



Dear New Employee:

I am writing this letter to introduce myself and welcome you in your new job. My name is Carmen Terry and I am the Health and Wellness Coordinator that works with all eight Lycoming county school districts and Penn College. I have developed and run the Embrace Your Path Wellness Program for insured employees and their spouses. Your health is important to you and to your employer which is why we have these programs in place. Embrace Your Path wellness encompasses a wide variety of activities to help you improve your health so you can focus on what is important to you in your life and health.

Along with this letter is a brief overview of the program and information on how to earn points so that you can earn money back in your pocket. We have been running this program since 2013 and have had wonderful success. We provide free health screenings at the workplace as well as offering flu shots on-site. We believe it is important to foster a culture of wellness in every aspect of your life. The program runs August 1, 2023-July 31, 2024.

In May 2023 we added another benefit, a free premium subscription to the Calm App for you and up to 5 dependents. You will receive instructions in a separate flyer on how to sign up for the Calm App.

We use an online program through healthadvocate.com. Login instructions are below:

Click on Member login

Type in **LCIC** for the organization

Click on the Register now button at the bottom

If at anytime you have any questions regarding this program, please feel free to contact me. All my information is listed below:

Carmen Terry, MS, ATC, NBC-HWC

National Board Certified Health and Wellbeing Coach

cterry@iu17.org

Office-570-323-8561 x1067

Here's to your health!

Carmen Terry



Embrace Your Path

2023-2024 Well-Being Program Guide

The LCIC Embrace Your Path Well-Being Program is committed to helping our employees focus on their well-being. We've partnered with Health Advocate to offer you expert tools, resources and a reward to help you thrive!



Start date:
August 1, 2023



Complete activities
that will help you thrive



Deadline to earn points:
July 31, 2024



Feel good knowing you've
earned a reward

Well-Being Incentive Details

Earn rewards based on four incentive levels:

- Bronze:** Earn 550 points, receive \$150
- Silver:** Earn 625 points, receive \$225
- Gold:** Earn 700 points, receive \$300
- Platinum:** Earn 900 points, receive \$375

In order to reach the Platinum level, you must complete the following:

1. **Contract for Platinum Level** - Must be signed and turned in by 12/1/2023
2. **Annual Physical**
3. **Biometric Screening**
4. **LCIC Health Courses or Online Personal Pathway**- Must attend one LCIC Health course or complete a Health Advocate Personal Pathway on the platform.
5. **Complete one of the healthy options below:**
 - a. Meet 3 out of 4 healthy benchmarks
 - b. Improvement of healthy benchmarks at free spring screening event
 - c. Health Coaching with Carmen

Well-Being Reward & Program Eligibility

LCIC Embrace Your Path Wellness Program incentive reward is available to eligible employees and their spouses.



Being active is more than a goal — it's a way of living



Activities	Action(s) to Earn Points	Points/Max.	✓
Healthy Actions			
Personal Health Profile (PHP)	Complete this online survey to assess your lifestyle and its impact on your health.	100/100	<input type="checkbox"/>
Personal Pathfinder	Take this assessment to help guide you to your well-being priorities and discover what is most important to you.	10/40	<input type="checkbox"/>
Health Advocate Website or App Visit	Sign on to Health Advocate through the website HealthAdvocate.com/members or the mobile app quarterly.	10/40	<input type="checkbox"/>
Engage with an Advocate	Connect with Health Advocate for healthcare and insurance-related issues. <i>Wellness inquiries do not count for points.</i>	10/40	<input type="checkbox"/>
Stay on Top of Your Health			
Preventive Care	<p>Stay on top of your health by completing preventive care exams. Visits occurring between August 1, 2023 to July 31, 2024 will qualify for points. Log into Health Advocate to self-report your exams. Earn points for the exams below:</p> <ul style="list-style-type: none"> • Breast Cancer Screening • Cervical Cancer Screening • Colon Cancer Screening • Osteoporosis Screening • Prostate Cancer Screening • Skin Cancer Screening • Vision Exam 	25/100	<input type="checkbox"/>
Vaccinations	Protect yourself by receiving the Pneumonia and/or Shingles vaccinations. Log into Health Advocate to self-report your vaccinations.	20/60	<input type="checkbox"/>
Health Screening	Gain insight into your health needs and risks for chronic diseases. Participate in a free health screening offered through the workplace.	100/100	<input type="checkbox"/>
Your Tobacco Status			
Tobacco Status	Certify that you are tobacco-free via the online tobacco affidavit or complete the 12-week Quit Tobacco Pathway online.	50/50	<input type="checkbox"/>



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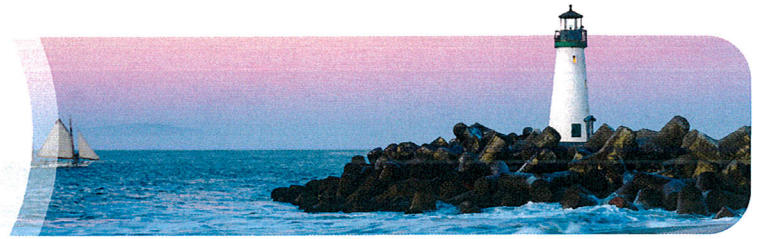
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Live each day
with intention
and direction



Activities	Action(s) to Earn Points	Points/Max.	✓
Health & Well-Being Coaching			
Embrace your Path Group Coaching	Complete a 12-week (6 session) group coaching class with Carmen.	100/100	<input type="checkbox"/>
Take Action for Better Health			
Personal Pathways	Explore online personal pathways to take action for improved well-being. There are a variety of pathways to choose from to help you build skills and learn new healthy habits.	50/100	<input type="checkbox"/>
Well-Being Workshops	Participate in online, self-paced workshops on nutrition, fitness, stress, resilience, financial wellness, and more! <i>Complete all chapters to earn points.</i>	20/140	<input type="checkbox"/>
Well-Being Challenges	Have fun while getting healthy by participating in wellness challenges. In order to earn points, you must track your progress each week of the challenge. You can earn points for two types of challenges:		
	Embrace Your Path Challenges are planned for the entire year to encourage healthy competition between you and your coworkers. Stay tuned for challenge dates and details!	40/120	<input type="checkbox"/>
	Personal Challenges are available to start on your own at any time. Participate on your own or invite your coworkers.	5/20	<input type="checkbox"/>
Create Healthy Habits			
Healthy Behavior Tracking	Track your progress and reach healthy goals! Connect your fitness device or manually track your activity. See chart on page 5 for trackers.	Varies	<input type="checkbox"/>



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Well-being is a journey, not a race



Activities	Action(s) to Earn Points	Points/Max.	✓
Other Ways to Earn Points			
Well-Being Commitments	Commit to your well-being. <ul style="list-style-type: none"> • 5K run/walk • Bike events • Volunteering • No texting while driving 	Varies	<input type="checkbox"/>
Embrace Your Path Activities and Events	We have many fun events planned for the year. Keep an eye out for information about activities you can participate in to earn points. LCIC events: submission of annual physical paperwork, onsite wellness seminars, weight management, flu shot.	Varies	<input type="checkbox"/>
Learning Center	View articles, videos and more about virtually every health and well-being topic across gender, geography and generation.	1/20	<input type="checkbox"/>
Referral Program	Receive points for referring another (not spouse) who works in their own district/college or another district/college up to two referrals.	25/50	<input type="checkbox"/>
Telemedicine	You can earn points for registration in the telemedicine system and at least one visit during the wellness program year. Both activities are tracked and uploaded to health advocate monthly. <ul style="list-style-type: none"> • Registration • Visit 	40/40	<input type="checkbox"/>
Mail-Order Pharmacy	Commit to using mail order pharmacy by completing the wellness commitment and uploading your mail order receipt	50/50	<input type="checkbox"/>



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Small steps add
up to **big gains**



Track healthy habits and meet the recommended goals to earn points.

Health Tracker	Recommended Goal	Points
 Fruits and Vegetables	Boost your nutrition by eating 5 or more servings daily	1/200
 Sleep	Function your best by sleeping 7 to 9 hours each night	1/200
 Steps	Stay on your feet by taking 10,000 or more steps daily	1/250
 Water	Stay hydrated by drinking 64 ounces of water daily	1/200
 Meditation / Resilience	Perform one or more meditation or resilience activities daily	1/100
 Strength Training	Increase your strength by performing this activity 2 or more days weekly	5/200
 Time Exercised	Get fit by exercising for at least 150 minutes weekly	5/260
 Weight	Log your weight weekly	5/150

There are many other trackers available on the website for your use that are not eligible for points.



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Frequently Asked Questions

Q: How do I register for the Health Advocate website?

A: Follow these simple steps to register:

1. Visit HealthAdvocate.com/members
2. Register for the website by clicking on “Register Now”
3. Enter the required information, confirm your registration, then log in

Q: What if I am unable to fulfill a requirement of the reward program?

A: We are committed to helping you achieve your best health. If you think you might be unable to meet a certain standard for points under this program, you may be able to earn the same points by a different means. Please contact Health Advocate or Carmen Terry, Health and Wellness Coordinator, at 570.323.8561x1067 or at cterry@iu17.org if you have any questions regarding this program.

Q: What are some well-being goals Health Advocate supports?

A: We can help you gain insight into your well-being and discover what is important to you through our four pillars: Be Connected, Be Balanced, Be Well and Be Successful.

Q: Will my information and interaction with Health Advocate remain private?

A: Your medical and personal information is kept strictly confidential. Our staff carefully follows protocols and complies with all government privacy standards.

Q: What other issues is Health Advocate able to assist me and my family with?

A: Health Advocate can help you and your family:

- Get answers to your insurance and claims questions and resolve billing issues
- Understand how your benefits work and clarify copays and deductibles
- Find the right in-network doctors, make appointments and transfer medical records
- Make informed decisions about medical conditions and diagnoses
- Find and explore the latest treatment options and arrange second opinions

Q: When is Health Advocate available?

A: Normal business hours are Monday - Friday, from 8 AM to 10 PM, ET. Wellness Coaching is available weekdays from 8 AM to 9 PM, ET. Staff is available for assistance after hours and on weekends.



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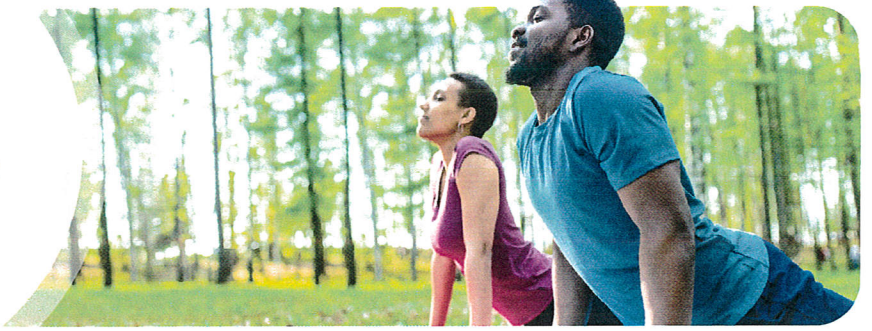
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Never stop
improving yourself



No matter your goals, Health Advocate can help guide you toward increased well-being through our four pillars.

Empowers you to live well by taking charge of your physical health.

Fosters connection with yourself, others and the environment around you.



Promotes skills to help you thrive financially, at work, and at home.

Supports you in caring for your emotional and mental well-being.

In addition to the well-being activities and resources outlined in the previous pages, you have access to:



Recipes and Meal Plans

- Step up your morning meal game with **bold breakfasts and brunch**
- **Easy make-ahead lunches**—so tasty you'll enjoy eating them all week!
- Quick and easy-to-prepare **dinner recipes**
- Access **meal plans** for a variety of healthy goals such as heart health, weight loss and more



Your Go-To Resources

- **Health Advocate Blog:** Information to help you live well, find balance and more! Visit blog.healthadvocate.com and subscribe to get timely tips sent directly to your inbox.
- **The Learning Center:** Access videos, articles and more on virtually any health and well-being topic



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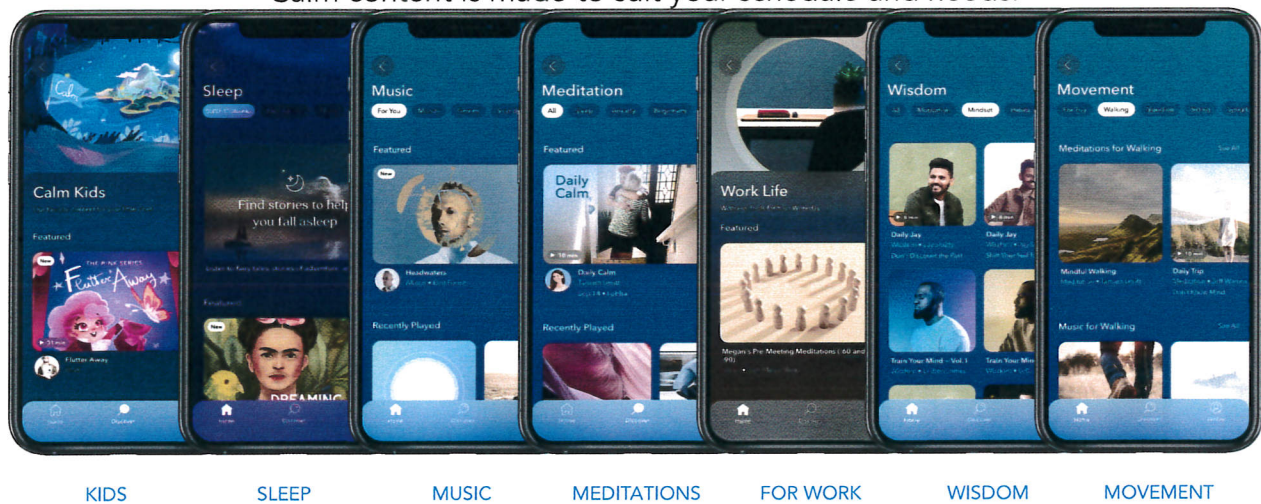
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Free Calm Subscription For Benefit Eligible Employees

The world's #1 app for sleep, meditation and relaxation

Millions of people are experiencing lower stress, less anxiety, improved focus and more restful sleep with Calm. Whether you have 30 seconds or 30 minutes, Calm content is made to suit your schedule and needs.



Follow the below instructions to redeem your Calm Premium subscription:

1. Download and open the Calm app
2. Create an account with a personal email address and go to Profile > Settings  > Link Employer Subscription
3. Click on *Redeem via Email*
4. Enter your credentials to activate your free subscription. If at any point you're asked to enter your organization name, please enter **lcic**.

If you already have an existing Calm account, go to your Settings > Link Employer Subscription and follow steps 3 and 4.

Once you've signed up, you can [add up to 5 dependents](#) (age 16 years or older) via the "Manage Subscription" page inside your Calm account at www.calm.com.

Need help? Reach out to the [Calm Support Team](#) with any questions.

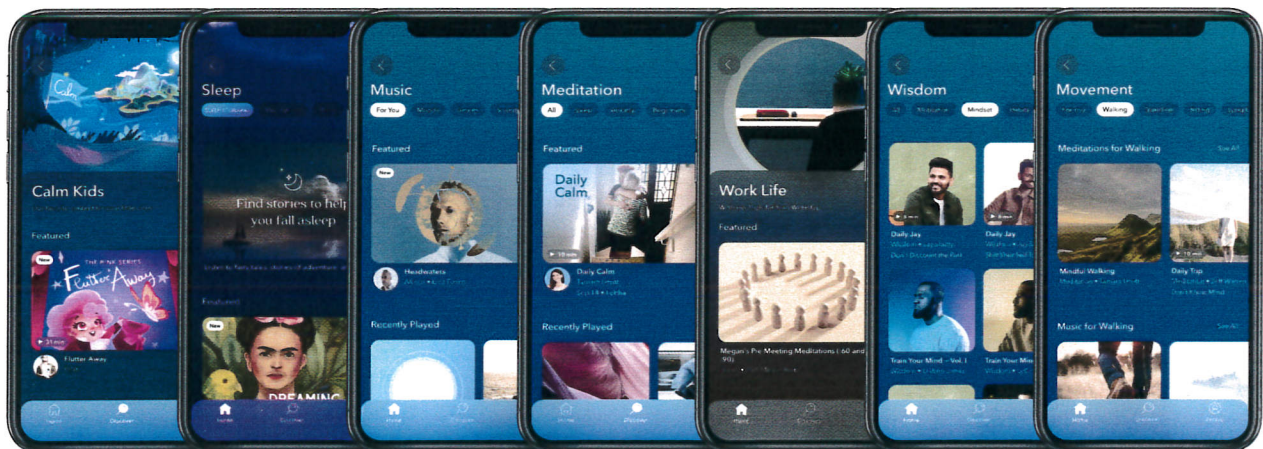


Free Calm Subscription

For Benefit Eligible Employees

The world's #1 app for sleep, meditation and relaxation

Millions of people are experiencing lower stress, less anxiety, improved focus and more restful sleep with Calm. Whether you have 30 seconds or 30 minutes, Calm content is made to suit your schedule and needs.



KIDS

SLEEP

MUSIC

MEDITATIONS

FOR WORK

WISDOM

MOVEMENT



To activate your subscription, scan the QR code or visit:

<https://www.calm.com/b2b/lcic/subscribe>

This must be done on a web or mobile browser (not in the app itself).

Once on the page:

- Sign in to your existing Calm account or create an account
- Enter your **work email** in the box provided to activate the subscription on your Calm account
- Download the Calm app and log in to your account to access the premium content
- Once you've signed up, you can [add up to 5 dependents](#) (age 16 years or older) via the "Manage Subscription" page inside your Calm account at www.calm.com

Need help? Reach out to the [Calm Support Team](#) with any questions.