

Momentum+ 2019 Wellness Program Overview – Salve Regina University

Welcome to the Salve Regina University Momentum+ Wellness Program! Your health is important, and we hope the program will help you reach all of your health and fitness goals. The Salve Regina University Momentum+ Wellness Program begins January 1, 2019 and ends December 31, 2019. The program and credit details can be found below.

How to Earn Your Incentive

Program	Incentive	Requirement
Annual Preventive <i>Well</i> Physical OR Complete Wellbeing Assessment (WBA)	\$35 payroll credit	Have an Annual Preventive <i>Well</i> Physical in 2019. OR Take the online Wellbeing Assessment (WBA) in 2019
Physical Activity, Wellness Education, and Healthy Activities on the Health Portal	An additional \$40 payroll credit	Earn a program total of <u>25</u> credits on the Tufts Health Plan Momentum+ online wellness platform. See next page for credit earning options. <ul style="list-style-type: none"> Attend HR Wellness Workshops “Worksite Activity.” (Ex include: annual benefits/wellness fair, nutrition workshops, etc.) Take part in online activities, challenges, seminars, coaching, etc. on the Momentum+ website. Tufts Health Plan Members go to: www.mytuftshealthplan.com Non-members go to: www.tuftshealthplanwellness.com
	\$150 rebate from Tufts Health Plan	Employees who are members of Tufts Health Plan for at least four months of the calendar year can request up to \$150 back on fitness center memberships and certain exercise classes. Log onto www.mytuftshealthplan.com for additional information and to request your rebate.
Tobacco Free Employee	20% discount on bi-weekly employee healthcare contribution rate (based on individual rate)	Complete the Annual Tobacco Free Affidavit and return to HR between October 15 and November 15, 2019 for discount in 2020.

Please note: By participating in wellness program activities, including disease management and health coaching, you understand that your participation may be shared with your employer. In agreeing to participate, you authorize Tufts Health Plan to disclose your participation in a program to your employer's benefits plan staff, if necessary, to administer a wellness program. Please see the last page for more details.

This is a voluntary program. Employees not currently on the University's health insurance plan are encouraged and welcome to participate but are not eligible for incentives.

Payroll credits will be distributed in February following the previous calendar year. Employee must be actively employed and on the payroll in February in order to receive the credit.

Credit Earning Options

Program Activity	Credits	Annual Max
Wellbeing Assessment (WBA)	WBA: 10 credits Biometrics: 1 credit/each entered	10 5
OR Annual Well Physical	15	15
Virtual Coaching Program	5 each	20
HR Wellness Workshops/Worksite Activity	4 each	12
Individual Wellness Challenges – one per quarter	5 each	20
Online Seminars	1 per quarter	4
Online Conversations	1 per session	4
Individual Fitness Tracker Challenge – (starts April 1st and October 1st)	5 per challenge	10
Lifestyle Coaching <i>(Tufts Health Plan Members)</i>	Initial Assessment - 5 credits 3 Coaching Calls - 5 credits	10
Condition Management <i>(Tufts Health Plan Members)</i>	Initial Assessment - 5 credits Subsequent Calls - 5 credits	15
Total Program Credits Needed to Earn \$\$		25

When you finish an activity, credits for most activities are automatically awarded and can be tracked directly from your Tufts Health Plan home page. Onsite HR workshops require you to complete the online activity form. Once submit this form, credits will automatically be awarded to your Tufts Health Plan home page. You choose which activities you want to do. Activities must be completed by December 31, 2019. If you reach your goal before then, keep going!

Wellbeing Assessment (WBA) and Biometrics

Completing your WBA is a great way to learn how healthy you are and how your lifestyle choices make a difference. The WBA is **completely confidential** and only takes about 15–20 minutes to do. When you are done, you will receive a personal health report which gives you your overall wellness score, detailing areas where you are doing well, and areas that you could improve. You will get 10 credits when you finish the assessment. Salve Regina University will not see your results.

To get the best results from your WBA, have your most recent health measures in hand. You'll earn one additional credit for each health measure you enter into the WBA: height and weight for BMI, blood pressure, cholesterol, HDL, glucose. If you enter all five health measures, and complete the WBA, you'll receive a total of 15 credits. If you know your LDL cholesterol and triglycerides, include those numbers in your WBA to get a total picture of your health.

Virtual Coaching Program

Reach your health goals, big or small, working at your own pace with a virtual coach online! Choose your focus area: improving your diet, managing stress, getting more physically active, and more. Set your goal and get started with healthy steps you can take to reach it. You'll find all sorts of fun tools such as healthy tips, meal planners, recipes, and quizzes. Log in to complete at least one healthy action each week in six different weeks and a check-in assessment to reach a milestone. You will get 5 credits when you finish a milestone, up to 4 per year (max. 20 credits).

HR Wellness Workshops/Worksite Activity

Salve Regina HR offers several wellness activities for you to choose from. Workshop information will be provided throughout the year in the monthly HR Newsletter. Just complete the Worksite Activity Affirmation form found on this website by selecting Rewards, then Credits from the top menu bar. Under HR Wellness Workshop, select Get Started, then complete the form and select Submit. You will get four credits per form completed (total of 12 credits available).

Individual Wellness Challenges - 2019

Challenges give you the opportunity to track healthy behaviors and get credit for them! Look for these upcoming chances to develop healthier habits! You will get five credits when you finish a challenge, and you can participate in up to four challenges per year for a maximum of 20 credits. Please note that the last day to track your activity is the last day of the month.

Finding Financial Wellness (February)

Challenge yourself to practice smart money habits. Statistics show that the majority of Americans are concerned with their financial health. Establishing and maintaining healthy spending and saving habits is as important to your wellbeing as proper nutrition and regular exercise. Having financial stress can lead to loss of sleep, overeating, depression and anxiety. This challenge can help you get your finances in order and on the path to financial wellness.

Mindfulness Matters (May)

Many people deal with stress daily at home and work. With this challenge you'll learn how to practice quick, simple mindfulness techniques to focus your mind.

Well at Work (August)

Making healthy changes is about creating new habits at home and work. With this challenge you'll learn how you can create new, healthier routines during your workday. You'll be glad you did!

Habits for Happiness (November)

In this challenge you'll learn tools to help you appreciate what you have and feel better about how you're living your life. Showing kindness to others and expressing gratitude for what you have can boost your confidence and self-esteem. Turn off the tech for a while, and try to appreciate the world around you. You might find yourself enjoying better sleep, less anxiety and a happier outlook!

Online Seminars

Want to learn more about a health topic in 15 minutes? Try out a seminar right here online! A new seminar is released each month and you can check them out anytime, 24/7. You can earn up to 1 credit each quarter by completing a seminar for a total of four credits per year (max. of four credits).

Online Conversations

Strike up a conversation about your health! Receive information about a variety of healthy living topics and health conditions. Answer a few questions during the conversation to receive personalized advice and a printable action plan to help you make healthier choices. You'll earn 1 credit for each for each conversation (max. of four credits).

Individual Fitness Tracker Challenge

Being physically active is important to overall good health. Get active and accumulate 416,000 steps over this three-month challenge to earn 5 credits. You can reach the goal by taking 10,000 steps on about half the days during the challenge or about 5000 steps every day. You can synch your wearable device or app to the Wellness portal, or self-report your steps for this challenge. This challenge is offered twice per year beginning April 1st and October 1st.

Lifestyle Coaching*

Sometimes it is hard to reach long term health goals and easy to get discouraged along the way. You can work one-on-one with a lifestyle coach on goals such as losing weight, eating better, getting more exercise, quitting tobacco or dealing with stress. Over this 6-month program, you and your Coach will work together as a team to meet your health goals.

When you complete the Wellbeing Assessment (WBA), your results may show that you are at risk for diseases such as heart disease or diabetes. If that is the case, you will be offered a lifestyle coach and your invitation to participate will be on your homepage. Click the invite to sign up online, or wait for an email or phone call from an enrollment specialist inviting you to join in this program.

If you do not do the WBA, you may still enroll in coaching by filling out the registration form on your homepage or by calling 866-201-7919.

Once signed up, you can work with your coach by phone or through this web site as many times as you like – you have unlimited access to your personal lifestyle coach for 6 months. With lifestyle coaching, you'll receive helpful information, tips and a place for you to track your goals and progress online.

Working with a lifestyle coach is voluntary and confidential. You will receive 5 credits once you enroll and complete your initial assessment call with your lifestyle coach. Complete three additional monthly check-in calls with your coach and a short check-in assessment to receive an additional 5 credits.

**Available to Tufts Health Plan Members*

Condition Management*

If you're living with a chronic condition, our condition management programs can help you better manage your symptoms and improve your quality of life. Taking part in the program is voluntary and confidential. If you qualify for condition management, you will be contacted by an enrollment specialist who will talk with you about how you are managing your condition, and invite you to work with a personal nurse care manager to support you over the phone, online and through the mail.

This program addresses the following conditions and provides a personal care plan to help you manage and stabilize your condition to improve your quality of life.

- Heart failure
- Coronary artery disease
- Diabetes
- Chronic obstructive pulmonary disease

New participants who are identified as **moderate** or **high risk** receive 5 credits for completing an initial assessment and 5 credits for each of up to two calls with a nurse (total of 15 credits). Participants who are already enrolled in Condition Management can earn 5 credits for each of up to three calls with a nurse (total of 15 credits).

**Available to Tufts Health Plan Members*

NOTICE REGARDING THIS WELLNESS PROGRAM

The Salve Regina Momentum+ Wellness Program is a voluntary 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 Nondiscrimination 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 may choose to complete a voluntary wellbeing assessment (WBA) that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., diabetes, heart disease). You will also be asked to enter biometric information such as your blood pressure, body mass index, etc. You are not required to complete the WBA or enter your biometric information. Employees who choose to complete the WBA will receive feedback information to help you understand your current health and potential risks. You are encouraged to share your results or concerns with your own doctor.

Employees who choose to participate in the wellness program and who are on the University's health insurance plans will receive incentives as indicated earlier in this notice. If you are on the University's healthcare plan and unable to participate in any of the health-related activities or unable to achieve an incentive under these programs due to a medical reason, you may contact Claudia in the Office of Human Resources to explore other alternatives and/or to request a reasonable accommodation.

Both Salve Regina University and Tufts Health Plan are required by law to maintain the privacy and security of your personally identifiable health information. Although Salve may receive aggregate information to design future wellness programs, Tufts will not disclose your WBA results with Salve. Medical information 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 disclosed except to the extent permitted by law to carry out specific activities related to the wellness program. You may not be discriminated against in employment because of medical information you may provide as part of participating in this wellness program, nor may you be subjected to retaliation if you choose not to participate.