



INTRODUCING YOUR NEW WELLNESS PROGRAM

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Hospital Sisters
HEALTH SYSTEM

LiveWELL

A new way to live well, *together.*

INTRODUCING YOUR NEW WELLNESS PROGRAM

A strong health organization cannot exist without healthy colleagues. The everyday choices we make can help us live healthier, happier, and more fulfilling lives—both at work and at home. HSHS is focused on transitioning our workforce to a culture of overall health and wellness. We've partnered with corporate wellness technology company Limeade and our partners at Prevea Health to bring our colleagues the HSHS LiveWELL wellness program.

HSHS LiveWELL is a comprehensive wellness program created to improve the health, wellness and well-being of our colleagues. HSHS LiveWELL utilizes a secure, HIPAA compliant web portal and offers the following features to participants:

- Personal Health Assessment
- Biometric Screening
- Lifestyle Coaching
- Health Trackers, Challenges, Educational Materials, and more!

The details of your wellness program are outlined in this booklet. Please review this information carefully so you understand how the program works and can take full advantage of the opportunities it offers to you. You will see additional information on the Limeade portal regarding our wellness challenges as new challenges are introduced and/or become available to you.

The goals of this program are to:

- Provide you with information about your current health status.
- Help you set realistic wellness goals.
- Arm you with tools and resources to help you reach your goals.
- Manage health care costs.

Your participation in LiveWELL is completely voluntary and will allow you to:

- Access lifestyle coaching services to help you set, reach, and maintain your goals.
- Complete an online LiveWELL Health Assessment.
- Participate in a biometric screening to help you identify potential issues and risks.
- Use a variety of online services to keep tabs on your progress.
- Earn Wellness Incentives throughout the year.

PRIVACY

IMPORTANT NOTICE

Your personal health information is important and should be kept confidential. That is why Hospital Sisters Health System and Limeade have a strict policy in place to protect your privacy rights. Your individual results will not be shared with HSHS. HSHS may receive aggregate data to help us in planning for ongoing wellness and prevention programs. All services offered under the LiveWELL program will be provided in a manner that is consistent with HIPAA's privacy laws and regulations. For more information on the Privacy Policy, visit <https://hshs.limeade.com/Privacy.aspx>.



ELIGIBILITY

ARE YOU ELIGIBLE?

To be eligible to participate in the LiveWELL program, you must be one of the following:

A HSHS Benefit Eligible Colleague (regularly scheduled/budgeted to work 16 or more hours per week)

*HSHS Benefit Eligible colleagues do **NOT** have to be enrolled into the HSHS Healthy Plan (medical insurance), but they must be eligible to covered under the HSHS Healthy Plan.*

A Spouse covered/enrolled under the HSHS Healthy Plan (medical insurance).



REQUIRED CHALLENGES

WHAT IS REQUIRED?

The HSHS LiveWELL program is entirely voluntary. To begin earning wellness incentives, participants must first complete three required challenges by December 15, 2017:

- LiveWELL Assessment
- Biometric Screening
- Verifying You Have a Primary Care Physician

Participants who do NOT complete the three required challenges by December 15, 2017, may continue to participate within the LiveWELL program, but will forfeit any wellness incentive dollars for 2018.

ADDITIONAL CHALLENGES

HOW DO I EARN ADDITIONAL POINTS AND GET TO THE NEXT LEVEL?

Throughout the year, HSHS will launch quarterly challenges that will address various areas of well-being. Colleagues and spouses can participate within any challenge they choose. By participating, you can earn additional points and reach additional levels and wellness incentives. A few examples of these challenges could include:

- Just Track It - Receive points each week for tracking your daily steps
- Go Mobile - Download the Limeade App
- Create a Monthly Budget - Receive points for creating a monthly budget
- Pay It Forward - Volunteer with a charity at least three times

REWARDS

LIVING WELL AND EARNING INCENTIVES

HSHS LiveWELL encourages colleagues and their spouses to adopt (or maintain) healthy lifestyle behaviors. By committing to health and wellness, colleagues not only feel better, but also earn rewards! In 2018, participants can earn up to \$25.00 per pay period, per participant.

LEVEL 1 - SEEK

Reaching level 1 (1,000 points) = \$15.00 per pay period (Eligible Colleague)

Reaching level 1 (1,000 points) = \$15.00 per pay period (Eligible Spouse)

LEVEL 2 - STRIVE

Reaching level 2 (2,500 points) = \$20.00 per pay period (Eligible Colleague)

Reaching level 2 (2,500 points) = \$20.00 per pay period (Eligible Spouse)

LEVEL 3 - SUCCEED

Reaching level 3 (5,000 points) = \$25.00 per pay period (Eligible Colleague)

Reaching level 3 (5,000 points) = \$25.00 per pay period (Eligible Spouse)



SYSTEM REWARDS

LIVING WELL AND GIVING BACK TOGETHER

Through the HSHS LiveWELL program, we are excited to incorporate our Local System Foundations and Hospital Sisters Mission Outreach. By living well together, we can give back to our own communities and people around the world.

For colleagues serving within HSHS Local Systems and Prairie Cardiovascular Consultants:

- If 60% of the eligible participants at an HSHS local affiliate achieve Level 2 (2,500 points), Hospital Sisters Health System will make a \$1,000 donation to the Local System Foundation on behalf of that affiliate's colleagues.

For colleagues serving within the System Services Center, Information Technology and Services and HSHS Medical Group:

- If 60% of the eligible participants achieve Level 2 (2,500 points), Hospital Sisters Health System will make a \$1,000 donation to the Hospital Sisters Mission Outreach on behalf of those colleagues.

For all HSHS Colleagues:

- If 60% of all eligible participants across HSHS achieve Level 2 (2,500 points), Hospital Sisters Health System will make an additional \$2,000 donation to Hospital Sisters Mission Outreach on behalf of all HSHS colleagues.

For all HSHS Affiliates:

- All colleagues who achieve Level 3 (5,000 points) will be recognized across the health system.





LIVEWELL ASSESSMENT

KNOW YOUR NUMBERS

The LiveWELL Assessment is a series of questions that provide participants with a comprehensive view of their total well-being. Health Assessments have historically focused on the physical health of a participant (i.e., height, weight, cholesterol, blood pressure, etc.).

While these items are important to know, it is also important to know that they are influenced by other factors such as lifestyle, financial stability, and work satisfaction. We don't always think of these items as part of wellness, but they can contribute significantly to stress levels that manifest themselves physically, such as high blood pressure.

Therefore, it is important that questions about these aspects of wellness are included on the assessment in addition to physical health to obtain a more holistic, accurate view of one's total well-being.

The LiveWELL Assessment is one of the three required challenges to reach Level 1 and be eligible for wellness incentive dollars in 2018.

LiveWELL

BIOMETRIC SCREENINGS

The Biometric Screening is one of the three required challenges to reach Level 1 and be eligible for wellness incentive dollars in 2018.

SCHEDULE A SCREENING

Free annual onsite screenings will be offered throughout HSHS from September to December each year. Participants (colleagues and spouses) are eligible to receive a screening at any location they choose. Follow the below steps to schedule an on-site screening:

1. Register at <http://benefits.hshs.org> (Select LiveWELL)
2. Select the challenge: "Complete a Biometric Health Screening"
3. Select Illinois or Wisconsin to see your screening options

The screening will measure your total cholesterol, HDL, LDL, triglycerides, glucose, height and weight, waist circumference and blood pressure. **You will need to fast 10-12 hours prior to your appointment** (no gum, coffee, or food; however, water and prescription medications are acceptable and encouraged).

You can also have your screening done with your primary care provider (co-insurance/deductibles could apply). Download and print the Physician Form from the LiveWELL website page via the HSHS Benefits website. Have your health provider complete and sign the form. Submit the signed form via one of two secure methods:

- Upload at <https://wellmetricssurveys.secure.force.com/program>
- Fax: 1-866-877-7095

12 MONTH LOOKBACK

Participants who have collected the required body measurements listed above within the last 12 months may submit their results with their physician's signature to receive credit for the biometric screening challenge. All body measurements must be accounted for or the submission will be considered incomplete if any of the following is omitted:

- Height, weight, waist circumference, blood pressure, total cholesterol, HDL, LDL, triglycerides, glucose, physicians signature, and date of service (must be within 12 months from date submitted).

Download and print the Physician Form from the LiveWELL website page via the HSHS Benefits website. Have your health provider complete and sign the form. Submit the signed form via one of two secure methods:

- Upload at <https://wellmetricssurveys.secure.force.com/program>
- Fax: 1-866-877-7095

PROGRAM TIMELINE

- September 6, 2017

HSHS LiveWELL program goes live. Participants can begin to earn points, starting with completing the three required challenges in order to earn wellness incentive dollars for calendar year 2018.
- December 15, 2017

Deadline to complete the three required challenges:

 - 1) Biometric screening
 - 2) LiveWELL Assessment
 - 3) Verify you have a PCP

If these required challenges haven't been completed as on December 15, 2017, no wellness incentive dollars will be paid to the participant in 2018.
- January 1, 2018

Participants who completed the three required challenges will see the wellness incentive dollars reflected on their first paycheck for 2018.
- September 2018

Each participant's total point count is reset for calculation toward the 2019 calendar year wellness incentive.
- November 2018

Deadline for colleagues to achieve required amount of points in order to earn wellness incentive dollars for 2019.
- January 1, 2019

Participants who earned enough points will see the wellness incentive dollars reflected on their first paycheck for 2019.

Participants earn points from September to September each year

Wellness incentive dollars are paid on an annual basis

The HSHS LiveWELL program will run each year from September to September.

Wellness incentives will be paid on an annual basis.

HEALTH COACHING

PREVEA HEALTH COACHING

Health coaching can provide short and long-term changes to improve your quality of life. During coaching sessions, participants can collaborate with the health coach, decide what they want to change, set measurable goals that are driven by the participant, and establish consistent follow-up coaching for maximum results.

Whether you are working toward general wellness or a more specific health-related issue, Prevea's coaches will collaborate with you on:

- Managing high cholesterol
- Nutrition & dietary needs
- Smoking cessation
- Weight loss
- Stress management
- Chronic disease management, such as pre-diabetes
- Fitness goals

Prevea health coaching is available to all HSHS colleagues and spouses.





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More information at <http://benefits.hshs.org>



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4936 LAVERNA ROAD | SPRINGFIELD, IL 62703
www.hshs.org