



Your Journey Starts Here.



EAST CENTRAL COLLEGE

2021 “BE Well” Wellness Program Guide

All Full-time Employees are Eligible to Join for Free!



Join for FREE and EARN Rewards!

“Be Well” Wellness Program

FEBRUARY 10 – DECEMBER 31, 2021

CHC Wellbeing and East Central College know the importance of a healthy lifestyle. That is why we are partnering to bring full-time employees a no cost program that will reward you for your healthy lifestyle choices. How does the program work? Your participation in healthy activities will earn you points that will be tracked through **PEAK**, CHC’s member portal. Keep reading to learn more about your wellness program!

PROGRAM REWARD LEVELS Platinum Level is NEW for 2021!



BRONZE

Earn 800 Points

4 hours of leave



SILVER

Earn 1,000 Points

6 hours of leave



GOLD

Earn 1,200 Points

8 hours of leave



PLATINUM

Earn 1,400 Points

10 hours of leave

**Note: Walking challenge participants are required to have an additional 550 monthly activity minutes or an additional 550 points to earn leave.*

REASONABLE ALTERNATIVE: If you are unable to achieve the standards for the reward under this program, please go to the Rewards page on your CHC portal and click on the Reasonable Alternative box under Common Questions within 30 days of your screening to submit your request. If you are unable to submit the request through your portal, please call CHC at 866-373-4242.

You must submit a request for a Reasonable Alternative 30 days from your screening date.

HOW TO START YOUR WELLNESS PROGRAM:

Access the App



DOWNLOAD TO YOUR PHONE OR TABLET...

Go to app.chcw.com on your mobile device. Follow the pop-ups to install **PEAK** on your phone



OR ACCESS THE APP ON YOUR DESKTOP

Go to app.chcw.com on your desktop. All app features are available on desktop as well.

Log In to the App

NEW FULL-TIME EMPLOYEES

- Enter in program code **4682Eas566** in the “New Participants” box and click “Enter.”
- Follow the prompts to register with CHC and begin your journey!

RETURNING MEMBERS

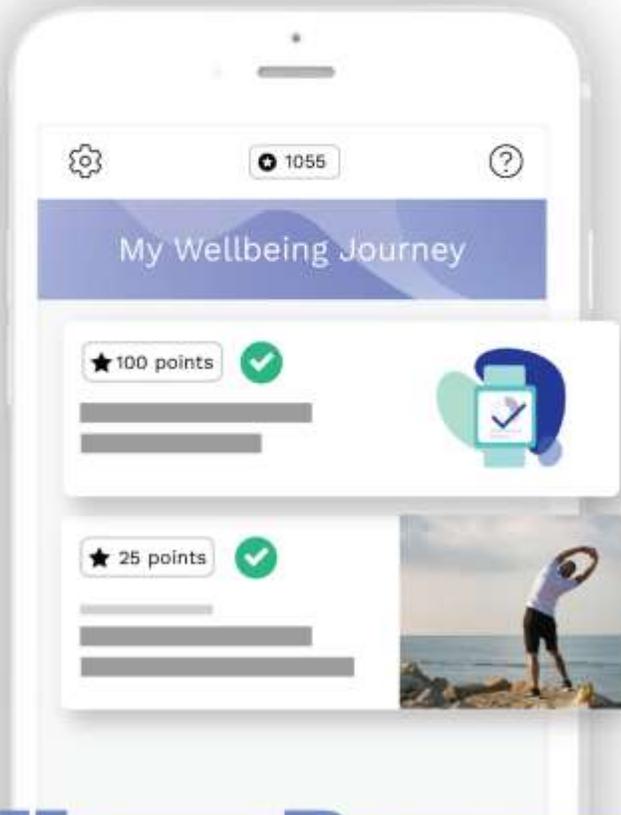
- Login with your CHC username and password in the “Individual Login” box.
- On your Journey page, enter in program code **4682Eas566** in the first action card to begin your journey!

FORGOT YOUR LOGIN? Select “Forgot username/password” on the CHC login page. On the next screen, select whether you would like to retrieve your username or reset your password.

If you need help during the sign up process or if you have any questions about your program, call 866-373-4242.

HOW TO NAVIGATE YOUR WELLNESS PROGRAM:

Your Journey



Your Wellbeing Journey page is the first page you'll see when logging in to **PEAK**. Think of your Wellbeing Journey as a roadmap that you can use to determine next steps towards your health goals.

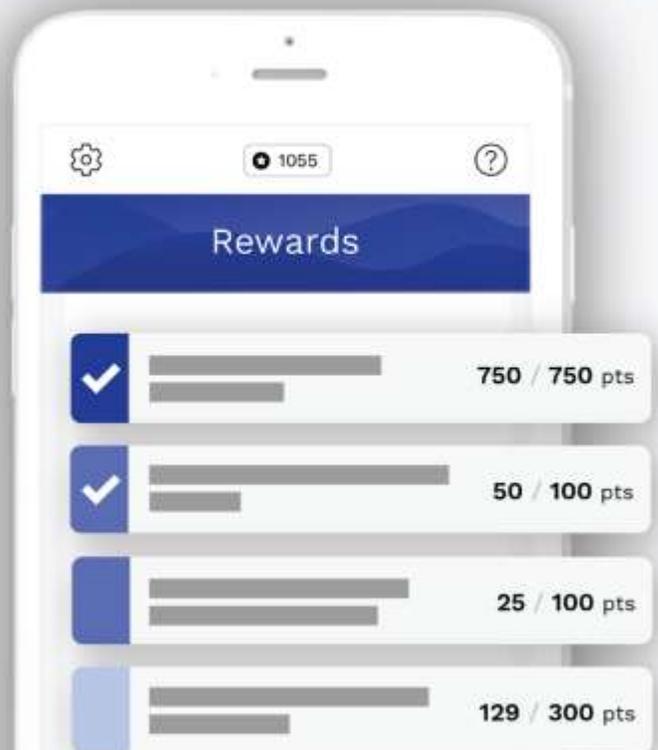
Your Wellbeing Journey is created specifically for you using your personal health results and interests. Important program activities will be shown in your journey as well, such as screenings.

Following your Wellbeing Journey means you will not only be addressing your personal health goals, but you will be earning points as well!

Your Rewards

Your Rewards point tally will always be shown at the top of your screen. Watch as your points add up while completing various activities! If you want to see a complete list of rewards, select the point tally box to visit your Rewards page.

Your Rewards page will help you keep track of rewards points you have already earned and activities that are still available to complete. Select each activity tile to see more information about that Rewards activity.



ELIGIBILITY REQUIREMENTS

Program	Requirement	Points
ANNUAL PHYSICAL	Submit proof of an annual physical or wellness exam. Must be dated between 1/1/2021 – 12/31/2021. Submit proof through your CHC Wellbeing Portal.	100

BE HEALTHY

Program	Requirement	Points per Activity	Max Points	Frequency / Period
Health Survey	Complete the CHC online Health Risk Assessment Questionnaire	100	100	One time between 2/10/2021 – 4/8/2021- New employees hired after 4/8/21 will have 60 days to complete to earn points.
Preventive Dental Exam*	Complete up to two dental exams Submit proof through your CHC Wellbeing Portal.	100	200	Two times between 1/1/2021 – 12/31/2021
Colonoscopy	Complete a colonoscopy. Submit proof through your CHC Wellbeing portal.	100	100	One time between 1/1/2021 – 12/31/2021
Mammogram	Complete your annual Mammogram. Submit proof through your CHC Wellbeing portal.	100	100	One time between 1/1/2021 – 12/31/2021
Vision Exam	Complete your annual vision exam. Submit proof through your CHC Wellbeing portal.	100	100	One time between 1/1/2021 – 12/31/2021
Skin Cancer Screening*	Complete your annual dermatologist exam. Submit proof through your CHC Wellbeing portal.	100	100	One time between 1/1/2021 – 12/31/2021
Preventive Vaccines	Receive a flu shot, shingles, pneumonia, Covid vaccine etc. Submit proof through your CHC Wellbeing portal.	25	50	Two times between 1/1/2021 – 12/31/2021
Tobacco-Free	Sign tobacco-free pledge. Submit to CHC through your CHC portal	20	20	One time between 2/10/2021 – 12/31/2021
Chiropractor/Massage	Visit a chiropractor/massage therapist and self-report through your CHC Wellbeing portal	25	100	Four times between 2/10/2021 – 12/31/2021
Nutritional Health	Visit a health or life coach, nutritionist, personal trainer and/or join a health group such as weight watchers – Submit proof to ECC HR	10	50	Five times between 2/10/2021 – 12/31/2021

*Preventive Exams must be dated between **January 1, 2021 – December 31, 2021** to be eligible for points.*

BE ACTIVE

Program	Requirement	Points per Activity	Max Points	Frequency / Period
Run/Walk a Race	Participate in a 5 – 10K race Submit proof to ECC HR	50	100	Three times between 2/10/2021 – 12/31/2021
Run/Walk a Race	Participate in a half-marathon or triathlon race Submit proof to ECC HR	100	200	Two times between 2/10/2021 – 12/31/2021
Run/Walk a Race	Participate in a Full Marathon Submit proof to ECC HR	200	200	One time between 2/10/2021 – 12/31/2021
Bicycling/Cycling Event	Participate in a cycling event (i.e. Pedal to the Cause) Submit proof to ECC HR	50	100	Two times between 2/10/2021 – 12/31/2021
Activity Tracker Monthly	Track 600 minutes of activity each month in your CHC portal – <i>If enrolled in the walking challenge, additional monthly activities or points are needed to earn leave.</i>	50	550	Monthly between 2/10/2021 – 12/31/2021
Nutrition Tracker	Track your food intake daily in your CHC portal	5	100	Daily – 100 max 2/10/2021 – 12/31/2021
Sleep Tracker Daily	Track your sleep through the CHC Sleep tracker or link your tracking device with the sleep tracking data	5	100	Daily – 100 max 2/10/2021 – 12/31/2021
Hydration Tracker Daily	Track your daily water intake using the CHC Hydration tracker	5	100	Daily – 100 max 2/10/2021 – 12/31/2021
League/ Tournaments	Participate in sports or gaming tournament (i.e. volleyball, softball, fishing) Submit proof to ECC HR	10	50	Five times between 2/10/2021 – 12/31/2021
Creative Activities	Learn a new skill, start a new hobby, create/ share a new healthy recipe, creating artwork or photography work or writing an article or blog for a publication. Submit proof to ECC HR	20	100	Five times between 2/10/2021 – 12/31/2021
Attend an ECC Sponsored Event or Fundraiser	Includes ECC sponsored activities, fundraiser or event, student sporting events, plays and blood drives	10	10	One time between 2/10/2021 – 12/31/2021
Take a Wellness Break	Travel, visit a museum or zoo, meditation, journaling, stretching. Report on your CHC portal	10	50	Five times between 2/10/2021 – 12/31/2021
ECC Monthly Challenges	Participate in the various monthly challenges sponsored by the ECC Wellness Committee	10	100	Monthly between 3/1/2021 – 12/31/2021
Wellness Walks	Participate in ECC Wellness Walks	10	40	Four times between 2/10/2021 – 12/31/2021
Community Service/ Volunteer	Perform a community service or volunteer, on or off campus activity - Submit proof to ECC HR	25	100	Four times between 2/10/2021 – 12/31/2021
Summer Walking June, July, August	Monthly 5,000 daily average steps per month Monthly 10,000 daily average steps per month	25 25	75 75	Monthly between 6/1/2021 – 8/31/2021

BE INFORMED

<i>Program</i>	<i>Requirement</i>	<i>Points per Activity</i>	<i>Max Points</i>	<i>Frequency / Period</i>
CHC Wellbeing e-Learning Course	Complete an e-Learning course on your CHC Portal.	10	100	Once a month between 2/10/2021 – 12/31/2021
CHC Wellbeing Webinars	Watch a WorkWell Webinar on your CHC Portal.	10	60	Six times between 2/10/2021 – 12/31/2021
CHC Financial Wellbeing	Courses 10 points, 20 points max Webinar 10 points, 20 points max Calculator 10 Points	10	50	Five times between 2/10/2021 – 12/31/2021
CHC Mindfulness	View a CHC Mindfulness video.	10	60	Six times between 2/10/2021 – 12/31/2021
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	Five times between 2/10/2021 – 12/31/2021
Read	Complete a book (online, audiobook, or book) read an Article/ Magazine / Newsletter - Choose from topics relating to physical, emotional, mental, or financial wellbeing. Self-report on your CHC portal	10	100	Ten times between 2/10/2021 – 12/31/2021
Be Well Break	Attend an onsite Be Well Break. Sign in at event	25	100	Four times between 2/10/2021 – 12/31/2021

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, lunch & learns, workshops, guest speakers, and other selected activities, but do not earn points for the rewards (paid time-off). There is **NO COST TO PARTICIPATE!**

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 2021 program. Starting February 10, you are invited to log in to the CHC Website to view the new reward program for 2021 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.



E-LEARNING COURSES

There are over 500 topics to choose from, such as back pain, cholesterol management, depression, diabetes, eating healthy and hundreds more! 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. **One course per month max to earn points.**

★ COMPLETE AN E-LEARNING COURSE: 10 pts, 100 points max - One per month

WEBINARS

The WorkWell series offers engaging webinars covering topics across all aspects of wellbeing. Each webinar includes education on a specific topic and actionable takeaways that you can easily implement in your daily life. You must answer one quiz question at the end of the video in order to earn points.

★ WATCH A WEBINAR: 10 pts, 60 points max.

MINDFULNESS LIBRARY

Our Mindfulness library of more than 60 videos features leaders in the mindfulness and emotional intelligence space, such as Jon Kabat Zinn, Sharon Salzberg, Brene Brown and Daniel Goleman. The Mindfulness Library offers a baseline curriculum for becoming more aware, dealing effectively with stress and increasing emotional IQ. You must answer one quiz question at the end of the video in order to earn points.

★ WATCH A MINDFULNESS VIDEO: 10 pts, 60 points max.

FINANCIAL WELLBEING

Financial wellbeing is the practice of taking the frustration and fear out of your finances by using mindful tools and developing skills to achieve your goals. The platform includes articles, calculators, courses and videos covering all your must-knows about money and finances.

★ COMPLETE A FINANCIAL WELLBEING COURSE, WEBINAR OR CALCULATOR: 10 pts, 50 points max.

Health Trackers

Track various aspects of your health using the dashboard in the **PEAK** app. Follow your weekly or monthly progress towards your health goals through the individual tracker pages. You can log any health data you are tracking with an outside app or device in **PEAK** simply by linking the app or device to **PEAK**.



ACTIVITY TRACKER
Log Your Activity Daily
550 monthly minutes*

★ 50 monthly points
550 max points



NUTRITION TRACKER
Log Your Nutrition Daily

★ 5 pts each day
100 max points

**Walking challenge participants are required to have an additional 550 monthly activity minutes or an additional 550 points to earn leave.*



HYDRATION TRACKER
Log Your Hydration Daily

★ 5 pts each day
100 max points



SLEEP TRACKER
Log Your Sleep Daily

★ 5 pts each day
100 max points



NEW
HABIT BUILDER

The habit builder allows you to set personal habits and mark them off every time you successfully do the habit.

SUMMER STEP TRACKING

LOG BETWEEN 5,000 – 10,000 STEPS PER MONTH – June, July, August

150 TOTAL POINTS

- ★ 5,000 Average Daily Steps: 25 points each month, 75 total points available.
- ★ 10,000 Average Daily Steps: +25 pts each month, 75 total points available.