



Central Michigan University

2023-2024 Well-Being Program Guide

Central Michigan University is committed to helping our employees focus on their well-being. We've partnered with Health Advocate to offer you expert tools, resources and a reward to help you thrive!



Start date:
July 1, 2023



Complete activities
that will help you thrive



Deadline to earn points:
June 30, 2024



Deadline to redeem points:
July 31, 2024



Feel good knowing you've
earned a reward

Wellness and Coaching Reward Details

Complete your choice of wellness and coaching activities to earn points. Earn \$100 for every 200 points you earn, up to \$400 max for 800 total points. The last day to complete activities for points is June 30, 2024. **Points and reward dollars do not roll over so use them by July 31, 2024 or lose them!**

- Level 1: 200 total points = \$100
- Level 2: 400 total points = \$100
- Level 3: 600 total points = \$100
- Level 4: 800 total points = \$100

See page 6 for details on how to redeem your reward dollars.

Wellness and Coaching Reward & Program Eligibility

The Central Michigan University Wellness and Coaching Program is available to all benefit-eligible active staff, fixed-term and medical faculty, and post-doctoral research fellows. Spouses and dependent children age 18+ can utilize the wellness program features, but are not eligible for the \$400 reward.



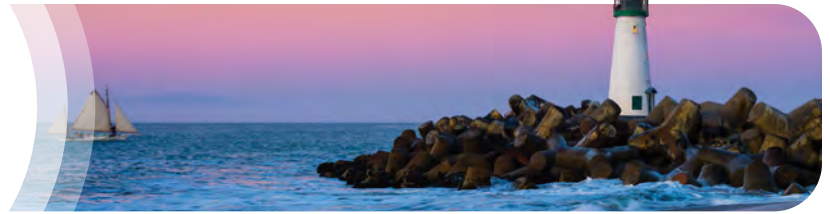
Being active is more than a goal — it's a way of living



Activities	Action(s) to Earn Points	Points/Max.	✓
Healthy Actions			
Personal Health Profile (PHP)	Complete this online survey to assess your lifestyle and its impact on your health.	100	
Personal Pathfinder	Take this assessment to help guide you to your well-being priorities and discover what is most important to you.	15/60	
Health Advocate Website or App Visit	Sign on to Health Advocate through the website HealthAdvocate.com/members or the mobile app. Earn 10 points for your first login of each month	10/120	
Engage with an Advocate	Connect with Health Advocate for healthcare and insurance-related issues, and for help with mental health and work/life balance issues. <i>Wellness inquiries do not count for points.</i>	30/60	
Stay on Top of Your Health			
Preventive Care	<p>Points for Preventive Care Exams are awarded automatically approximately 3 months after completion for those enrolled in a CMU medical plan. If you are an employee enrolled in medical coverage as a spouse, either through CMU or another employer, or if your visit is close to the deadline (6-30-2024), you can self-report your exams online. Log in to Health Advocate and visit the Well-Being “Rewards” page to report the date of your visit and upload supporting documentation. Proof can include an explanation of benefit (EOB), claim summary, or confirmation from your provider’s office.</p> <ul style="list-style-type: none"> • Annual Physical Exam • Breast Cancer Screening • Cervical Cancer Screening • Colon Cancer Screening • Osteoporosis Screening • Preventive Dental Visit (x2) • Prostate Cancer Screening • Skin Cancer Screening • Vision Exam 	40/200	
Vaccinations	<p>Protect yourself and others by staying up-to-date on your vaccinations. Vaccines administered between July 1, 2023 and June 30, 2024 qualify for credit. Log in to Health Advocate to report and earn points for the vaccines below:</p> <ul style="list-style-type: none"> • Flu Vaccine • COVID-19 Vaccine and/or Booster • Hepatitis B • Pneumonia • Shingles • Tetanus 	20/40	



Live each day
with **intention**
and **direction**



Activities

Action(s) to Earn Points

Points/Max. ✓

Your Tobacco Status		
Tobacco Free	Certify that you are tobacco-free via the online tobacco affidavit. If you are a tobacco user, learn how to earn points below.	25
Quit Tobacco Pathway Enrollment	Enroll in the 12-week Quit Tobacco Pathway online or with a Wellness Coach.	25
Quit Tobacco Pathway Completion	Complete the 12-week Quit Tobacco Pathway online or with a Wellness Coach. Earn points by completing at least 8 weekly sessions.	175

Health & Well-Being Coaching

Chronic Care Support Program	The Health Advocate Chronic Care Support Program is designed to help you better manage chronic conditions. Participate in phone sessions with a Nurse Coach to learn how to better manage chronic conditions. <i>Eligibility determined by PHP, biometric screening, claims data, and/or self-identification of chronic condition.</i>	
	Earn points for speaking with a Nurse Coach and enrolling in the program.	50
	Earn points for completing the program through scheduled phone sessions with a Nurse Coach. <i>Program length varies based on personal needs.</i>	200
Wellness Coaching	A Wellness Coach can help you meet your health goals and thrive. Connect with a Wellness Coach via telephone, email, or secure web messaging. <i>Coaching is unlimited.</i>	
	Earn points for completing one Health Education Session .	30
	Complete a 3-session Coaching Program . You can also work with a Wellness Coach on specific goals to get started on your path to better health. Each program consists of 3 easy calls, after which you will have a personalized action plan to continue your efforts. On The Move: This program will help you be more physically active and develop a workout routine that sticks. Make Control Your Goal: If you have elevated or high blood pressure and want to learn how to better manage your numbers, this program may be perfect for you. Scale Down: If you're thinking about losing weight but unsure of where to start, this program can help. Stress Less: This program will help you learn to better manage stress, find time to unwind, and live life in balance.	100/200
	Complete a 6-session Coaching Program .	200



Well-being is a journey, not a race



Activities

Action(s) to Earn Points

Points/Max.

Health & Well-Being Coaching		
DayTwo	DayTwo uses gut microbiome profiling to prescribe “eat-what-you-love-food-as-medicine”, which, combined with the intuitive app, helps members build a personal menu of foods that support their blood sugar goals.	
	Earn points for enrolling in the DayTwo program	50
	Earn points for completing the DayTwo program launch. (13 weeks)	100
	Earn points for achieving your 1-year anniversary in the DayTwo program.	200
Take Action for Better Health		
Personal Pathways	Explore online personal pathways to take action for improved well-being. There are a variety of pathways to choose from to help you build skills and learn new healthy habits.	80/320
Well-Being Workshops	Participate in online, self-paced workshops on nutrition, fitness, stress, resilience, financial wellness, and more! <i>Complete all chapters to earn points.</i>	40/240
Well-Being Challenges	Have fun while getting healthy by participating in wellness challenges. In order to earn points, you must track your progress each week of the challenge. You can earn points for two types of challenges:	
	CMU Challenges are planned for the entire year to encourage healthy competition between you and your coworkers. Stay tuned for challenge dates and details!	Stay Tuned!
	Personal Challenges are available to start on your own at any time. Participate on your own or invite your coworkers.	20/120
Other Ways to Earn Points		
EAP Webinars and Skill Builders	Through Health Advocate’s EAP+Work/Life program, you have access to webinars and skill builder courses to improve your personal and professional development. After the webinar, report it online for points and upload the Completion Certificate provided.	40/120
Workplace Events	We have many fun events planned throughout the year. Keep an eye out for information about activities you can participate in to earn points.	Stay Tuned!
Learning Center	View articles, videos and more about virtually every health and well-being topic across gender, geography and generation.	1/20
Quality Connect Provider Match	Search for high-quality, low-cost doctors, specialists and medical facilities using our Quality Connect Provider Match tool.	10



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Small steps add up to **big gains**



Track healthy habits and meet the recommended goals to earn points.
Earn a maximum total of 400 points across all trackers.

Health Tracker	Recommended Goal	Points
Distance Exercised	Log the distance you exercise daily	1/50
Whole Grains	Eat 3 or more servings of whole grains daily	1/100
Fruits and Vegetables	Boost your nutrition by eating 5 or more servings daily	1/100
Sleep	Function your best by sleeping 7 to 9 hours each night	1/50
Sodium	Strive for healthy blood pressure by reducing your intake to 1,500 mg or less daily	1/50
Steps	Stay on your feet by taking 5,000 to 9,999 steps daily Increase your steps by taking 10,000 or more steps daily	1 2 Max 100
Stretching	Improve your flexibility by stretching for 10 or more minutes daily	1/50
Water	Stay hydrated by drinking 64 ounces of water daily	1/50
Manage Stress	Perform one or more activities to relieve stress daily	2/100
Mood	Track your mood daily	1/50
Reduce Social Media	Track your digital detox as you spend less time on social media daily	1/50
Meditation / Resilience	Perform one or more meditation or resilience activities daily	1/50
Strength Training	Increase your strength by performing this activity 2 or more days weekly	5/50
Time Exercised	Get fit by exercising for at least 150 minutes weekly	5/50
Weight	Log your weight weekly	5/50
Charity Work	Give back by volunteering your time at least once a month	10/50

There are many other trackers available on the website for your use that are not eligible for points.



You did the work. Now get rewarded!

Online Rewards Mall



Track your earned points and eligible reward dollars

- **Log on to your Health Advocate member website or app** to track your activity, check your points and start shopping. Once logged on:
- Select **Well-Being** to open a drop-down menu, then click on **Rewards** where you will find information on how you can earn points, completed activities, earned points and eligible reward dollars.
- Click on **Rewards Mall** to start shopping for your prize!

Start shopping for your rewards!

- **Search for particular e-gift cards or fitness devices** using the Keyword Search box or search by category listed on the left side of the page.

Redeem a reward

- **Choose the e-gift card or fitness device** you want and click to add it to your cart.
- **Then visit your cart** and click **Checkout**.
- **Enter your information.** Your name, phone number, and email are required for e-gift cards; all fields are required for fitness devices. Then click on **Review Order**.
- **Make sure all your information is correct**, and then click **Place Order**.

Split tender

- **Want a fitness device or e-gift card, but don't have enough points to purchase it?** You can choose to split tender, which means you can pay for part of it with your points and part of it with your credit card.

Cash out

- **You can also cash out your points for Amazon and/or Visa e-gift cards** by clicking the red buttons on the left side of the rewards mall.

Visa Gift Cards

- **After you place your order** for a Visa gift card and it is processed, Visa will send you an email explaining how you can claim your reward.
- **You can request a virtual Visa gift card or a physical Visa gift card** that will be mailed to you. A \$5 surcharge fee applies for a physical card.
- **Check the expiration date on your Visa gift card** and be sure to use it before it expires!

Check your orders

- **You can access detailed information** about your orders by selecting the **Order History** drop-down menu by your name and dollar value.
- **Check your Order History** whenever you have a question about any of your orders.

Submit a help request

- **You can submit a help ticket** right on the rewards mall website. Click **Help** in the top right corner of the rewards website for issues like needing help with an order, an item, and more.




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Frequently Asked Questions

Q: How do I register for the Health Advocate website?

A: Follow these simple steps to register:

1. Visit HealthAdvocate.com/cmu
2. Register for the website by clicking on “Register Now”
3. Enter the required information, confirm your registration, then log in

Q: What if I am unable to fulfill a requirement of the reward program?

A: We are committed to helping you find your path to well-being and thrive. If you think you might be unable to meet a certain standard for points under this program, you may be able to earn the same points by a different means. Please contact Health Advocate for more information.

Q: What are some well-being goals Health Advocate supports?

A: We can help you gain insight into your well-being and discover what is important to you through our four pillars: Be Connected, Be Balanced, Be Well and Be Successful.

Q: Will my information and interaction with Health Advocate remain private?

A: Your medical and personal information is kept strictly confidential. Our staff carefully follows protocols and complies with all government privacy standards.

Q: Are my rewards taxable?

A: Due to IRS rules, rewards are considered taxable income and will be included on your W-2 and are subject to applicable payroll taxes such as federal, state, Social Security and Medicare taxes.

Q: What other issues is Health Advocate able to assist me and my family with?

A: Health Advocate can help you and your family:

- Get answers to your insurance and claims questions, resolve billing issues and connect you to all of your benefits
- Identify emotional and mental health issues and find strategies to cope through support from an EAP Professional
- Connect with specialists for help with work/life balance, legal and financial issues
- Better manage chronic conditions with expert guidance from a Certified Nurse Coach

Q: When is Health Advocate available?

A: Normal business hours are Monday - Friday, from 8 AM to 10 PM, ET. Wellness Coaching is available weekdays from 8 AM to 9 PM, ET. Staff is available for assistance after hours and on weekends.




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Never stop
improving yourself

No matter your goals, Health Advocate can help guide you toward increased well-being through our four pillars.

Empowers you to live well by taking
charge of your physical health.

Fosters connection
with yourself, others
and the environment
around you.



Promotes skills to help
you thrive financially, at
work, and at home.

Supports you in caring for your
emotional and mental well-being.

In addition to the well-being activities and resources outlined in the previous pages, you have access to:



Recipes and Meal Plans

- Step up your morning meal game with **bold breakfasts and brunch**
- **Easy make-ahead lunches**—so tasty you'll enjoy eating them all week!
- Quick and easy-to-prepare **dinner recipes**
- Access **meal plans** for a variety of healthy goals such as heart health, weight loss and more



Your Go-To Resources

- **Health Advocate Blog:** Information to help you live well, find balance and more! Visit blog.healthadvocate.com and subscribe to get timely tips sent directly to your inbox.
- **The Learning Center:** Access videos, articles and more on virtually any health and well-being topic



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