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WELLNESS PROGRAM GUIDE



2018

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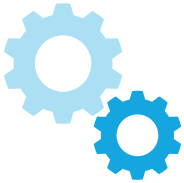


Live Better Today

The <<Program Name>> helps you lead a healthy lifestyle how you want. With support from <<Company Name>>, you'll progress toward well-being—reaching personal health goals and making improvements to avoid future health problems.

Confidentiality

All programs are confidential and in compliance with the Health Insurance Portability and Accountability Act (HIPAA). Any information shared with the Viverae® team will not be disclosed, except in accordance with HIPAA laws. Your Protected Health Information (PHI) will not be shared with your employer.



How To Use The Program

Beginning <<Date>>, all health plan-covered employees are eligible to log on to <<www.yourwellnesswebsite.com>> or the Viverae app to start the program. Download the mobile app by searching “Viverae” in the App Store or Google Play. At the beginning of <<Program Name>>, you’ll learn where your health stands now and what you can do about it. Then, you can earn program credit and reach your health goals.



How to Register

- Visit <<www.yourwellnesswebsite.com>> or the Viverae app
- Select **Register**
- Enter your last name and date of birth (DOB)
- Enter your identifier: <<program identifier>>
- Enter the registration code: <<registration code>>
- Follow the prompts to complete your registration



Sync Your Device

To sync your app or device visit <<www.yourwellneswebsite.com>> (Sync your Apple Health app or Apple Watch using the Viverae® mobile app):

- Select the **Preferences** icon in the top right corner
- Select **Apps & Devices**
- Select the “+” icon
- Follow the prompts to sync your app or device



Awareness

Know where your health stands at the start of the <<Program Name>> with these simple activities.

Member Health Assessment

The MHA asks questions about specific lifestyle habits. Your MHA responses are analyzed to show your risk level and generate a Health Index. You can complete your MHA online when prompted during registration or later at <<www.yourwellnesswebsite.com>> or the Viverae app.

Biometric Screening

Biometric Screenings will be offered <<on site this year>>. These screenings provide vital information about your overall health, including cholesterol (total, LDL, and HDL), triglycerides, cardiac risk, glucose, blood pressure, height, weight, Body Mass Index (BMI), and waist measurement. If you are unable to attend a Biometric Screening event, you may fulfill the screening requirement by <<visiting your physician or a LabCorp facility, or by completing a home kit>>.

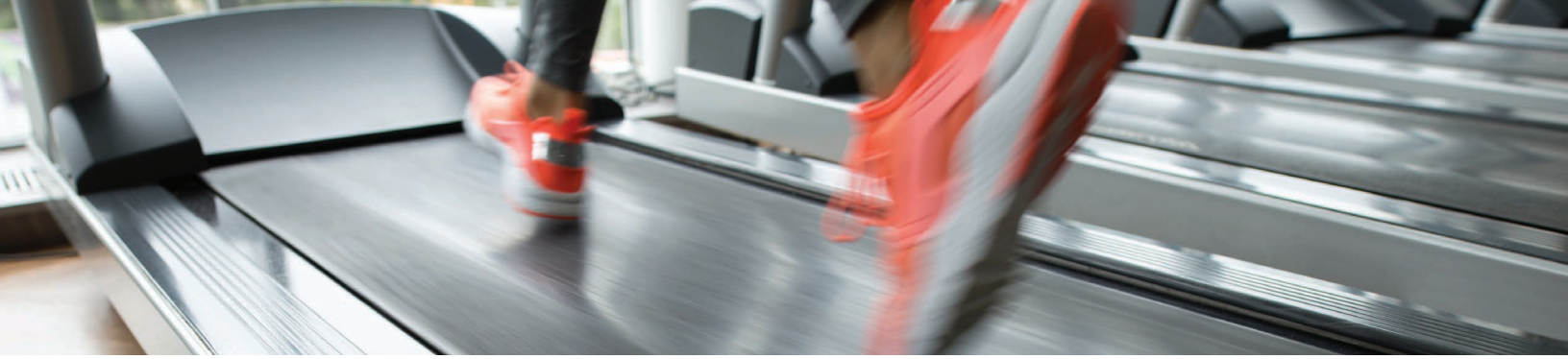
Check <<www.yourwellnesswebsite.com>> or the Viverae app to view the next scheduled Biometric Screening for your organization.

Contact the Viverae Health Center at 888-VIVERAE (848-3723) with any questions about the Viverae <<online screening sign-up process>>.

Please note: Depending on your method of testing or location of onsite screening, not all metrics may be included.

Profile

This section of <<www.yourwellnesswebsite.com>> or the Viverae app shows you an analysis of your MHA responses and Biometric Screening results to help you understand your health risks and what you can do to improve your results.



Earning Incentives

Earn credit for completing program activities in the <<Program Name>> and earn rewards. Manage all your program activities at <<www.yourwellnesswebsite.com>> or the Viverae app.

<<PROGRAM NAME>>	
ASSESSMENTS	POINTS
Biometric Screening (Required)	50
Member Health Assessment (Required)	50
PREVENTIVE CARE COMPLIANCE	POINTS
Preventive Care Compliance (Required)	50
PROGRAM ACTIVITIES	POINTS / MAX
Targeted Programs	10 each / 30 max
Online Courses	5 each / 30 max
Webinars	5 each / 45 max
Employer Challenges	15 each / 45 max
Peer Challenges	10 each / 30 max
Healthy Events	5 each / 15 max
<<PROGRAM NAME>> GOAL	XX



Preventive Care Recommendations

Regular Preventive Care can help find problems before they start—or early on, when chances for treatment and cure are better. Your specific Preventive Care services will vary depending on your age, health, family history, and lifestyle, so consult with your physician.

Report completion of your exams at www.yourwellnesswebsite.com or the Viverae® app to earn program points.

Preventive Care Compliance † Gender-specific recommendations



Male

- Physical Exam
- Dental Exam
- Prostate Exam
- Influenza Vaccine (Flu Shot)
- Skin Cancer Screening
- Eye Exam
- Pneumonia Vaccine (Pneumococcal Vaccine)
- Shingles Vaccine (Herpes Zoster)
- Fecal Occult Blood Test (Stool Test)
- Prostate-specific Antigen Test (PSA Test)
- Colonoscopy
- Osteoporosis Screen (Bone Density Test)



Female

- Physical Exam
- Dental Exam
- Well Woman Exam/Pap Test
- Influenza Vaccine (Flu Shot)
- Eye Exam
- Skin Cancer Screening
- Pneumonia Vaccine (Pneumococcal Vaccine)
- Shingles Vaccine (Herpes Zoster)
- Mammogram
- Fecal Occult Blood Test (Stool Test)
- Colonoscopy
- Osteoporosis Screen (Bone Density Test)

Look-back Period (all): _____ (Standard 1-year back from Program Start Date, if applicable)

† The Viverae Medical Advisory Board supports these proactive Preventive Care compliance recommendations, provided by recognized specialty medical organizations. Preventive Care compliance recommendations do not take into account health plan benefits or personal and/or family health and medical history.

Questions?

Contact our wellness partner at 888-VIVERAE (848-3723).



Challenges

Employer Challenges

You'll have opportunities throughout the year to participate in challenges focused on specific risk factors or lifestyle changes. Sign up for and track progress of Employer Challenges at www.yourwellnesswebsite.com or the Viverae app. Here's a preview of what to expect:

<<2-Minute Drill Challenge>>

The <<Program Name>> 2-Minute Drill Challenge is a seven-week individual challenge designed to encourage participation in physical activity throughout the day.

Sign-up begins: <<Sign Up Date 2MD>> **Challenge runs:** <<Challenge Run Date 2MD>>

Here's how the challenge works: Award yourself one point for completing two minutes of any of the following activities, up to two points per day:

- Push-ups
- Sit-ups
- Wall sits or squats

- Walking the stairs
- Stretching

Your goal is to reach 20 points by the end of the challenge.

<<Brown Bag Challenge>>

The <<Program Name>> Brown Bag Challenge is a four-week individual challenge designed to encourage bringing a homemade meal to work.

Sign-up begins: <<Sign Up Date BB>> **Challenge runs:** <<Challenge Run Date BB>>

Here's how the challenge works: Award yourself one point for each day you bring a home-prepared meal to work. Your goal is to reach 15 points by the end of the challenge.

<<Caffeine-Free Challenge>>

The <<Program Name>> Caffeine-Free Challenge is a four-week individual challenge designed to encourage limiting daily caffeine consumption.

Sign-up begins: <<Sign Up Date CF>> **Challenge runs:** <<Challenge Run Date CF>>

Here's how the challenge works: Award yourself one point for each day you consume one or fewer caffeinated beverages. Your goal is to reach 15 points by the end of the challenge.



Peer Challenges

Peer Challenges allow you to create a custom challenge and get some friendly competition going between you and one more members of your program. Select **Well-being** on www.yourwellnesswebsite.com or the Viverae app to create a Peer Challenge, log activity, and track you and your peers' progress.

Social

With communication and interaction features, members can connect with co-workers, receive support, and encourage others in challenges with comments and likes.

Gamification

With nearly 50 badges tied to activities and milestones, members are rewarded for their progress and inspired to improve their well-being—whether reaching new step counts or beating average mile times.

Education

Based on MHA responses, Biometric Screening results, and/or any recommendations from physicians after Preventive Care exams, you will be able to access online resources that will empower you to improve your lifestyle and manage ongoing conditions.

Online Courses

Learn how to make small changes for big results. Online Courses are designed to provide an educational overview on common areas of health and wellness. Each is less than 10 minutes and features a supplemental quiz and handouts that enhance the course experience. Take any course you like, but consider choosing courses most related to your risk factors.

Targeted Programs

This video series focuses on individual lifestyles to help foster healthy changes. Each program consists of online sessions accompanied by educational handouts and quizzes. Access www.yourwellnesswebsite.com or the Viverae app to get started!

Page only available with the purchase of these specific products

Health Coaching

You can participate in health coaching (via secure message or telephone) with a Viverae Health Professional. Your Health Coach can help you with personal health goals and provide education and motivation to lead a healthier lifestyle!

You can send a secure message to your Health Coach at

[<<www.yourwellnesswebsite.com>>](http://www.yourwellnesswebsite.com) or the Viverae app or call 888-VIVERAE (848-3723) to get started.

Disease Management (DM)

Why should I participate in the DM program?

The goal of the DM program is to assist you in improving your health and well-being by supporting treatment adherence, daily self-management, and healthy behavior choices. This will help reduce any disease-related complications. The ability to understand your condition, track your outcomes, and complete your care plan are all integral parts to the program.

What is a care plan?

A care plan is an action plan that can be individualized to your specific needs. The action items are things you can do to manage your condition on a daily basis. For example, if you have diabetes, your action plan may ensure you actively participate in your care. This could include checking your blood sugar levels regularly or getting a foot exam when you see a doctor. Once you have completed the action, you can check it off and follow up as needed with your Health Coach.

What are the benefits of the DM program?

There are many components to the DM program that are also incorporated into your regular wellness program. View your care plan that you create with your Health Coach and check off the items you accomplish throughout the year. You can participate in the Targeted Programs that are specific to the areas you want to work on. You can even set health-related goals that your coach can help you achieve. [<<You will also receive credit toward your wellness incentive for the year>>](#).

Frequently Asked Questions

What is the Viverae Health Center?

The Viverae Health Center is a health and wellness resource available for Viverae members. It is staffed with a variety of highly trained customer care representatives, including registered dietitians, nurses, and certified Health Coaches.

How do I contact the Viverae Health Center?

- <<You can send a secure message to your coach via your wellness website or the Viverae app>>
- To call toll-free, please dial 888-VIVERAE (848-3723)

The Viverae Health Center hours are as follows:

- Monday – Thursday: 7 a.m. – 7:30 p.m. CT
- Friday: 7 a.m. – 6 p.m. CT
- Saturday – Sunday: Closed
- Closed holidays

What is the Viverae Health Center’s general response time?

All voicemails <<and secure messages>> are returned within one business day.

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