

POLICY SUBJECT: NIPSCO Union Wellness Day

EFFECTIVE DATE: January 1, 2015
Updated March 1, 2019

This policy covers NIPSCO Union employees.

Wellness Day Timing

The wellness year runs from January 1 through December 31 of each year.

Wellness Day Benefit

The wellness day benefit provides eligible employees with one paid wellness day per calendar year. The wellness day is equal to one of your regularly scheduled work days. This time off will be granted on January 1 to be used for any of the wellness exams or preventive screenings outlined below. Wellness time cannot be used in increments and must be used in a single day. An unused wellness day from the previous year cannot be carried over or donated to another employee.

Employees should work with their supervisor to schedule a day off for a wellness preventative service prior to the visit. The NIPSCO Union Wellness Day Authorization Form must be completed in entirety by the employee and healthcare provider (e.g. physician licensed to practice medicine, a licensed Nurse Practitioner, or a licensed Physician's Assistant). The form must then be submitted to the supervisor immediately upon returning to work.

The supervisor must retain the wellness day form in the employee file for the remaining calendar year. The Supervisor is responsible to confirm that the wellness time entered into WorkBrain reflects a normally scheduled standard day and the employee meets the eligibility requirements.

Employees on short-term or long-term disability or any other type of leave of absence or non-work status must return to an active status and only utilize this benefit once they resume their standard work schedule.

Any employee who transfers to another position will not be able to utilize this benefit if the benefit has already been used at any point during the calendar year.

New Hire and Rehired Employees

A new or rehired employee in the initial year of employment is granted the wellness day in the calendar year of employment.

Recording Wellness Exam Time Off

When recording wellness paid time off, NIPSCO Union employees should use WorkBrain code WELLNESS-BU.

Eligible Wellness Items

Eligible employees are able to utilize this wellness day to obtain preventive physical exams. Preventive care, screening tests, and immunizations must be administered by a healthcare provider during a physical examination. Below is a list of services you would be able to use the wellness day to obtain:

Women's preventive care

- Well-woman visits
- Breast cancer, including exam, mammogram, and, including genetic testing for BRCA 1 and BRCA 2 when certain criteria are met⁶
- Breast-feeding: primary care intervention to promote breast-feeding support, supplies and counseling (female)^{3,4}
- Contraceptive (birth control) counseling
- FDA-approved contraceptive medical services provided by a doctor, including sterilization
- Counseling related to chemoprevention for women with a high risk of breast cancer
- Counseling related to genetic testing for women with a family history of ovarian or breast cancer
- HPV screening⁴
- Screening and counseling for interpersonal and domestic violence
- Pregnancy screenings: includes, but is not limited to, gestational diabetes, hepatitis, asymptomatic bacteriuria, Rh incompatibility, syphilis, iron deficiency anemia, gonorrhea, chlamydia and HIV⁴
- Pelvic exam and Pap test, including screening for cervical cancer

Adult preventive care

Preventive physical exams

Screening tests:

- Alcohol misuse: related screening and behavioral counseling
- Aortic aneurysm screening (men who have smoked)
- Behavioral counseling to promote a healthy diet
- Blood pressure
- Bone density test to screen for osteoporosis
- Cholesterol and lipid (fat) level
- Colorectal cancer, including fecal occult blood test, barium enema, flexible sigmoidoscopy, screening colonoscopy and related prep kit and CT colonography (as appropriate)
- Depression screening
- Hepatitis C virus (HCV) for people at high risk for infection and a one-time screening for adults born between 1945 and 1965
- Type 2 diabetes screening
- Eye chart test for vision²
- Hearing screening
- Height, weight and BMI
- HIV screening and counseling
- Obesity: related screening and counseling
- Prostate cancer, including digital rectal exam and PSA test
- Sexually transmitted infections: related screening and counseling
- Tobacco use: related screening and behavioral counseling
- Violence, interpersonal and domestic: related screening and counseling

Immunizations:

- Diphtheria, tetanus and pertussis (whooping cough)
- Hepatitis A and Hepatitis B
- HPV
- Influenza (flu)
- Meningococcal (meningitis)
- Measles, mumps and rubella (MMR)
- Pneumococcal (pneumonia)
- Varicella (chickenpox)
- Zoster (shingles)

***Eye Chart testing is acceptable if being screened for disease(s) of the eye**

Frequently Asked Questions

Am I eligible to participate in this program?

This program is being offered to NIPSCO Union employees. Eligible employees are allowed a single wellness day in the calendar year.

Does this time off guarantee that my claims will be covered at 100 percent?

No, it does not. If you are NOT enrolled in a NiSource medical plan, you may use this wellness time but will NOT receive any coverage for any services from a NiSource plan. If you are enrolled in the NIPSCO PPO or HDPPPO plan, all in network preventive screenings are covered at 100 percent. Please contact Anthem at 1-800-228-2891 if you have any questions related to coverage for specific services.

What is required to use the Wellness Day PTO?

The employee must first gain supervisor approval to take the time off of work. Upon returning to work, the proper coding must be entered into WorkBrain and the completed form must be submitted. Please refer to the wellness day form for full details.