

OC Healthy Steps FAQ's

Why am I being asked to participate?

This program is designed to help increase employee awareness of their health risks and health status. The OC Healthy Steps Wellness program was negotiated and agreed upon by the affected employee bargaining units. The program was approved in the revised Memorandum of Understandings (MOUs) that were adopted by the Board of Supervisors and approved by majority votes among the affected bargaining organizations.

Which Employees Are Asked To Participate?

- Only employees in labor groups that have agreed to implement OC Healthy Steps and employees of the Courts, OCERS and special districts are included in the program at this time.
- Employees in the Sharewell PPO plan may participate however this plan is a high deductible health plan that has no payroll contribution.
- New Employees hired after May 1, 2014 may obtain a screening and complete the HRA however will not be included in the full program until next year.
- AOCDS employees are not enrolled in the County's medical plans and therefore are not included in the program.

Do My Dependents Participate?

Dependents do not complete the steps or the form. The OC Healthy Steps Program is for employees only.

Where do I turn in my *Biometric Health Screening Confirmation Form*?

You may send your form via mail, fax, or email to the addresses listed on the form. Be sure to keep a copy for your records. Please read the instructions on the form regarding each of the various methods available to you. You are strongly encouraged to keep a copy of your confirmation form, as well as a copy of your fax transmission sheet or email submission for documentation purposes.

Who is Summit Health, Inc. and why do I send my *Biometric Health Screening Confirmation Form* to them?

Summit Health is a sub-contractor of the health plans working directly with the health plans to track the return of the confirmation form from your physician as documentation that you have completed the biometric portion of the OC Healthy Steps program.

Will I have to **pay for my Biometric Screening**?

If you visit your doctor for a biometric screening on or after July 1, 2014 there will be no cost for the visit as long as it is billed under "preventive benefits". If you are being treated for an active medical condition that requires similar lab tests and you have not had a screening since June 1, 2013 you may be charged a copayment. There are also a limited number of on-site biometric screenings available at no cost.

What if I already had a **biometric screening** done recently?

If you completed the screening on or after June 1, 2013 you do not need to do it again. You can have your physician certify on the *Biometric Health Screening Confirmation Form* that you have completed the screenings. You may fax the form to your Physician's office for signature and ask them to return it to you or notify you when you can pick it up. An original signature is not required and no office visit should be necessary.

If your last biometric screening was prior to June 1, 2013 or if you have not completed all 4 of the screenings, you have from June 1 to August 31, 2014 to complete them and turn in the form.

If I attend an **on-site biometric screening** do I still need to have my physician sign the form?

No, if you attend an on-site screening, Summit Health Inc. will notify your health plan that you have completed Step 1, however you should take your biometric screening results (your blood pressure, BMI, cholesterol and blood sugar results) to your next doctor's visit to discuss steps for improvement.

Can someone other than my physician sign the **Biometric Health Screening Confirmation Form**?

Your physician may delegate completion of the form to the medical staff who are under his/her direction.

How long will the on-site Biometric Screening take?

The health screening should take approximately 15-20 minutes if you have a scheduled appointment.

Can I use **County paid time** to attend an on-site screening or visit my doctor for my screening?

Yes, for only the time it takes for the biometric screening.

Who sees my biometric screening **results**?

Your Biometrics and Health Risk Assessment results are kept confidential between you and your health plan. The County of Orange Benefits Center and the County of Orange are only notified that you have completed the steps; it receives no medical information.

If you visit your doctor for your biometric screening, your results are only seen by your doctor/health care provider. If you attend an on-site screening, your results are seen only by you, unless you choose to share your results with your doctor. The Biometric Health Screening Confirmation Form completed by your doctor does not include medical information and is sent to "Summit Health, Inc." for processing. Summit Health, Inc. is a subcontractor of the health plans and is not affiliated with the County of Orange, or the County of Orange Benefits Center.

What is an **HRA**?

HRA stands for Health Risk Assessment. A HRA is a confidential on-line health questionnaire, that once completed, calculates your results based on the information you provide. It provides you with a high level profile of your health status, with recommendations for health improvement and behavior change, if needed.

Who sees my HRA results?

Your Biometrics and Health Risk Assessment results are kept confidential between you and your health plan. The County of Orange Benefits Center and the County of Orange are only notified that you have completed the steps; it receives no medical information.

HRA results may be seen by your health plan once you complete the HRA online. Your health plan may reach out to you with information about health programs designed to maintain or improve your health based on your results.

Why might I receive a **phone call at home** from my health plan?

If you completed the Health Risk Assessment on your health plan's web site, they may offer you telephonic coaching and/or the opportunity to participate in one of their individualized programs as a result of the outcome of your assessment. Your participation in these program or services is not required and is completely voluntary.

What if I do not receive a **notification** from the Benefits Center that my **Biometric Health Screening Confirmation Form** or HRA completion was received?

If you have allowed 4-6 weeks from the time of your screening and/or HRA completion and have not received notification from the Benefits Center, call the Employee Benefits Message Line at 714-834-6282 and leave your name, telephone number and name of your health plan. An Employee Benefits representative will return your call within 24 hours, Monday through Friday.

What happens if I **only complete one** of the three wellness steps?

Each of the three steps must be completed in order to complete the OC Healthy Steps program. If you choose not to complete all three steps, you will pay more in health care premiums in 2015 than those who do complete all three steps. The increase in your contribution percentage for not completing OC Healthy Steps program will be an additional 5% of the total monthly premium. Based on the County's current 2014 medical premiums, you would pay between \$11 and \$42 more per paycheck depending on your health plan and number of dependents. Actual 2015 health plan rates will be available on the OC Healthy Steps website in August 2014.

What If I am a **Smoker and I do not want to quit** or enroll in a smoking cessation program?

You must complete all three of the healthy steps to receive the reduced contribution for 2015. If you are a smoker and choose not to complete Step 3 as noted below, your health plan payroll deduction for 2015 will increase by 5% of the total premium even if you completed steps 1 and 2. However, knowing your numbers by attending a biometric screening (Step 1), and completing the health risk assessment (Step 2) can be important steps in maintaining or improving your health even if you choose to continue smoking.

Step 3: Non-Smoking Attestation

An online Affidavit that confirms that:

- 1) You have never smoked; or
- 2) You have been tobacco-free for the last 30 days; or
- 3) You have tried a smoking cessation program in the last 12 months or
- 4) You are currently enrolled in a smoking cessation program.

I am an **Employee Married to Employee** (EME). If my spouse does not compete the three wellness steps what happens?

Only the EME Subscriber must complete the three wellness steps. If the EME Subscriber doesn't complete the steps, they will begin paying 5% of the total monthly premium in 2015. EME Dependents are not required to complete the HRA and Biometrics Screen but are welcome to participate.

How much will my payroll deduction change if I choose not to participate?

Full Time employees choosing not to participate in OC Healthy Steps will see their medical insurance contribution percentage increase from 10% to 15% of the total premium for employee only coverage and 25% to 30% for employee with dependents coverage. Part time employees choosing not participate will also pay an additional 5% of the total premium. Based on 2014 medical premiums, employees would pay between \$11 to \$42 more per pay period depending on the medical plan and number of dependents they have enrolled. Please visit our website for rate examples using 2014 rates. 2015 medical rates will be available on our website in August 2014.

If I do not complete the Biometric Screening and HRA by August 31, 2014 will I be **allowed to do it later**?

No, no extensions will be offered and there is no grace period provided for beyond the August 31, 2014 deadline. In order to minimize your payroll contribution for 2015, your Biometric Screening and HRA must be done between June 1, 2014 and August 31, 2014 to allow for the information to be compiled and your participation reported to the County of Orange Benefits Center before the annual Open Enrollment. If you are unable to complete the steps this year, you will pay the higher contribution in 2015. You may complete an HRA and talk to your doctor about screenings to improve or maintain your health at any time, however your opportunity to impact your biweekly cost for each year is limited to the time period described above and in your program materials.

Can I change my **HCRA election** mid-year as a result of the Wellness changes?

No, mid-year changes will not be permitted. Per IRS Section 125 guidance, this is not considered a Qualified Life Event since these changes do not qualify as a significant change to the cost or coverage of the plans that would permit a mid-year change.