

2020

WELLNESS

Incentive Program

Newsletter

Port
Authority

"Health is a state of body.
Wellness is a state of being."

J. Stanford

Dear Port Authority Employee:

The Port Authority recognizes the importance for employees to live healthier lives by actively engaging with a health care provider through utilizing preventive services and activities available under your health care plan.

The Port Authority's Wellness Incentive Program strives to increase the wellbeing and productivity of our employees. As an active member of the plan the goal of performing these activities is to help you gain a better understanding of your health and to learn more about your health risks so you may utilize strategies to improve your health.

Both UPMC and Highmark members have access to many valuable tools and resources including Health Coaching, exclusive member discounts such as gym memberships, and the availability to track your health progress, appointments, and claims.

By electing to participate in these activities, you gain a better understanding of your health status and earn wellness incentive dollars back in your paycheck. **There is no cost to participate in the Wellness Incentive Program!**

It is very important that you review each section of this newsletter that contains details on the wellness activities that must be completed by September 30, 2020 to earn your wellness incentive credit.

This newsletter is intended to provide an overview of the wellness activities that must be completed in 2020 to earn your 2021 wellness credit. For question regarding your wellness activities please refer to the toll-free member service number on the back of your UPMC or Highmark ID card.

Sincerely,

Joan Mediate
Manager, Benefits Administration

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PROGRAM OVERVIEW

2020 Wellness Program Activities

What do you need to do?	<ul style="list-style-type: none"> • Tobacco Attestation Status <i>(Attest if you are a tobacco user or smoke free)</i> 	<ul style="list-style-type: none"> • Health Assessment • Biometric Screening • Preventive Exam <i>(Annual Physical)</i> 	<ul style="list-style-type: none"> • Tobacco Cessation Program <i>(If you attest to being a tobacco user)</i>
When do you need to complete it?	January 1– September 30, 2020	January 1– September 30, 2020	January 1– September 30, 2020

All activities must be completed by September 30, 2020 or you will not earn the wellness incentive credit.

Wellness Incentive Credit

- If you complete all of the activities by September 30, 2020 you will receive a lump sum wellness credit in your pay in January 2021. It will be noted on your paycheck as "Healthcare Wellness Credit."
- Employee only coverage will be awarded a \$200 wellness incentive credit.
- Employee plus 1 or Family Coverage will be awarded a \$400 wellness incentive credit.
- These wellness incentive amounts are the same whether you selected the Basic or Enhanced PPO plans with either Highmark or UPMC.
- In the case of married couples who are both active employees of the Port Authority, only the employee that retains the medical insurance is eligible to participate in the wellness incentive and will receive the credit in their paycheck.

NOTE:

The wellness credit will not be prorated in the event of a family status change. The wellness incentive credit does not reduce the amount of your deductible. It is a credit in your paycheck. Wellness credit is taxable income. If you have waived health care coverage, you are not eligible to receive the wellness credit.

TOBACCO ATTESTATION & CESSATION

Tobacco Attestation - Employees participating in the Wellness Incentive Program will need to attest (certify) to their non-use of tobacco products by **September 30, 2020**. **Tobacco products include cigarettes, e-cigarettes, cigars, chewing or pipe tobacco and any other tobacco products regardless of the frequency or method of use.**

If you are a non-tobacco user you still have to attest or you will not receive the credit for this incentive. Please note that the questions regarding tobacco within the health assessment test are not the Tobacco Attestation. This is a separate requirement.

Tobacco Cessation Program - Employees who use tobacco are required to complete a Tobacco Cessation program in order to receive their wellness credit by **September 30, 2020**.

Your qualification for the wellness credit is not based on the outcome of the cessation program (i.e., whether or not you quit using tobacco); however, you must complete the cessation requirements outlined by your health care carrier's tobacco cessation program to receive credit. ***Health information is confidential and never shared with the Port Authority.***

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HEALTH ASSESSMENT (HA)

What is a Health Assessment (HA)?

The Health Assessment (HA) is a confidential online survey designed about your current health status, medical history, and lifestyle. It is designed to increase your health awareness and help you learn how to maintain a healthier lifestyle.

BIOMETRIC SCREENINGS

What is a Biometric Screening?

A Biometric Screening, sometimes called a Biometric Health Screening or Biometric Assessment, provides a clinical assessment of key health measures. Your Biometric Screening consists of the following measurements: blood glucose level, cholesterol, body mass index, (BMI estimate of body fat, given in a percentage based on your weight in relation to your height) and blood pressure. ***The biometric screening is a non-fasting screening, however for more accurate results fasting is recommended. You should take any regularly scheduled medications as usual. Please allow 4-6 weeks for credit to display on your UPMC or Highmark wellness profile. Health information is confidential and never shared with the Port Authority.***

ANNUAL PREVENTIVE EXAM

A preventive exam is a scheduled medical evaluation of an individual that focuses on preventive care. It includes an age and gender appropriate history, an examination, a review of risk factors and plans to reduce them. Please remember to inform your provider that you are scheduling an annual physical exam; there is no copay for this exam. ***Health information is confidential and never shared with the Port Authority.***

NOTICE REGARDING WELLNESS PROGRAM

The Port Authority of Allegheny County Wellness Incentive Program is a voluntary wellness program available to all employees. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Non-discrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program you will be asked to complete a voluntary Health Assessment (HA) that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You will also be asked to complete a biometric screening, which will include a blood test for high blood pressure, diabetes, high cholesterol, and obesity. You are not required to complete the HA or to participate in the blood test or other medical examinations.

However, employees who choose to participate in the wellness program will receive an incentive of \$200 for employee only coverage or \$400 for employee plus one or family coverage for completing the wellness program criteria. Although you are not required to complete the HA or participate in the biometric screening, only employees who do so will receive the \$200 or \$400 incentive.

The information from your HA and the results from your biometric screening will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through the wellness program, such as health coaching. You also are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identified health information. Although the wellness program and UPMC Health Plan or Highmark may use aggregate information they collect to design a program based on identified health risks in the workplace, the wellness program, UPMC Health Plan or Highmark will never disclose any of your personal information either publicly or to Port Authority of Allegheny County, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only