



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 BeHIP wellness (Better Health Incentive 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. BeHIP wellness encompasses a wide variety of activities to help you improve your 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.

We use an online program through [healthadvocate.com](http://healthadvocate.com). Login instructions are below:

Type [Healthadvocate.com](http://Healthadvocate.com) in your browser

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, Health and Wellness Coach

[cterry@iu17.org](mailto:cterry@iu17.org)

Office-570-323-8561 x1067

Here's to your health!

*Carmen Terry*



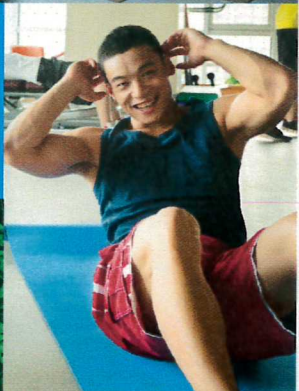
# Enjoy the rewards of being healthy



## LCIC 2019-2020 Wellness Program Guide

The BeHIP Wellness Program, brought to you in partnership with Health Advocate, can help you take charge of your health and improve your well-being—plus, you can earn rewards by participating in well-being activities.

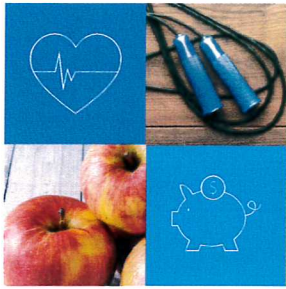
Read on to learn what you need to do to earn your incentive!



Start date:  
**August 1, 2019**  
  
Deadline:  
**July 31, 2020**

Get healthy,  
earn points, get  
rewarded!





# All About Your Incentive

The BeHIP Wellness Program is designed to support, educate, motivate and reward employees on the journey of living a healthy lifestyle.

## What is the incentive?

Earn points by completing the activities listed in this guide. There are 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

## Who is eligible?

Your Health Advocate Wellness incentive is available to eligible employees and their spouses.

**In order to meet the Platinum level, you must also complete the following:**

**1. Contract for Platinum Level** - Must be signed and turned in by 12/1/19.

**2. Annual Physical**

**3. Biometric Screening**

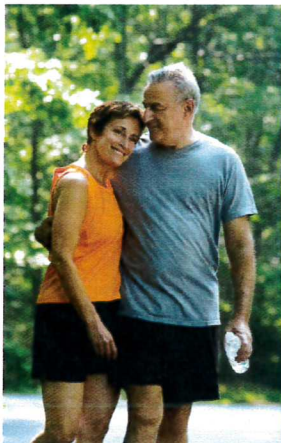
**4. LCIC Health Courses** - Must attend 1 course in person. Course subjects may be as follows: Stress Management, Mindfulness, Nutrition, etc. Courses will be 60-90 minutes long.

**5. 1 Healthy Option met**

- a. Meet 3 out of 4 healthy benchmarks
- b. Improvement of healthy benchmarks at free spring screening event
- c. Health Coaching with Carmen

**We are committed to helping you achieve your best health.** Rewards for participating in a wellness program are available to all insured employees and their spouses. Please contact **Carmen Terry**, Health and Wellness Coordinator at **570.323.8561 x1067** or at **cterry@iu17.org** if you have any questions regarding this program.

**You need to earn all of your points by July 31st, 2020 in order to receive a reward.**



## Get started today!

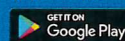
The quicker you get on the path to better health, the sooner you'll start to enjoy the rewards of being healthy. Remember, we're here to support you in your journey toward better health and well-being. **Just call or log on today for personalized help!**

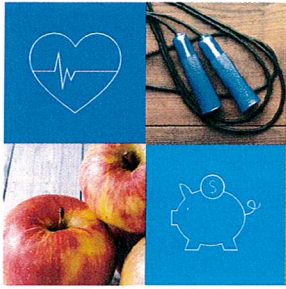


**866.695.8622**

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# Complete well-being activities to earn points!

Activities	Activity Details	Points/Max. Points
<b>Health Screening</b>	Participate in a free health screening offered through the workplace.	<b>100/100</b>
<b>Personal Health Profile</b>	Get a snapshot of your health and learn steps you can take to improve it.	<b>100/100</b>
<b>Be Tobacco-Free</b>	Certify that you're tobacco-free using the online Tobacco Affidavit or by completing the 12-week online Health Advocate Tobacco Cessation Program.	<b>50/50</b>
<b>Wellness Workshops</b>	Complete a 6-week self-guided online Wellness Workshop. <i>You may have one workshop in progress at a time.</i>	<b>20/140</b>
<b>Don't Weight! Make a Change Program</b>	Complete this 12-week online weight loss program and learn long-term strategies to help you lose weight and keep it off!	<b>50/50</b>
<b>Wellness Challenges</b>	Compete with coworkers while improving your health. Stay tuned for challenge dates and details! <i>Points for completion will be awarded if you track your activity each week of the challenge.</i>	<b>40/80</b>
<b>Workplace Event</b>	LCIC events i.e.; submission of annual physical paperwork, onsite wellness seminars, weight management, Spirit of Women, flu shot, dental exam, Health Coaching and Healthy Shopping Course.	<b>Varies/450</b>
<b>Wellness Commitments</b>	Commit to 5K run/walk or bike events, volunteering and no texting while driving.	<b>15/90</b>
<b>Preventive Screening Commitment</b>	Get important preventive screenings. Eligible screenings include: Breast Cancer, Cervical Cancer, Prostate Cancer, Colon Cancer, Skin Cancer or Vision Exam.	<b>15/45</b>

**Keep reading for more ways to earn points! >>**

# Get points for tracking healthy behaviors

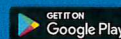
Activities	Activity Details	Points/Max. Points
<b>Visit the Health Advocate Member Website</b>	Log in to the Health Advocate member website and browse the resources available to you. You can earn points for one log in per quarter.	<b>10/40</b>
<b>Engage with an Advocate</b>	Utilize Health Advocate experts to find the right in-network doctor, resolve insurance claims and billing issues, support medical issues, from common to complex, and so much more! <i>Wellness troubleshooting or questions do not count for points.</i>	<b>10/40</b>
<b>Personal Challenges</b>	Select from a variety of nutrition, fitness and well-being challenges to help you make healthy changes that stick!	<b>5/20</b>
<b>Log Weight</b>	Enter weight once per week.	<b>5/150</b>
<b>Track Time Exercised</b>	Exercise at least 150 minutes per week.	<b>5/260</b>
<b>Log Steps</b>	Get 10,000 or more steps each day.	<b>1/250</b>
<b>Track Fruits/Vegetables</b>	Eat 5 or more servings each day.	<b>1/200</b>
<b>Track Water</b>	Enter number of 8-ounce servings each day.	<b>1/200</b>
<b>Log Sleep</b>	Get at least 6.5 hours of sleep each night.	<b>1/200</b>
<b>Track Resistance Training</b>	Perform 2 or more days each week.	<b>5/200</b>



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# How Your Wellness Program Can Help

## Physical

Get personalized guidance from a coach to reach health goals like improving your diet, starting an exercise regimen, quitting tobacco, and losing weight

## Social

Participate in personal and company-wide challenges with your coworkers

## Emotional

Take workshops to learn how to better manage stress and improve resilience

## Financial

Take workshops to learn beginner and advanced skills for financial wellness—such as setting a budget, investing, and more

## Wellness Website FAQ

### What's available on the Health Advocate member website?

- A Personal Health Profile to assess your health risks
- Self-guided wellness workshops and programs
- Health trackers compatible with many fitness devices and apps
- Wellness challenges and annual campaigns

### How can I begin using the website?

It's easy to get started! Just follow these simple steps.

#### To register:

- Visit [HealthAdvocate.com/members](http://HealthAdvocate.com/members)
- Register for the website and enter the required information, then log in

### What health issues can the website help me with?

The features and programs included on your Health Advocate member website can help you lose weight, get fit, improve your diet, stop using tobacco, improve your financial wellness, reduce your stress, and more.

### Will my employer know what I do on the website?

No. All of your Personal Health Information is kept strictly confidential.

### Anytime, anywhere!

Your Wellness Program is ready when you are! Connect to it anytime, anywhere using the Health Advocate mobile app. Download it for free from the App Store or Google Play!

## Wellness Program Features

**Wellness Coaching** Unlimited access to a Wellness Coach by telephone or secure web messaging to help you lose weight, get fit, quit tobacco, reduce stress and more.

**Personal Health Profile (PHP)** Confidential, online questionnaire to help you identify your health risks. Once you complete it, you will get a snapshot of your current health status and risk for certain diseases and conditions. You can share your results with your doctor or talk with your Health Advocate Wellness Coach to set your own personal health goals.

**Interactive Challenges** Participate in personal or company-wide challenges to help you get fit, lose weight, eat better, and more.

**Health Trackers** Use the health trackers on the wellness website to track your activity and your progress. The trackers sync up to many popular fitness devices and health apps!

**Wellness Workshops** Take workshops on a variety of health and wellness topics, like nutrition, fitness, stress management, resilience, financial wellness, and more.

**Gym Discounts** Discounted memberships to thousands of fitness centers nationwide.

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