



Announcing Healthy Rewards: COUPLES ♥

Open Enrollment for Spouses November 3–December 2

Saint Francis employees now have a new opportunity to save! Employees currently receiving insurance premium reductions through Healthy Rewards will be able to maintain those reductions in 2012, providing their spouses who are covered on the Saint Francis plan are also enrolled in Healthy Rewards by the end of 2011.

Covered spouses can now enroll in Healthy Rewards by completing the following **three steps**:

STEP 1: Activate your online Healthy Rewards account and complete your online Personal Wellness Profile™ (PWP). *If the spouse completed a PWP between July and October 2011, please skip to Step 3.*

- A. Activate your new Healthy Rewards online account:
 1. Visit <https://wellsuite.com/sfmchealthierus/ws/>.
 2. Enter your **employee number/username and default password**.
Username: first initial, middle initial, last name (e.g. John A. Smith = jasmith)
Password: sfmc
 3. You will be prompted to **reset your password**. Your new password may consist of letters and/or numbers but must be at least four characters.
 4. Please **fill in all the contact information**, especially the email address.
 5. **Select a password reset question** in case you forget your password.
 6. **Enter the required health stat estimates** (age, height, weight, waist girth).
- B. Complete a Personal Wellness Profile (PWP) online:
 1. From your new Healthy Rewards account, click the Personal Wellness Profile™ tab under Healthy Rewards tools.
 2. Click "Start an Assessment."
 3. Click "Agree" on the terms and conditions to begin the questionnaire.
 4. Fill out all questions to the best of your ability for all 13 sections of the questionnaire. *Section 12: Clinical Data and Section 13: Additional Questions will be blank.*
 5. When satisfied with your answers, click "Finish" to save your assessment.
 6. When saving your assessment, you will be given the option to title the assessment you just completed. It is recommended that you use the default title of date and time that is already entered for you.
 7. Once you save your assessment, you will have 24 hours to change any answers.

PWP must be completed before attending the Express Screening

STEP 2: Attend an Express Screening in 2011*

This step must be completed by December 2, 2011! *If the spouse completed an Express Screening between July and October of 2011 they may skip to Step 3.* Screenings consist of biometric assessments and lab work. Please fast for 10-12 hours prior to attending the Express Screening; medications and plain water may be taken. No appointment is necessary, but please allow at least 30 minutes to complete the screening.

If the covered spouse is unable to attend an Express Screening due to employment (e.g. extended travel) or a medical situation, you must contact Wellness **before November 3 to make special arrangements.*



Medicine to the Highest Power



Express Screening Dates

Thursday, November 3..... 7-9 am	Saturday, November 12..... 8-10 am
Friday, November 18..... 7-9 am	Tuesday, November 22..... 7-9 am
Thursday, December 1..... 7-9 am	Friday, December 2..... 7-9 am

To be eligible for the premium reduction in January 2012, steps 1 and 2 must be completed by the covered spouse no later than December 2, 2011.

STEP 3: Attend a Healthy Rewards Program Overview and Results session.

This step must be completed by February 4, 2012! All covered spouses who participated in Express Screenings in 2011 must attend one of these sessions to receive a copy of their results and learn of the Healthy Rewards program resources and how to participate in the insurance premium reduction program. Attendance is required to complete enrollment.

Healthy Rewards Program Overview and Results Sessions

Monday, January 16 4 pm, 5 pm, 6 pm, 7 pm	Thursday, January 19 6:30 am, 7:30 am, 8:30 am
Friday, January 20 11 am, noon, 1 pm	Monday, January 23 4 pm, 5 pm, 6 pm, 7 pm
Tuesday, January 24 8 am, 9 am, 10 am	Thursday, January 26 11 am, noon, 1 pm
Friday, January 27 6:30 am, 7:30 am, 8:30 am	Saturday, January 28 9 am, 10 am, 11 am
Wednesday, February 1 1 pm, 2 pm, 3 pm	Friday, February 3 8 am, 9 am, 10 am
Saturday, February 4..... 9 am, 10 am, 11 am	

Call Scheduling at 573-331-5111 to reserve a seat, as space is limited to 30 people per session. Each session will last approximately one hour.

*#If the covered spouse is unable to attend an Overview and Results Session due to employment (e.g. extended travel) or a medical situation, you must contact Wellness **before January 16** to make special arrangements.*

If the covered spouse fails to complete **all three steps by February 4, 2012**, insurance premiums will be adjusted to "non-Wellness" rates on March 1, 2012. The next opportunity for enrollment will be during the Saint Francis employee's annual evaluation month. Employees currently enrolled in Healthy Rewards will follow their current annual evaluation schedule for re-enrollment in Healthy Rewards.

More information on Healthy Rewards is available on the intranet under Healthy Rewards or at www.sfmc.net under Employees, Healthy Rewards. Please email Wellness at healthyrewards@sfmc.net or call 573-331-5970 with any questions.



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