Three easy options to participate in a health evaluation (screening) AND complete your annual routine check-up (physical)...

You will earn 300 points toward the 600-point goal for doing a health eval and annual check-up. PLEASE CHOOSE <u>ONE</u> OPTION FOR THE 2020-21 PROGRAM YEAR. The program goes live on 11/16/20 with a look-back to 8/15/20 for credit and ends on 8/13/21.

OPTION ONE – ONSITE

- 1. Go to https://portal.healthworksdata.com/.
- 2. New Users: username is first letter of first name + first four letters of last name + last four digits of SSN (use name as it appears on your insurance ID card). Use temporary password: APPLE, then create your own password. You will need to provide a valid, unique email. For login issues, please call HealthWorks at 513-751-1288 (leave a message for a prompt returned call, if needed).
- 3. You will be prompted to take your online Health Risk Assessment and make an onsite screening appointment; Select "Onsite Screening" under 'My Appointments.'
- 4. Go to your appointment and print a copy of your results from your portal when ready; share with your physician to earn 50 points (self-report upon completion) under the elective activities in the online Health Activity Tracker (HAT).
- 5. Make an appointment for your annual routine check-up with your Primary Care Physician. Print the "Annual Physical Verification" (APV) form from your personal dashboard, located in "Program Forms & Information", or in the HAT. Have the doctor's office complete it during your appointment, or any time following, and earn 100 points once the form is received and processed by HealthWorks. All health evaluation (bloodwork) and routine check-ups (physicals) count from August 15, 2020 to August 12, 2021.

OPTION TWO – LAB

1. Go to https://portal.healthworksdata.com/.

- 2. New Users: username is first letter of first name + first four letters of last name + last four digits of SSN (use name as it appears on your insurance ID card). Use temporary password: APPLE, then create your own password. You will need to provide a valid, unique email. For login issues, please call HealthWorks at 513-751-1288 (leave a message for a prompt returned call, if needed).
- 3. You will be prompted to take your online Health Risk Assessment and make an offsite screening appointment; you can also select "Offsite Screening" under 'My Appointments'.
- 4. Under screening type, select "I plan to visit a LabCorp location".
- 5. Under offsite screening forms, select "Going to LabCorp" forms and print.
- 6. Take the form to any LabCorp location in the nation (for lab locations go to <u>www.labcorp.com</u>, enter appropriate zip code, and select "routine bloodwork"). Check with the location of your choice to find out if you need an appointment or if they accept walk-ins.
- 7. Complete your screening at LabCorp then print a copy of your results from your portal when ready; share with your physician to earn 50 points (self-report upon completion) under the elective activities in the online Health Activity Tracker (HAT).
- 8. Make an appointment for your annual routine check-up with your Primary Care Physician. Print the "Annual Physical Verification" (APV) form from your personal dashboard, located in "Program Forms & Information", or in the HAT. Have the doctor's office complete it during your appointment, or any time following, to earn 100 points once the form is received and processed by HealthWorks. All health evaluations (bloodwork) and routine check-ups (physicals) count from August 15, 2020 to August 12, 2021.

When you receive your lab results from either of the above options, please be sure to share them with your Primary Care Physician. You may earn 50 points toward the goal for this activity (self-report).

OPTION THREE – PHYSICIAN

- 1. Go to https://portal.healthworksdata.com/.
- 2. New Users: username is first letter of first name + first four letters of last name + last four digits of SSN (use name as it appears on your insurance ID card). Use temporary password: APPLE, then create your own password. You will need to provide a valid, unique email address. For login issues, please call HealthWorks at 513-751-1288 (leave a message for a prompt returned call, if needed).
- 3. You will be prompted to take your online Health Risk Assessment and make an offsite screening appointment; you can also select "Offsite Screening" under 'My Appointments'.
- 4. Under Screening Type, select "I plan to visit my personal physician".
- 5. Under offsite screening forms, select "Going to Your Physician" forms and print.
- 6. Take the form to your physician's office for completion and return to HealthWorks no later than August 13, 2021. All physician ordered bloodwork counts from August 15, 2020 to August 12, 2021.
- 7. Self-report you shared your results with you physician for 50 points, as your physician reviewed these as the ordering provider.

NOTE: if your physician sends you to LabCorp with orders to have bloodwork completed you must have the physician's office complete the "Going to Your Physician" form and return to HealthWorks.

Waiver/Reasonable Alternative Standard (RAS) Information

If it is medically inadvisable for a member to participate in any aspect of this program, which may be required to earn an incentive, contact HealthWorks at (513) 751-1288 or at <u>CEBCOwellness@cincyhealthworks.com</u> to request a waiver/RAS document. The document must be completed by the member's physician and returned to HealthWorks no later than 8/13/21. Please request the waiver/RAS document prior to the deadline.





Building Healthy Worksites