City of Boulder
Wellness Works!

CITY OF BOULDER

WELLNESS PROGRAM ENROLLMENT INFORMATION

REGISTRATION OPENS – SEPTEMBER 16, 2013

ENROLLMENT DEADLINE – OCTOBER 17, 2013
(WITH PHYSICIAN FORMS THROUGH OCTOBER 31)

www.bouldercolorado.gov/benefits

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 strives to provide the incentives, tools, education, inspiration and support you need to achieve and maintain a healthy lifestyle.

Annual *WellnessWorks!* enrollment begins **October 1 and closes October 17,** 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 to save lives.

Also remember that if you participate in the city health care plans, you will receive a credit toward your share of the monthly health premium by simply enrolling in the *WellnessWorks!* program this year. The credit is $15 per month for the $500 or $1,000 deductible plans. The credit is $30 per month for the $1,500 deductible plan.

Your health score this year will establish a baseline for future Wellness Premium Credits. This means that you must enroll in *WellnessWorks!* for 2014 in order to be eligible to earn a credit for 2015 based upon an improvement in your score. If you do not enroll in *Wellnes sWorks!* for 2014, you will need to achieve a reasonable alternative in order to qualify for the incentive in 2015. We are committed to helping you achieve your best health, so don't miss this opportunity.

From wellness events to rewards, this brochure provides all the information you need about the *WellnessWorks!* program. Be sure to take a look inside to learn more about the number ways for you to stay active in the program as you work toward your health goals. Our continued success in the areas of health improvement and cost reduction depend on your active engagement, not only in the enrollment phase, but all year long.

See you at the screenings!

Jane S. Brautigam

Jane Brautigam
City Manager

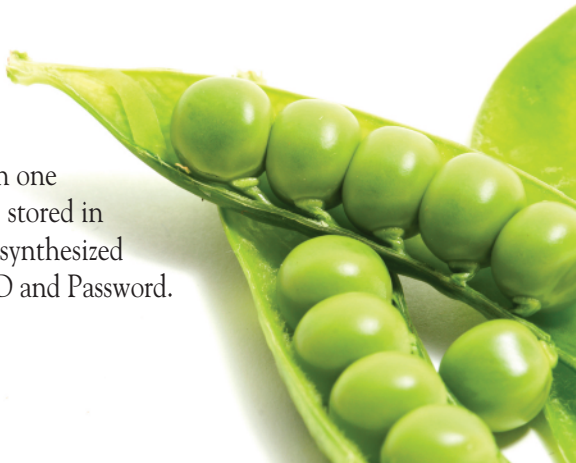
WELLNESS PROGRAM OVERVIEW

The City of Boulder ***WellnessWorks!*** benefit is here to help you reach and maintain optimal health. This benefit challenges you to earn 10,000 points by September 15, 2014, and rewards you along the way! The cornerstone of the wellness benefit is an online health management program powered by SimplyWell. The SimplyWell website offers a wealth of new tools and resources while integrating many of our offerings into one, point-based program. You log your information and participation. SimplyWell will do the rest.

The following components are available free to all ***benefit eligible standard employees:***

- **Online sign-up and registration**
- **Onsite health screening**
  - **Lab work - hemogram (CBC), lipid profile including triglycerides, fasting glucose**
  - **Height & weight**
  - **Blood pressure & pulse**
  - **Body Fat Electrical impedance (optional)**
- **Lab results from a physician visit between August 1 and October 24, 2013 are also accepted**
- **Online health questionnaire**
- **Personal health score feature**
- **Individual health report & action plan**
- **Online medical record**
- **Onsite classes, seminars, challenge programs and special events**
- **Educational modules**
- **Self-tracking of health maintenance and measures**
- **Personalized healthy lifestyle coaching sessions via phone**
- **24-hour nurse call line**
- **Health and wellness resources**
- **Monthly wellness newsletter**

SimplyWell has been designed, developed and implemented with leading technology to support full compliance with all applicable federal and state privacy laws, including HIPAA. The data is stored using multiple servers in one of the nation's secure data storage sites. All personal health information is stored in individual library look-up tables to keep records secure. Individual data is synthesized into one complete record **ONLY** at the time you input your unique User ID and Password. **SimplyWell does not store any information on the Internet.**



HOW DO I ENROLL?

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: ACCEPT THE AGREEMENT & POLICY INFORMATION.

STEP 3: REGISTER FOR YOUR HEALTH SCREENING.

There are nine 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 4: VIEW & ORDER LAB WORK.

You will be able to view the lab panels being offered free by the City of Boulder. You can also order additional lab work at your own cost to be included at your screening.

STEP 5: RECORD YOUR MEDICAL HISTORY.

This feature provides you a secure, private personal health record. It may be helpful to have your medications, allergies, surgeries, etc. listed on a separate piece of paper. This is an optional feature that you can update at any time.

STEP 6: 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.

Please note that you will be called by a SimplyWell registered nurse for a consultation if you receive an abnormal/critical value resulting from the health screening. SimplyWell nurse coaches will also call you to invite you to participate in the free coaching services. Coaching is voluntary and you can opt out at any time.

POINTS

Tracking your points using your SimplyWell account is how you'll progress to better health AND how you earn rewards.

POINT AREAS	ACTION PLAN POINTS REQUIRED
Health Questionnaire	**1,000**
Health Screening	**2,000**
Appointments	**1,000**
Education Modules **Health Trackers** ***Wellness Works!* Wellness Events**	**6,000**
Wellness Challenge Programs (1,000 pts) *Wellness Seminars (250 – 500 pts)* *Healthy Lifestyle Classes (250 – 750 pts)* *Special Events (20 – 1,000 pts)* *Health Score Above 85 (3,000 pts)* OR *Health Score Improvement of 5 (2,000 pts)*	
	10,000 Total

NEW THIS YEAR:
The Health Questionnaire, Health Screening and Appointments are required points.
You can accumulate 6,000 points under Wellness Events or a combination of Wellness Events, Education Modules, and/or Health Trackers.

GOOD HEALTH HAS ITS REWARDS:

Health Score Points have been increased this year. Also new: Tobacco use will be a part of the health score this year with a minus 10 being applied for tobacco use.

REWARD & DEADLINES

REWARD OPPORTUNITY #1

All City of Boulder participants who complete the health questionnaire **and** attend a health screening (or submit results from your physician) by **10/31/13** will earn:

1. **A taxable* City of Boulder Recreation Pass for the 2014 calendar year.**

- 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 2014 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 2014.*

2. **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.

REWARD OPPORTUNITY #2

All participants who earn 7,500 action plan points by **4/30/14** will be entered into a drawing for (100) $50 Downtown Boulder gift cards.

REWARD OPPORTUNITY #3

Participants who earn 10,000 points by **9/15/14** will earn a $25 gift card and be entered into a drawing for (2) $500 VISA gift cards.

HEALTH SCREENINGS 2013

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

DATE	TIME	LOCATION
Tues., Oct. 1	6:30 – 11 a.m.	Health Fair East Bldr Comm Center **
Wed., Oct. 2	6:30 – 9:30 a.m.	City Yards - Public Works
Thur., Oct. 3	6:30 – 9:30 a.m.	Public Safety Building - East *(PSB employees only)*
Tues., Oct. 8	6:30 – 9:30 a.m.	Municipal Building - Council Chambers
Wed., Oct. 9	6:30 – 9:30 a.m.	OSMP Annex
Thur., Oct. 10	6:30 – 9:30 a.m.	Municipal Building - Council Chambers
Tues., Oct. 15	6:30 – 9:00 a.m.	City Yards - Public Works
Wed., Oct. 16	1:00 – 3:00 p.m.	Public Safety Building - East *(PSB employees only)*
Thur., Oct. 17	6:30 – 9:30 a.m.	Municipal Building - Council Chambers

***Mammograms available 7:00 a.m. to 2:00 p.m. Call (720) 848-1030 to schedule a specific time or for more information.*
Flu Shots Available All Dates.

Location details and specific time slots are available online when registering.

Please allow 20 minutes for the screening. It is recommended that you fast for 8 to 12 hours prior to the laboratory tests and avoid strenuous exercise prior to your blood pressure screening. You should continue to take any prescribed medications and drink plenty of water. If you have any medical conditions, such as diabetes, which may be affected by fasting, please consult your physician before fasting.

Lab Results Accepted from Personal Physician.

If you have completed a recent physician appointment that included blood work between August 1 and October 24, 2013, 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** or download it from the Quick Links section on the top left hand 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 *WellnessWorks!* program, see www.bouldercolorado.gov/benefits or contact one of your wellness staff:

Stewart Ellenberg	Suzanne Kohlmann	Kevin Krayna	Summer Kennedy	Stacy Ludwig
Risk Manager	*Benefits & Payroll Manager*	*Safety & Workers' Compensation Specialist*	*Health & Wellness Program Supervisor*	*Risk Management*
303.441.3075	**303.441.3893**	**303.441.3061**	**303.413.7264**	**303.441.4009**