	Public Safety East, 1805 33rd St
Thur., Oct. 8	6:00 – 8:00 a.m.	Center Green, 3065 Center Green Dr.
Thur., Oct. 8	5:30 – 7:30 p.m.	Yards (MSC), 5050 East Pearl
Fri., Oct. 9	6:00 – 10:00 a.m.	Municipal Building, 1777 Broadway
Tues., Oct. 13	6:00 – 9:00 a.m.	Municipal Building, 1777 Broadway
Wed., Oct. 14	6:00 – 9:30 a.m.	Yards (MSC), 5050 Pearl Street,
Thur., Oct. 15	10:00 a.m. – 12:30 p.m.	Municipal Building, 1777 Broadway
Fri., Oct. 16	7:00 – 10:00 a.m.	OSMP Annex, 7315 Red Deer
Mon., Oct. 19	1:00 p.m. – 3:00 p.m.	Public Safety East, 1805 33rd St
	8:30 a.m. – 3:00 p.m.	** Mammograms, Municipal Building
Tues., Oct. 20	12:00 p.m. – 2:30 p.m.	Municipal Building, 1777 Broadway
Fri. Oct. 23	8:30 a.m. – 3:00 p.m.	** Mammogram Screening Only, 5660 Sioux Dr.

\*\* Mammograms: all patients over 40 need to bring insurance card and photo I.D to appointment. Call (720)848-1030 to schedule a specific time or for more information. Flu Shots Available All Dates. No cost for employees. Please bring your UHC medical card, if you have medical coverage through the city. Dependents aged 3+ and covered by UHC are free. Employees and other dependents aged 3+ years who are covered by other insurance, bring your medical card or a \$25 personal check.

## Lab Results Accepted from Personal Physician.

If you have completed a recent physician appointment that included blood work between August 1 and October 31, 2016, you can use this in place of completing an onsite health screening. Here's how it works.

- Follow the enrollment instructions in the "How Do I Enroll" section.
- During Step 3: Select "Alternate Screening" instead of an actual screening date.

To obtain a copy of the Physician Clinical Results Form, go to [www.bouldercolorado.gov/benefits](http://www.bouldercolorado.gov/benefits) OR download it from the Announcement section on the bottom right corner of your SimplyWell Home for Health page.

**If you have technical problems enrolling or have a health-related question, call**

**SimplyWell at 1.877.991.9355**

**For general questions about the City of Boulder *Wellness Works!* program, see [www.bouldercolorado.gov/benefits](http://www.bouldercolorado.gov/benefits) or contact the HR department at [HR@bouldercolorado.gov](mailto:HR@bouldercolorado.gov).**

