

2019 Northern Light Health Benefit Year Biometric Program Details

ACTION ITEM to receive the \$75 cash biometric screening reward: September 1 – November 30, 2019

Beacon Health, as part of the administrative services it provides to the Northern Light Employee Health Plan, will send out your specific requirements. Employees will receive their communication via email and spouses will receive their action steps by mail to their home address. Participants will get one of the following notifications:

Full Screening – Some, if not all of your biometric measures were unavailable so you will need to attend a full Beacon Health biometric screening, which will include a fasting blood draw for cholesterol and glucose, a blood pressure reading, and your height and weight. You will need to refrain from eating or drinking anything but water or black coffee or tea for 8 – 10 hours prior to the screening. A calendar of screenings can be found at beaconhealth.me. If your primary care provider (PCP) has already taken these measures in 2019, you can bypass the screening by downloading the Biometric Provider Form located at beaconhealth.me and have your provider fill it out. Spouses can then fax it to Beacon Health at 973-7165 **and employees can upload into the Wellness Platform at <https://beaconhealthwellness.org/> before November 30, 2019.**

Partial Screening -Your cholesterol and glucose measures are accounted for, but you will still need to attend a Beacon Health biometric screening in order to have your blood pressure and BMI taken. However, because you are not having bloodwork, **you will NOT NEED TO FAST.** A calendar of screenings can be found at beaconhealth.me. If you have already had your blood pressure and height and weight taken at your primary care provider's in 2019, you can bypass the screening by downloading the Biometric Provider Form located at beaconhealth.me and have your provider fill it out. Spouses can then fax it to Beacon Health at 973-7165 **and employees can upload into the Wellness Platform at <https://beaconhealthwellness.org/> before November 30, 2019.**

Lab Voucher - Your blood pressure and BMI are accounted for. You will just need to take the enclosed lab voucher to one of the labs or draw stations included in your letter **before November 30, 2019.** You will need to refrain from eating or drinking anything but water or black coffee or tea for 8 – 10 hours prior to your lab draw.

“You’re Golden” - All of your biometric measures are accounted for. This email means that no further action is necessary to receive the biometric screening reward. Save this email as confirmation of your biometric requirement completion.

ACTION ITEM to receive the healthier BMI \$100 HRA contribution reward*: September 1 – November 30, 2019: If your BMI is under 29, no further action is necessary. If your BMI is 29 or above, you can still qualify for the reward by completing a qualified engagement program and submitting the completion form prior to September 30, 2020. The qualified engagement form is located under Wellness section of beaconhealth.me.**

*In order to qualify for the HRA component of **Northern Light Health biometrics program**, Beacon Health must have all of your biometric values.

**The HRA incentives provided in this program are up to the maximum HRA balance allowed per the Northern Light Employee Medical Plan Summary document.

***For more details and a list of qualified engagement programs, visit the Wellness portion of beaconhealth.me.

Your private health information and your privacy

Beacon Health is the Northern Light member organization specializing in population health management. In this role, as part of the administrative services it provides to the Northern Light Employee Health Plan, Beacon Health oversees the biometric screening program for employees/spouses who are enrolled in the Northern Light Employee Health Plan. If employees/spouses have already had their blood glucose, cholesterol, blood pressure and body mass index (BMI; a height-to-weight calculation) measured by a Northern Light Health primary care provider’s office between January 1 and July 15, 2019, Northern Light Clinical IS (as a business associate of the Employee Health Plan) will have made every effort to have this information collected through the electronic medical record (EMR) by using an automated and confidential data filtering system in accordance with the Northern Light Employee Medical Plan’s Notice of Privacy Practices, located on the Northern Light Benefits portal, and will provide this information to Beacon Health. The information Beacon Health received for you from Northern Light determined what actions you are required to take to receive the biometric screening reward outlined in the checklist above.

Your private health information will only be used in accordance with Northern Light Employee Medical Plan’s Notice of Privacy Practices. Beacon Health will provide aggregate (not specific to the individual but reflective of the group) biometric data to Northern Light Total Health so that this information can be used to build a picture of the relative health of Northern Light employees and point to the particular kinds of wellness initiatives that would be useful.

IMPORTANT: Participant responsibility

It is the participant’s responsibility to ensure that Beacon Health has received all necessary information and/or performed the necessary screenings **by November 30, 2019**. It is also the participant’s responsibility to save this letter, or the screening receipt (if applicable), should a discrepancy about requirement fulfillment come up.

Contesting your reward status/payment

Every effort will be made to place biometric cash payments in paychecks and HRA contributions in HRA accounts in January. If you believe you qualified to receive an HRA contribution or a biometric reward but do not receive the payment or contribution, **you have until 2/28/2020 to contest your reward status.** You will need documentation and/or your saved receipts in order to do this.

Special considerations

Pregnancy

If you were pregnant in the last three months, are currently pregnant, or are breastfeeding (all of which can skew your results), you can download an exemption attestation form on the **Wellness** section of beaconhealth.me. Beacon Health will review and contact you for more information if needed. Please fax to Beacon Health at 973-7165 or email beaconwellness@northernlight.org by **November 30, 2019.**

Alternate body measurement option

If your BMI is between 29 and 34.9, but you feel it does not accurately represent your body fat status, you have the option of having a waist circumference measurement instead. If you fall in this category and want to pursue the waist circumference option, please contact Beacon Health at 973-8273 prior to your screening date.

Who to contact for assistance

Email Beacon Health at beaconwellness@northernlight.org.

- If you have a condition that makes fasting or participating in the screening difficult.
- If your results are not showing up on the Beacon Health's Wellness Platform but you had your screening or labs done.
- If there is no screening time that works for you.

Call the HR Service Center at 973-4000 or email hrservicecenter@northernlighthealth.org

- If you have questions about the program. Please note: All information and communication about the 2019 Northern Light Health Biometric Screening Program can be found on the **Wellness** portion of beaconhealth.me.
- If you believe the cash reward amount in your paycheck isn't correct. The HR Service Center will first confirm the reward amount in your paycheck. You will then be directed to Beacon Health at 973- 8273 where you will provide your necessary documentation (letter, and/or lab/screening receipts) to confirm the accurate reward amount.
- If you believe you were entitled to an HRA contribution but it was not reflected in your account.