

# COMPLETE YOUR BIOMETRIC SCREENING BY MAY 17, 2014



## Biometric Screening FAQs

*"It's important to know where I am with my health so I can see where I need to be."*

### What is a biometric screening?

A biometric screening is a quick and easy check-up with a certified medical professional that helps evaluate your health and pinpoint health issues before they become detrimental. The screening will typically take just a few minutes and includes height, weight and waist measurements and a finger-stick blood test to measure cholesterol, triglycerides and glucose levels.

### Do I need to complete a biometric screen each year as a part of the wellness program?

Each year the biometric screening will be an annual enrollment requirement of the wellness program. A biometric screening is an important component of a comprehensive health and wellness program. For participants, these screenings provide information on current and potential medical issues.

### How do I prepare for a biometric screening?

Fasting for nine hours is highly recommended to ensure accurate readings. If you are pregnant, have a chronic illness or operate heavy machinery, please consult your physician prior to fasting for the screening. Drink plenty of water prior to the screening as this will allow for an easier blood draw. As weight and other body measurements will be performed, light-non bulky clothing will assist with more accurate readings. Arrive five minutes prior to your screening time as relaxing a few minutes prior to your screening will help your blood pressure to return back to a resting level.

### Where can I go to get a biometric screening?

You have two options for completing a biometric screening listed below. **Please only choose one option and attend one screening appointment to complete Step 1.**

### ON-SITE BIOMETRIC SCREENINGS AVAILABLE FROM 5/5/2014 TO 5/17/2014

**Option 1: Onsite Biometric Screening** The easiest and most convenient way to complete a biometric screening is to schedule a screening onsite at select work locations. Both you and your covered spouse/domestic partner/civil union spouse should each schedule your appointment individually on the self-scheduler tool. Onsite biometric screenings begin on May 5, 2014 and must be completed by May 17, 2014.

### When can I schedule an onsite biometric screening?

Go to [ccc.edu/chicagoliveshealthy](http://ccc.edu/chicagoliveshealthy) to schedule an onsite screening appointment beginning April 10, 2014. Click on "Schedule your Biometric Screening". Follow the instructions to enter your information and schedule your appointment. You can also call Healthways at **1-866-556-7671** if you need assistance scheduling your screening appointment.

### Can I attend an onsite screening on work time? Can I attend an onsite screening after work hours or on the weekend?

Employees may be screened at an onsite biometric screening on work time as long as they have the approval of their supervisor.

## PHYSICIAN OFFICE BIOMETRIC SCREENINGS AVAILABLE FROM 4/10/2014 THROUGH 5/17/2014

**Option 2: Physician Office Biometric Screening** You and your covered spouse/domestic partner/civil union spouse can also go to your physician's office to complete your biometric screening. Biometric screenings done at your physician's office will be subject to your current medical plan benefits. Results of your biometric screening completed by your doctor must be submitted on a Healthways personalized physician form available at [ccc.edu/chicagoliveshealthy](http://ccc.edu/chicagoliveshealthy) beginning on April 10, 2014. If your physician submits biometric results on any other type of form, the results cannot be accepted and your enrollment step 1 will be considered incomplete. Biometric screening results submitted by your physician can not be over six months old at the time your physician submits your results.

All biometric screening results must be submitted on a personalized physician form by May 17, 2014. You may not complete your physician's office biometric screening on work time.

### Where can I locate the personalized physician form to print out and take my doctor's office?

You can go to [ccc.edu/chicagoliveshealthy](http://ccc.edu/chicagoliveshealthy) and print out your personalized physician form. Click the "OBTAIN YOUR PERSONALIZED PHYSICIAN FORM" Red Button. Log in using your first name, last name, date of birth, gender and zip code, and print the Personalized Physician Form and take it to your doctor's office. If you need assistance securing this form you can call Healthways customer service at 1-866-556-7671.

**If your physician submits biometric results on any other type of form, the results cannot be accepted and your enrollment step 1 will be considered incomplete.**

### What time restrictions are there for fulfilling the biometric screening requirement with the results from a regularly scheduled physical exam?

**Biometric screening values obtained from your physician's office within the last six months of the date the results are submitted by your physician will be accepted.** In order for the previous physical to count toward the screening requirement, three of the four biometric tests must have been performed and recorded:

- Body-mass index (height and weight)
- Blood pressure
- Finger-stick blood test (glucose, lipids, and cholesterol tests)

Waist circumference measurement, the fourth test that will be taken at the onsite biometric screenings, is recommended but not required since some physicals do not include this measurement.

### What if I went to my physician for a physical and they don't have one of the test results I need for my biometric screening?

If the three required test results (BMI, blood pressure, blood test) are not available from your doctor's office, you should attend an onsite biometric screening at one of the onsite location options during the biometric screening time frame: May 5, 2014 through May 17, 2014.

### If I go to my physician for a physical to fulfill the biometric screening requirement, will the wellness program pay for that expense?

The cost of physician physicals will not be paid for by the wellness program and are subject to current employee medical plan benefits (including but not limited to copays, deductibles and/or cost of the services). The onsite screenings provided through the wellness program will be provided free of charge, and appointments can be scheduled at [ccc.edu/chicagoliveshealthy](http://ccc.edu/chicagoliveshealthy) under **Step 1 Schedule and Attend a Biometric Screening**.

## What if my physician's office charges to fill out the form to provide my biometric screening results to the wellness program?

Because the physician form only requires six test results and does not require a doctor's attention to complete, most physicians will not charge to transfer patient results to another trusted, confidential healthcare organization. If your physician's office submits a charge for completion of the personalized physician form to submit your biometric screening results, these charges will not be paid by your health plan. You will be responsible for any charges submitted by your physician for completion of this form.

**How Can I Find Out More?**  
[ccc.edu/chicagoliveshealthy](http://ccc.edu/chicagoliveshealthy) • 1-866-556-7671



*You can realize your best health and well-being when given the proper support. Healthways meets you where you are and takes you where you want to go, creating better health and well-being for a better you.*

