



EAST CENTRAL COLLEGE

BEYOND
WELLNESS
TO
TRUE
POTENTIAL
2018



Rewards Program Guide



866.373.4242



www.chcw.com



info@chcw.com

TAKE PART IN A PROGRAM THAT REWARDS YOU FOR YOUR HEALTHY CHOICES



CHC Wellbeing and East Central College know the importance of a healthy lifestyle. When you focus on your entire wellbeing, you reach your true potential. That is why we are partnering together to bring you a program that will reward you for your healthy lifestyle choices.

- **What is the Wellness Program?**

The Wellness Program is a program to help promote physical activity, healthy choices, and to educate employees. The goal is to improve the overall well-being of the employee which includes: physical, emotional, mental, and financial health. The program provides employees the opportunity to participate in a variety of health and wellness related activities and a variety of incentives.

- **What are the Benefits of Well-Being?**

The benefits of improving your well-being are countless. Some benefits include: reduced stress, improved mood, increased energy, better sleep, weight management, and reduced aches and pains.

- **Who is Eligible to participate in the Wellness Program?**

Full-Time employees can participate in the program and earn the rewards (paid time-off). Part-Time employees can participate in the monthly challenges, guest speakers, and other selected activities, but do not earn points for the rewards (paid time-off).

- **How do you earn rewards?**

You earn points for participating in a variety of activities as described in the program categories of (be active, be healthy, & be informed). Your points will be tracked through the CHC Wellbeing Website in order to receive your reward level. *** All participants must submit proof of an annual wellness exam or physical by the end of the 2018 program.*

Starting **January 1**, you are invited to log in to the CHC Website to view the new reward program for 2018 and may earn points in order to reach the reward goals through

December 31st

- **What are the rewards of participating in the wellness program?**

You can earn paid time-off and other various incentives throughout the year.

REWARD GOALS

| Level | Criteria | Reward |
|--------|-------------------|--------------------------|
| Gold | Earn 1,200 points | Receive 8 hours of leave |
| Silver | Earn 1,000 points | Receive 6 hours of leave |
| Bronze | Earn 800 points | Receive 4 hours of leave |

★Annual Wellness Exam required to receive award level rewards.

CHC MEMBER PORTAL


HOW TO VIEW THE REWARDS PROGRAM


- Go to www.chcw.com
- Click 'Member Login/Registration' in the top right corner
- Enter your username and password and click 'Log in'
- Click the Rewards tab to view:


- ✓ Current point total
- ✓ Reward levels
- ✓ Program requirements
- ✓ Available programs
- ✓ Program dates


**Enter Program
Code 3593Eas566
to register.**


HOW TO NAVIGATE THE REWARDS PAGE

 Reward activities with a yellow arrow next to them allow you to upload to the site directly.

 Once you select a file to upload in the dialog box, a red paper icon will appear, indicating your documents have been uploaded but not submitted

 If you are satisfied with your uploads, click the submit button! A white paper icon will appear.

 The documents you have submitted will be reviewed by the preventive service team. When approved, you will see a green check next to the reward activity.

 If denied, a red dash will show and an email will be sent explaining why, but don't worry! You will still be able to submit more documents up until the reward end date.

If you have any questions please call CHC Wellbeing at (866) 373-4242,
or ECC Human Resources at (636) 584-6711.

2018 PROGRAM CALENDAR

Be Active

| <i>Activities</i> | <i>Activity Requirement</i> | <i>Points per Activity</i> | <i>Max Points</i> |
|---|---|----------------------------|-------------------|
| Run/Walk a Race | Participate in a 5 – 10K race Submit proof to ECC HR | 10 | 50 |
| Run/Walk a Race | Participate in a half-marathon or triathlon race Submit proof to ECC HR | 25 | 50 |
| Run/Walk a Race | Participate in a Full Marathon Submit proof to ECC HR | 50 | 50 |
| Bicycling/Cycling Event | Participate in a cycling event (i.e. Pedal to the Cause) Submit proof to ECC HR | 25 | 50 |
| Activity Tracker | Track 600 minutes of activity each month in your CHC portal | 50 | 600 |
| Tournaments | Participate in sports or gaming tournament Submit proof to ECC HR | 10 | 50 |
| Creative Activities | Learn a new skill, start a new hobby, create/share a new healthy recipe, earn points for creating artwork or photography work or writing an article or blog for a publication. Submit proof to ECC HR | 20 | 100 |
| Attend an ECC Sponsored Event or Fundraiser | Include ECC sponsored activities, fundraiser or event. Includes student sporting events, plays and blood drives | 10 | 50 |
| Take a Wellness Break | Travel, visit a museum or zoo, meditation, journaling, stretching, get a massage Report on your CHC portal | 10 | 50 |
| ECC Monthly Challenges | Participate in the various monthly challenges sponsored by the ECC Wellness Committee | 10 | 100 |
| Community Service/ Volunteer | Perform a community service or volunteer, on or off campus activity - Submit proof to ECC HR | 10 | 50 |



Be Healthy

| <i>Activities</i> | <i>Activity Requirement</i> | <i>Points per Activity</i> | <i>Max Points</i> |
|---------------------------|---|----------------------------|-------------------|
| ★ Annual Wellness Exam | Complete your annual wellness exam/physical/well-woman exam. Submit proof through your CHC Wellbeing Portal | 100 | 100 |
| Preventive Dental Exam | Complete up to two dental exams Submit proof through your CHC Wellbeing Portal | 50 | 100 |
| Colonoscopy | Complete a colonoscopy Submit proof through your CHC Wellbeing Portal | 50 | 50 |
| Mammogram | Complete your annual Mammogram Submit proof through your CHC Wellbeing Portal | 50 | 50 |
| Vision Exam | Complete your annual vision exam Submit proof through your CHC Wellbeing Portal | 50 | 50 |
| Skin Cancer Screening | Complete your annual dermatologist exam - Submit proof through your CHC Wellbeing Portal | 50 | 50 |
| Preventive Vaccines | Receive a flu shot, shingles, pneumonia, HPV, ect. - Submit proof through your CHC Wellbeing Portal | 25 | 50 |
| Health Coaching | Register and complete a telephonic session with a CHC Health Coach | 10 | 50 |
| Weight Management Program | Complete the 14-week weight management program | 100 | 100 |
| Smoking Cessation Program | Complete the 14-week smoking cessation program | 100 | 100 |
| Tobacco-Free | Sign tobacco-free pledge, Submit to CHC through your CHC portal | 10 | 10 |
| Chiropractor | Visit a chiropractor and self-report through your CHC Wellbeing portal | 20 | 100 |

★ Annual wellness exam required to receive award level rewards.



Be Informed

| Activity | Activity Requirement | Points per Activity | Max Points |
|------------------|--|---------------------|------------|
| CHC Webinar | View a CHC WorkWell Webinar through your portal | 10 | 60 |
| CHC e-Learning | Complete an e-learning course | 10 | 60 |
| Anthem Live | Enroll in Anthem Live Health - ECC will credit | 20 | 20 |
| Financial Health | Meet with a financial advisor, attend educational financial seminar/training. Create a living will or advanced directive. Participate in a retirement planning training session. | 10 | 50 |
| Read | Complete a book (online, audio-book, or book) read a Article/ Magazine / Newsletter - Choose from topics relating to physical, emotional, mental, or financial wellbeing. Self-report on your CHC portal | 5 | 50 |
| ECC Workshop | Attend an informational session/workshop hosted by ECC. Guest speakers may include representatives from Anthem, ★EAP Services, CHC and other benefit providers.- Sign in at event | 20 | 100 |
| Lunch & Learn | Attend an onsite Lunch & Learn Sign in at event | 10 | 60 |



EAP Services are available through New Directions. It's completely free, totally confidential, and fully available to you and your family members.

Visit ndbh.com or call 1-800-624-5544. Company Code: ECC.

E-LEARNING COURSES

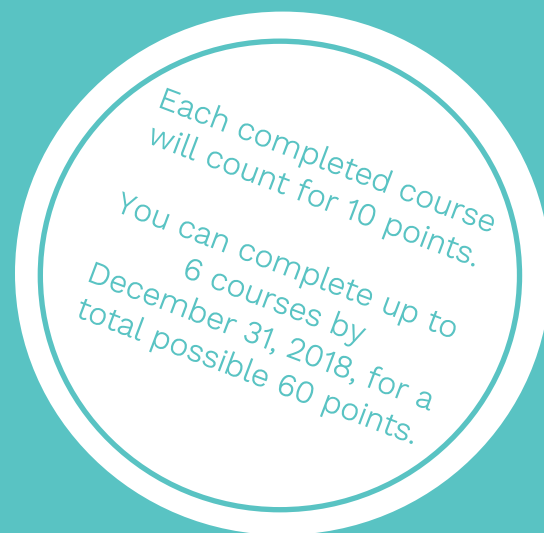
There are over 500 topics to choose from, such as asthma, back pain, cholesterol management, depression, diabetes, eating healthy, headaches, heart disease, menopause, sleep disorders, smoking, stress management, prostate cancer, and hundreds more!

HOW TO COMPLETE A COURSE

- Go to www.chcw.com and log in to your wellness portal
- Select 'My Healthy Solutions' from the top panel, then click 'E-Learning'
- Click on a topic and complete the course!

Note: you can only receive points for a course once. If you watched a video in the past, you cannot watch it again and receive points.

Each course can take between 10-20 minutes to complete. You will be required to answer questions at certain points during the course to ensure comprehension. Each course completion will be automatically tracked in 'My Incentive Tracking.'



HEALTH COACHING

CHC Wellbeing provides a wide variety of health coaching options to support healthy lifestyles. Focus areas include: weight management, nutrition planning, exercise programs, stress management, sleep improvement, cholesterol management, blood pressure reduction, healthy pregnancy, diabetes control and tobacco coaching.

HOW TO ACCESS HEALTH COACHING

- Go to www.chcw.com and log in to your wellness portal.
- Select 'My Healthy Solutions' from the top panel, then click 'Health Coaching.'
- Note your email and password, then click the link to login and contact a health coach. Log in to US Corporate Wellness and schedule your appointment.

To access health coaching by phone, call 1-800-760-7924

Health coaches will respond to an incoming coaching call or e-mail within one business day. *An engagement with a health coach can only count for points if there is a discussion of goals and/or progress in reaching your goals. This means that there must be an active attempt by the participant to talk about ways they are improving or maintaining their health.* Engagement will be automatically tracked under 'My Incentive Tracking.' Points will be awarded after each health coaching encounter within 48 hours.



SMOKING CESSATION PROGRAM

Our Smoking Cessation program is designed to engage, guide and support participants in their individual smoking cessation efforts over a period of 14 weeks. Topics discussed include dealing with cravings, identifying triggers, setting a quit plan and remaining a non-smoker.

HOW TO START THE PROGRAM

- Log on to www.chcw.com. Select 'My Healthy Solutions,' then 'Health Coaching' from the top.
- Scroll to the bottom of the screen and select 'Click here to login and contact a health coach.'
- Log into the US Corporate Wellness website and select the 'Resource Tab.'
- Locate 'Smoking Cessation Program' under the 'Member Resources' heading and click on '14 Week Guided Program.'
- Select your starting date on the Smoking Cessation page and click on the 'Submit' button. You will receive your first email on the date selected.

Each week during the 14-week program, participants will receive an email assignment. Participants are required to answer questions relating to the week's topic. Answering the question correctly allows the participants to proceed to the next week. *You must complete all 14 weeks of the Smoking Cessation program by December 31, 2018 to earn 100 points.*

WEIGHT MANAGEMENT PROGRAM

This self-guided program will lead you on a 14-week journey by providing a series of reasonable and gradual nutrition and exercise pursuits. With this program, participants can successfully integrate new pursuits into their life that they may not have considered previously.

HOW TO START THE PROGRAM

- Log on to www.chcw.com. Select 'My Healthy Solutions,' then 'Health Coaching' from the top.
- Scroll to the bottom of the screen and select 'Click here to login and contact a health coach.'
- Log into the US Corporate Wellness website and select the 'Resource Tab.'
- Locate 'Weight Management Program' under the 'Member Resources' heading and click on '14 Week Guided Program.'
- Select your starting date on the weight management page and click on the 'Submit' button. You will receive your first email on the date selected.

Each week during the 14-week program, participants will receive an email assignment. Participants are required to answer questions relating to the week's topic. Answering the question correctly allows the participants to proceed to the next week. *You must complete all 14 weeks of the weight management program by December 31, 2018 to earn 100 points.*