



"I learned how to reduce my health risks and am proud to be making positive lifestyle choices each day."

2014 Program Overview



Table of Contents

What is <i>Chicago Lives Healthy</i> Wellness Program?	
<i>2014 Wellness Program</i>	3
Our Program Partner	
<i>Healthways Well-Being Improvement Solutions</i>	3
<i>Chicago Lives Healthy</i>—a Free Benefit	
<i>Program Components are Free</i>	3
Program Review and Key Dates	
<i>Deadlines to Complete Program Offering</i>	4
Non-Participation Payroll Deductions	
<i>Health Care Contributions Overview</i>	5
Get Started	
<i>Detailed Program Offering Description</i>	6
NEW! Quarterly Ongoing Participation Requirement	
<i>Earn 12 Points in Quarter 3 and 4 to Complete the Ongoing Requirement</i>	7
Eligibility	8



What is *Chicago Lives Healthy* Wellness Program?

Chicago Lives Healthy is a comprehensive wellness program for eligible employees and spouses/domestic partners/civil union spouses covered by CCC's medical insurance plan. The program offers a powerful but flexible approach to wellness aimed at helping eligible employees and their spouses/domestic partners/civil union spouses achieve improvements in their health and well-being and live healthier lives. Active participation on behalf of the CCC employee population will help improve health and maintain high value health care benefits at a reasonable cost to employees.

The program combines the latest science around Biometric Screenings and Well-Being Assessment™ (WBA) with effective, user friendly tools, resources and coaching services to empower you to adopt healthier lifestyle habits. By enrolling and engaging regularly with the Chicago Lives Healthy wellness program you can achieve your personal and family wellness goals so you can pursue a longer, healthier and happier life.

Our Program Partner

For over 30 years, Healthways has inspired more than 38 million people worldwide to achieve their personal best. By using proven techniques, quality medical information and caring health professionals, the Healthways team meets you where you are and takes you where you want to go, helping you achieve whole-body wellness.

Chicago Lives Healthy—a Free Benefit

Every part of the *Chicago Lives Healthy* wellness program is free to all eligible employees and their covered spouses/domestic partners/civil union spouses who choose to participate. This includes services, programs and activities such as:

- **Free** annual Biometric Screening: A short, simple health check-up at on-site work locations. You can also go to your health care provider to have your biometric screening completed*.
- **Free** annual Well-Being Assessment™ (WBA): A quick health survey that helps inform you about your health.
- **Free** Health Check-In Call: A 15-20 minute phone call with a health advisor to receive your results and ask any questions.
- **Free** Health Coaching Calls: World-class resources to help you achieve your health goals for individuals with moderate to high risk health factors.
- **Free** ongoing health activities, programs and classes (including those offered on-site and online throughout the year).

**Biometric Screenings done at your physician's office will be subject to your current medical plan benefits.*

In the pages that follow is a brief explanation of the *Chicago Lives Healthy* wellness program components along with the steps you need to complete to get started!

Protecting Your Privacy

Protecting your privacy is a top priority for Healthways and CCC. Your information will be kept confidential. Healthways may use and disclose your personal health information only as permitted by applicable law, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA). Healthways may disclose health information to Wellness Corporate Solutions, the screening agent, and to your employer acting as a health plan sponsor for program administration purposes only and as permitted by HIPAA. Program administration purposes may include offering and determining eligibility for Program incentives, if offered.



Chicago Lives Healthy Wellness Program is an easy, helpful and effective way to become a better you. Here is a brief review of the program components:

- ★ Biometric Screenings (5/5/2014 - 5/17/2014)**
 A Biometric Screening is a short simple check-up with a certified medical professional that helps evaluate your health and pinpoint health issues before they become detrimental. The screening typically takes just a few minutes, and includes height and weight measurements, waist measurements and a finger-stick blood test to measure cholesterol, triglycerides and glucose levels. Schedule your on-site biometric screening at one of the CCC locations.
- ★ Well-Being Assessment™ (4/10/2014 - 6/30/2014)**
 The Well-Being Assessment™ (WBA) is a confidential questionnaire that gathers information on your health history and lifestyle, including your exercise and eating habits, stress level and safety practices, as well as how ready you are to make changes to improve your health.
- ★ NEW! Quarterly Wellness Activities Beginning In July 2014**
 NEW! Quarterly Points Earning Requirement
 Beginning July 2014, all participants in the *Chicago Lives Healthy* wellness program will be required to earn 12 new points each quarter by completing convenient, flexible online and onsite activities. You can even earn all 12 quarterly points at one time to make it more convenient for you! REMINDER, you may also do the same activity multiple times to earn all 12 points.

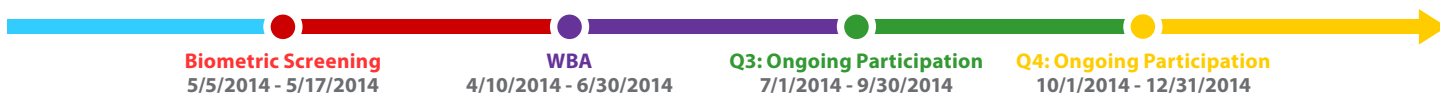
Quarter 3: Earn 12 points and you have met the quarterly requirement.

 - HEALTH CHECK-IN CALLS**

Get a jump start on Q3 and earn 6 points by completing the Health Check-In Call!
 Your Health Advisor, a health professional from Healthways, will call you to review your biometric screening results and your Well-Being Assessment™ (WBA). The Health Advisor will review a personalized well-being report with you and introduce you to the programs and services available to you in the wellness program. During this 15-20 minute call, the Health Advisor also will review the ongoing quarterly participation options available to you in the Chicago Lives Healthy wellness program.

Quarter 4: Earn 12 points and you have met the quarterly requirement.

KEY DATES OF THE PROGRAM





Non-Participation Payroll Deductions

This wellness program is designed to be participation-based rather than outcome-based. Eligible employees and their covered spouses/ domestic partners/civil union spouses are expected to participate by completing the enrollment steps and engaging in various services, tools and resources offered through program. Participants are asked to create goals and make an effort to work toward those goals; however you will not be penalized if you do not achieve those goals.

The only thing that's not free is not trying. You will incur a **\$50 per non-participant increase** in your monthly employee health care contribution for each employee/spouse/domestic partner/civil union spouse who does not meet the program requirements by September 30. This increase will be deducted from your paycheck beginning in the fourth quarter of 2014. You can prevent the ongoing \$50 or \$100 monthly deduction if you complete any outstanding program requirements prior to the next monthly deduction.

An increase in your monthly health care contributions will result from any of the following:

- Failing to complete any of the enrollment steps within the allotted time frames
- Failing to participate in ongoing monthly wellness program activities (following multiple warnings)

STEP 1: Schedule and Attend a Biometric Screening

Biometric screenings must be completed between May 5, 2014 and May 17, 2014

- ★ Biometric screening services help evaluate participants' health and can pinpoint health issues before they become detrimental. The typical screening takes just 12 minutes: a health care professional collects your height and weight measurements, waist measurements, blood pressure and administers a small finger-stick blood test measuring cholesterol, triglycerides and glucose levels.
- ★ Go to ccc.edu/chicagoliveshealthy to schedule a biometric screening appointment at on-site CCC locations. You can also go to your physician's office* to have your biometric screening completed. If you choose to have your screening completed at your physician's office, there is a standard form that your doctor will need to complete. Please visit ccc.edu/chicagoliveshealthy for more information.
- ★ If you need assistance with scheduling a screening appointment or accessing the form for completion by your physician, please contact customer service at 1-866-556-7671.

**Biometric screenings done at your physician's office will be subject to your current medical plan benefits (including but not limited to copays, deductibles and/or cost of the services).*

STEP 2: Complete your Online Well-Being Assessment™ (WBA)

Well-Being Assessments must be completed between April 10, 2014 and June 30, 2014

- ★ The Well-Being Assessment™ (WBA) is a confidential questionnaire that assesses life and environmental factors that are critical to your health, well-being and your ability to improve both. The WBA has been designed by health experts and consists of 60 questions to get a better sense of factors such as:
 - Basic health history
 - Mental health and stress
 - Barriers to change
- ★ All questions are simple to understand and easy to answer. It should take 20 to 30 minutes to complete the questionnaire. Beginning April 10, you can find a link to the WBA at ccc.edu/chicagoliveshealthy.

NEW! Quarterly Ongoing Participation

Earn 12 new points each quarter by completing wellness participation activities. Ongoing Participation will be required in Quarter 3 and Quarter 4.

- ★ It's been an incredible year for the *Chicago Lives Healthy* wellness program. We've experienced many successes and a few challenges along the way, and we've listened to your feedback. Thank you for speaking up. Your input helps us know what's working in the program and what we can do better to meet your needs.

One of the things you told us was that you like the extra health and well-being support the program provides, but the current participation structure was challenging to work into your busy life. So, we've changed it. In year 2 (2014), we're making it more convenient for you in to earn your points for ongoing participation.

- ★ **NEW! Quarterly Points Earning Requirement**

Beginning July 2014, all participants in the *Chicago Lives Healthy* program will be required to earn 12 new points each quarter by completing convenient, flexible online and onsite activities.

You can even earn all 12 quarterly points at one time to make it more convenient for you! REMINDER, you may also do the same activity multiple times to earn all 12 points.

- ★ Quarter 3: Earn 12 points and you have met the quarterly requirement.

- **HEALTH CHECK-IN CALLS**

- Get a jump start on Q3 and earn 6 points by completing the Health Check-In Call!

- Your Health Advisor, a health professional from Healthways, will call you to review your biometric screening results and your Well-Being Assessment™ (WBA). The Health Advisor will review a personalized well-being report with you and introduce you to the programs and services available to you in the wellness program. During this 15-20 minute call, the Health Advisor also will review the ongoing quarterly participation options available to you in the *Chicago Lives Healthy* wellness program.

- ★ Quarter 4: Earn 12 points and you have met the quarterly requirement.



NEW! Quarterly Wellness Activities Beginning In July 2014

NEW! Quarterly Points Earning Requirement

Beginning July 2014, all participants in the *Chicago Lives Healthy* program will be required to earn 12 new points each quarter by completing wellness program activities. If you wish, you can earn all 12 quarterly points at one time to make it more convenient for you!

2014 Quarterly Point Requirement

JULY / AUG / SEPT

2014

Quarter 3 = 12 points

OCT / NOV / DEC

2014

Quarter 4 = 12 points



Ongoing Wellness Activity Options Available to All *Chicago Lives Healthy* wellness program participants:



Online

Well-Being Connect™

Well-Being Connect™ (WBC) is a dynamic online portal designed to inspire improved health and well-being. Every personalized feature is meant to help you set goals and connect you to support to achieve them. It is available to all *Chicago Lives Healthy* wellness program participants and includes a comprehensive suite of tools and resources. You can choose the activities that best fit your lifestyle and learning preferences. Well-Being Connect is a convenient and effective way to earn 12 points per quarter.

Online Activities Available in Well-Being Connect™

EACH ONLINE ACTIVITY COMPLETED = 1 POINT

- Complete one action item = 1 point
- Write one journal entry = 1 point
- Set up an exercise, weight or nutrition tracker = 1 point
- Read and rate one health article = 1 point
- Read and rate one recipe = 1 point

You can earn more than one point by completing the same online activity multiple times.

1 HEALTH EDUCATION SESSION = 6 POINTS



Onsite

Looking for fun, onsite activity options?

Most of us would really like the chance to change something about our lifestyle or behaviors that put our health at risk. And sometimes, just having extra personal support system in place can help overcome the challenges that stand in the way of good health. One of the best parts of the *Chicago Lives Healthy* wellness program is access to free, top-quality health education sessions for participants. Whether you're setting goals to lose weight, managing an ongoing lifestyle issues like quitting smoking or just want to learn more about the *Chicago Lives Healthy* wellness program, a health education session allows you to focus specifically on your questions, needs and goals with a credentialed health professional. These short, informative sessions cover a variety of topics to help you live your best.

1 TELEPHONIC COACHING SESSION = 6 POINTS



Telephonic

Other Wellness Activities Options for those who qualify:

Based on your responses to the questions you completed on the Well-Being Assessment™ and the values presented from your biometric screening you may be selected by Healthways credentialed health professionals to participate in telephonic health coaching. Telephonic health coaching is a voluntary program, offering personal support from a health coach who can help individuals with **moderate to high health risk factors** overcome the challenges that stand in the way of their good health.



Wondering if you are eligible?

Chicago Lives Healthy applies to the following CCC employees who are enrolled in a City Colleges of Chicago medical insurance plan as of January 1, 2014:

- ★ **All Local 1600 Full-Time and Part-Time Employees** (except for security) and spouse/domestic partner/civil union spouse
- ★ **Non-Bargained for Employees** and spouse/domestic partner/civil union spouse

Questions? Contact Healthways at 1-866-556-7671

Chicago Lives Healthy
Hours of Operation:
Monday - Friday — 8:00am - 8:30pm (CST)
Saturday — 8:00am - 4:30pm (CST)

You can also visit
ccc.edu/chicagoliveshealthy

If you would like more information
regarding your benefits, call
312-553-2895.



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.

