

2020 Wellness Program

Your 2020 Wellness Program offers you and your eligible spouse the opportunity to earn \$450 through a variety of programs and activities to help you improve your overall health and well-being.

well-being

Your health is about more than routine trips to your doctor — it's about the small everyday choices you make. Small choices can add up and make a big difference on your overall health. In fact, studies show you are more likely to stick with healthy behaviors when they don't drastically change your daily routines.

CHI's Wellness Program is designed to meet you where you are. Our goal is to focus on a holistic and meaningful wellness experience by offering programs and support to meet your physical, emotional, social, financial and spiritual needs.

No matter your interest, we have information, programs, challenges and incentives to keep you motivated and engaged.

Eligibility

For most locations* the program is available to:

- You, if eligible or enrolled in the CHI Medical Plan
- Your spouse, if enrolled in the CHI Medical Plan

*For CHI Franciscan locations: Certain groups may not be eligible for this program. Please contact your local HR for questions on eligibility.

Dependents, including legally domiciled adults and children, are not eligible to participate in the Wellness Program or earn wellness dollars.

If you are newly hired, you will become eligible to participate in the Wellness Program on the **first of the month following 30 days of employment.**

Program Dates

- Earn wellness dollars January 13, 2020, through September 30, 2020
- Redeem earned wellness dollars through October 31, 2020*

*This means you need to allocate earned wellness dollars for either a Health Account Contribution and/or Gift Card(s) by October 31, 2020, or you will forfeit your remaining earned wellness dollars.

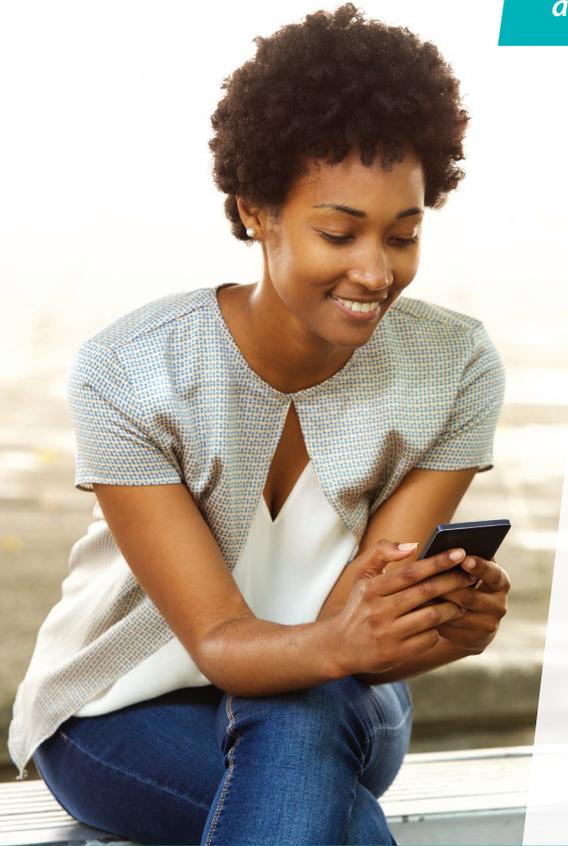
Reward Options

Gift Card – available to anyone eligible for or enrolled in a CHI Medical Plan

Health Account Contribution – available to anyone enrolled in a CHI medical plan

*Gift cards are considered taxable income and will be included in employees' paychecks monthly.

To get started, log in to the wellness website and create an account from a work or home computer.



1. From your work computer

- Visit the *well-being* pages on InsideCHI
- Click on “Wellness” and select “Visit Your Wellness Website”

2. From your home computer

- Visit home.catholichealth.net/wellbeing/vp
- You will be redirected to InsideCHI
- Sign in to your InsideCHI account and you will be successfully logged in to the wellness website (you will be required to use the CHI Duo Two-Factor Authentication Process*)
- You will need to sign the electronic notice and consent forms when you create your wellness account
- Once you create your wellness account from your work or home computer, you can download the free mobile app from the App Store or Google Play

3. From your smartphone

- Once you create your wellness website account via computer, download the free Virgin Pulse app from the App Store or Google Play
- Log in to the mobile app by entering the email address you used to create your account; no password entry is needed
- Click “Sign In,” and you will automatically be redirected to InsideCHI
- Sign in to your InsideCHI account and you will be successfully logged in to the mobile app (you will be required to use the CHI Duo Two-Factor Authentication Process* when you sign in to the mobile app for the first time)

The email address you used to create your wellness website account will be your username for any login screens you may reach as you navigate the wellness website.

*For more information about the CHI Duo Two-Factor Authentication Process please contact the CHI ITS Service Desk or visit InsideCHI and search for “Secure Remote Access”

Next, explore the three main pages on your wellness website located on the top tool bar.



Programs

The Programs page provides a list and description of all of the wellness programs, activities and resources available for you to participate in. Programs like WW (Weight Watchers), the employee assistance program and your wellness discount program are all accessible through the Programs page.

- To learn more about a certain activity, select the **Show More** feature on each activity listed.
- To start an activity, select the **Start Now** button (under the picture of each activity).
- Activities you can participate in to help you earn your \$450 wellness incentive are all labeled with “Earning Opportunity” in the title.

To learn more about your Wellness Program, navigate to the 2020 Wellness Program section. There you will find a Program Overview that answers many wellness-related questions.

Hint: When you go to the **Programs** page, select “All” under **View** on the left-hand navigation menu. This will display all of the wellness programs available to you.



Rewards

The Rewards page provides a list of all of the earning opportunity activities you have completed to date. You can also redeem (spend) your wellness dollars for a gift card and/or health account contribution by selecting the **Spend** tab at the top of the page.

Hint: Activities you complete will appear with a green check mark. When you select an activity that you have completed, you can see the details about when you earned the reward and can also choose to see a full statement of your activities.



Profile provides resources to help you personalize the wellness website.

- **My Profile** lets you set up your own personal preferences and goals.
- **Devices & Apps** lists of all wellness devices and apps you can connect to the website.
- **Trophy Case** shows you steps, sleep and calorie tracker progress.

Hint: If you need to change the email address you used to create your wellness account, please contact Virgin Pulse Member Services at 833-721-4094. You cannot change your email address from the wellness website.

Now you are ready to start participating in wellness activities. Take a look at the list of wellness activities you can participate in to help you earn your \$450 wellness dollars.

How much can I earn? / How often can I earn it?	What can I participate in?	Anything else I should know?
\$20/ Twice per program year	Track steps all weeks of a challenge	Manual steps may be tracked during challenges for rewards ¹ but will not count toward your monthly steps tracking reward.
\$20/ Three times per program year	Complete a volunteer activity	n/a
\$20/ Six times per program year	Complete lifestyle coaching	You can expect to see your wellness dollars 7 business days after your completed coaching call.
\$20/ One time per webinar up to six times per program year	Wellness Webinars (February – July)	Watch the webinar, then complete the quiz to get rewards. One reward per webinar.
\$30/ Once a month (February – September)	Take 7,000 steps 20 days in a calendar month	Must connect an approved mobile app or activity device ² to track steps and sleep, and receive wellness dollars. Must connect MyFitness Pal to track calories. Steps/calories/sleep cannot be manually tracked for wellness dollars. To track your progress each month, visit the Trophy Case by hovering over your profile picture on the wellness website.
	Track calories 20 days in a calendar month	
	Track sleep 20 days in a calendar month	
\$30/ Once per program year	Achieve ideal or improved body mass index	Biometric screening ³ must have been submitted in prior program year. Biometric submission for 2020 must show improvement from the previous program year. ⁴ Please note: If you earn for ideal metrics, you will not earn for improvement.
	Achieve ideal or improved blood pressure	
\$30/ Twice per program year	Take 196,000 steps during challenge	Manual steps may be tracked during challenges for rewards ¹ but will not count toward your monthly steps tracking reward.
\$30/ Six times per program year	Complete one Journey	You can only receive wellness dollars for one Journey completed each day. If you complete multiple Journeys on the same day, you will only be rewarded for one.
\$50/ Six times per program year	Complete a Preventive Health Activity	From your own wellness website account, print out your personalized form. Must submit a complete, personalized Preventive Health and Wellness form for approved preventive health activities between 10/1/19 – 9/30/20.
\$50/ Once per program year	Complete a Heart and Lifestyle Survey	n/a
	Complete a Biometric Screening	From your own wellness website account, print out your personalized form. Must submit a complete, personalized Biometric Screening form for screening done between 10/1/19 – 9/30/20.

For the majority of activities, you are automatically rewarded within 24 hours after your activity is complete; exceptions are noted below.

¹ Allow 10–12 days after challenge has ended to see your wellness dollars.

² To find a list of approved mobile apps and/or activity trackers, hover over your profile picture in the wellness website and select “Devices and Apps.”

³ Allow 7–10 days for processing after form is submitted to see your wellness dollars.

⁴ If you do not have a screening from a previous program year you will only be eligible for ideal metrics.

Not sure where to start? Here’s our recommendation:

1. Complete the Heart and Lifestyle Survey.
2. Schedule a Preventive Health Activity like your annual wellness visit. Remember to download your form.
3. Begin a Journey or watch a webinar.

If you need help:

Contact Virgin Pulse Member Services at 833-721-4094, Monday through Friday, 8 am–8 pm ET.

Now that you have earned wellness dollars, you need to redeem them for a reward.

Earned wellness dollars accumulate until you redeem them for gift card(s) or health account contributions.

You can select either a gift card (taxable) and/or contribute to a Health Account.

If you select the Health Account option, the reward will be placed in the applicable health account:

- **Health Incentive Account (HIA)** if you are enrolled in any plan other than the High Deductible Plan. Once deposited into your HIA, dollars roll over each year while you remain a CHI employee participating in the medical plan.
- **Health Savings Account (HSA)** if you are enrolled in the High Deductible Plan. Once deposited in to your HSA, the dollars are yours and never expire. Wellness dollars contributed to your HSA count toward your IRS maximum. For 2020, the IRS maximum is \$3,550 for single coverage and \$7,100 for other coverage levels.

Once redeemed, it can take up to 30 days for wellness dollars to be deposited into your health account.

If your spouse elects to have earned wellness dollars awarded in health account contributions, wellness dollars will be deposited into the employee's health account.

Hint: When redeeming wellness dollars for a health account contribution (HSA or HIA), you can choose increments of \$20, \$30, \$50 or \$100 to deposit at a time.

If you select the gift card option, your gift card will be delivered via email. Some brands only offer online redemption (Amazon.com for example) while others allow in-store redemption. Redemption instructions provide both options when available. You should receive a confirmation email within two hours of redeeming wellness dollars (you may need to check your junk mail). If you do not receive a confirmation email, contact Virgin Pulse Member Services at 833-721-4094, Monday through Friday, 8 am – 8 pm ET.

Wellness dollars redeemed via gift card(s) are considered taxable income and will be taxed monthly in the employee's paycheck.

The Wellness Program is more than earning wellness dollars. We offer many great programs and resources to help you on your wellness journey. WW is just one of the many opportunities available to you.



We are committed to helping you reach your wellness goals—to lose weight, eat healthier, move more, develop a more positive mindset or all of the above—by covering over 50% of the cost for WW programs.

WW offers flexibility and freedom, so you can lose the weight you want. The program offers:

- **Three ways to participate.** Digital + Workshop, Digital and WW for Diabetes. Choose the program that works best for you.
- **Reduced meeting costs.** CHI pays a portion of your monthly membership fee, making joining even easier. Please note that CHI's portion of the monthly membership fee is taxable. You will be taxed on that amount on your paychecks.
- **The program is available to you and your spouse,** as long as you are eligible for CHI's Wellness Program.

If you or your eligible spouse are thinking it is time to lose some weight, give WW a try. Go to <http://chi.ww.com>. Use **14346820** as your **Employer ID** to create your WW account.

If you're eligible, you'll pay only:
\$19/month for Digital + Workshop
\$8/month for Digital
\$14/month for WW for Diabetes