



HealthWise

FROM THE CORPORATE EMPLOYEE HEALTH PLAN ADMINISTRATIVE OFFICE

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Feel Better, Look Better...Live Better

Wellness Benefits for EHP Employees

Cleveland Clinic is a great place to work and grow, and we're always striving to make the employee experience better. Our people strategy provides a framework that supports the experience along five key dimensions, including **wellness and work life balance**.

To proactively encourage the wellbeing of our people, we've established three wellness programs for employees who participate in the Cleveland Clinic Employee Health Plan (EHP). The wellness programs focus on three key lifestyle areas: tobacco use, food choices and physical activity. EHP member employees who enroll in the program receive:

- Free treatment and medication in a Cleveland Clinic smoking cessation program
- Free participation in a Tier 1 weight reduction program **or** a free membership with Weight Watchers®
- Free membership at a Cleveland Clinic fitness center **or** Curves®

The EHP Wellness Programs eliminate the traditional barriers of cost and inconvenience - and there's even a reward for goal setting and achievement. When an EHP member employee sets and achieves a goal through the program, he or she will be awarded \$100.

"We're proud of our innovative EHP wellness programs, and we encourage all employees who are plan members to take full advantage of them. Taking better care of ourselves helps us feel better – and allows us to take better care of our patients."

Joe Patrnochak, Chief Human Resources Officer

Did you know...

Four lifestyle choices are responsible for about 50% of the nation's out-of-control healthcare costs?

- Tobacco
- Stress
- Physical Inactivity
- Food Choices

EHP Wellness Programs At-a-Glance			
	Smoking Cessation	Weight Management	Physical Activity
An EHP Member Employee Can...	Enroll in either a Cleveland Clinic Tier 1 Smoking Cessation Program or the Tobacco Treatment Clinic.	Participate in a Cleveland Clinic Tier 1 weight management program or receive counseling from a Tier 1 registered dietitian (the PSMF Diet and Surgical Weight Loss programs are excluded)*; OR participate in Weight Watchers.	Get free access to one of these Cleveland Clinic-owned fitness centers: <ul style="list-style-type: none"> • Fairview (open to all employees, but capacity is limited) • Parker (Parker employees only) • W.O. Walker Building (open to all employees) OR get free access to a <i>Curves</i> facility.
Cost	It's free – there's no charge or co-pay	It's free – there's no charge or co-pay	It's free – there's no charge or co-pay
Program Basics	A certified smoking cessation specialist will work with you to develop a personalized treatment plan, which may include medication ** and behavioral therapy resources, including reading material and online web-based programs.	You can take advantage of one of three Weight Watchers programs: <p>Community Program (13 or 18 weeks) - at neighborhood Weight Watchers locations</p> <p>At Work Program (18 weeks) – at a Cleveland Clinic facility</p> <p>Weight Watchers online program (3 months or 12 months) (www.weightwatchers.com)</p> <p>Individual visits will not be covered.</p>	At no cost to you, join one of these Cleveland Clinic-owned fitness centers: <ul style="list-style-type: none"> • W.O. Walker Health & Wellness Center (open to all employees) • Parker Building Fitness Center (Parker employees only) • Fairview Cardiac Rehab/Fitness Center (open to all employees, but capacity is limited) OR join any <i>Curves</i> facility for free.
More Program Details	The program offers: <ul style="list-style-type: none"> • Information on the benefits of quitting smoking • Group support • Guidance to change smoking behavior • Hypnosis • Relaxation training • Non-smoking “buddy” teams • Nicotine replacement (if appropriate) • Personal coping strategies to help you remain a non-smoker • If needed, one-on-one follow-up sessions after program completion 	EHP member employees who join Weight Watchers must enroll in either the 13- or 18- week program. The Online program runs 3 months or 12 months.	<i>Curves</i> has approximately 65 facilities throughout Northeast Ohio. <p>Dedicated to women's fitness and wellness, the female-only environment features 30-minute aerobic and strength training workouts.</p> <p><i>Curves</i> provides innovative, easy-to-use hydraulic resistance machines (no cumbersome weights to move and change), specially designed for women and ideal for people with connective tissue disorders.</p> <p>Membership includes <i>CurvesSmart™</i>, a program that provides feedback and progress reports to keep you on track.</p>

* These excluded benefits are overviewed in the EHP Disease Management Programs section of the summary plan description online.

** Smoking cessation pharmacy medication is no longer subject to a deductible or co-insurance. Note: Over-the-counter aids are not covered under the Prescription Drug Plan.

How to Enroll

The charts on the next three pages provide enrollment instructions and related details.

Completing Your EHP Wellness Application: A Must for Enrolling in Any of the Programs			
	Smoking Cessation Program	Weight Management Program	Physical Activity Program
You Must Complete This Form	EHP Smoking Cessation Application (one for each session)	EHP Weight Management Application (one for each session)	EHP Physical Activity Application (one for each 12-month membership)
You must complete the ATTESTATION SECTION of the application and sign the form, which means you...	...allow the EHP to pay your program membership fee AND you agree to complete both a 6-month and a 12-month survey, measured from your program start date, about your smoking status and participation rate.	... allow the EHP to pay your program membership fee AND permit them to collect information about your: <ul style="list-style-type: none"> • program start date • height • weigh-in status • participation rate 	...allow the Cleveland Clinic EHP to pay your program membership fee AND permit them to collect information about your: <ul style="list-style-type: none"> • height • monthly weigh-in status • waist measurement • participation rate
<p>Important Points: The original of the appropriate EHP Wellness Application for the program you are participating in must be completed, signed, and returned to the EHP within 10 days. HIPAA laws require us to obtain an original signature and prohibit us from accepting faxed, electronic or photocopied forms because we are requesting personal information. <i>If you do not return the application</i>, you will be responsible for all charges related to your participation in the program.</p>			

How to Enroll in the Smoking Cessation Program
<ul style="list-style-type: none"> • Enroll in a Cleveland Clinic Tier 1 Smoking Cessation Program: Contact the facility to inquire about available programs – there is no set calendar of programs, OR • Enroll in the Tobacco Treatment Clinic: Call 216.444.8111 to enroll. <p>When you enroll, complete the EHP Smoking Cessation Application, which you can obtain online at www.clevelandclinic.org/healthplan, at www.cchs.net/wellness or from the EHP by calling 216.448.0800, or toll-free at 866.811.4352. The application must be completed, signed and mailed back to the EHP within 10 days.</p>

Please Note:

Except for the Smoking Cessation Program, the EHP Wellness Programs currently are available only to employees who are enrolled in the EHP and to spouses who are also member employees. Spouses who are enrolled in the EHP but are not Cleveland Clinic employees and dependents enrolled in the EHP are not currently eligible to participate in the Weight Management and Physical Activity Wellness Programs.

If participation in the programs meets future expectations, all spouses and dependents covered by the EHP also will be invited to participate.

Points to Remember:

- The personal information you provide on the wellness program application is completely confidential and will be used only to report program success in the aggregate. The data is also required to determine if you are eligible for the \$100 year-end award program based on any individual goal you set.
- EHP employees are eligible to receive only one \$100 year-end award during a calendar year, regardless of the number of wellness programs they participate in.
- To be eligible for a \$100 year-end award, these goals must be met:
 - Smoking Cessation: complete the 6-month and 12-month surveys and get Cotinine testing after 12 months
 - Weight Management: 10% weight loss within 12 months of the original starting weight AND participation/attendance as outlined on the application
 - Physical Activity: Participate 10 times/month for 10 months within a 12-month period

How to Enroll in the Weight Management Program			
Participate in a Cleveland Clinic Tier 1 Weight Management Program or Get Counseling from a Tier 1 Registered Dietitian	Or, Join Weight Watchers in one of three ways:		
	Community Meetings	At Work Meetings	Online Subscription
<p>Participate in a Tier 1 Weight Management Program</p> <p>Contact the Tier 1 facility to inquire about available programs – there is no set calendar of offerings.</p> <p>Or, Get Counseling from a Tier 1 Registered Dietitian</p> <p>Set up an appointment with any Cleveland Clinic EHP Tier 1 registered dietitian. At main campus call 216.444.3046 or contact any Cleveland Clinic Family Health Center by visiting my.clevelandclinic.org/nutrition/appointments.aspx.</p> <p><i>Note: Registered Dietitian visits are not eligible for the \$100 incentive.</i></p>	<p>Call the dedicated Cleveland Clinic toll-free number 866.614.9130 to order vouchers and get a confirmation number.</p> <p>You should receive the vouchers in 5-7 business days. If not, give your team leader the confirmation code and at the second meeting, turn in two vouchers.</p>	<p>A list of scheduled meetings/locations is on the EHP and Employee Wellness Web sites.</p> <p>Anne Petric is the contact who coordinates the At Work meetings with Weight Watchers.</p> <p>Instructions for setting up at-work meetings are on the EHP and Employee Wellness web sites.</p> <p>NOTE: Individual WW visits are not paid for. Member employees must sign up for 13 or 18 week sessions. Member employees cannot sign up in the middle of a session.</p>	<p>Call the dedicated Cleveland Clinic toll-free number 866.614.9130 to obtain the promotion code to enroll online.</p>
<p>Once you join Weight Watchers, complete the EHP Weight Management Application. You can get it online at www.clevelandclinic.org/healthplan or www.cchs.net/wellness, or from the EHP by calling 216.448.0800. The application must be completed, signed and mailed back to the EHP within 10 days.</p>			

What to Do After You Complete Each Weight Watchers Session	
When You Complete a <i>Community Meeting Session</i> OR an <i>At Work Meeting Session</i> ...	When You Complete an <i>Online Subscription Session</i> ...
<ul style="list-style-type: none"> • Make a copy of both sides of your Weight Watchers membership booklet. (Before you copy it, make sure your name is on both sides of booklet.) • Mail the copy of your booklet to: Cleveland Clinic Corporate Employee Health Plan Attn: EHP Wellness 3050 Science Park Drive / AC332b Beachwood, OH 44122 	<ul style="list-style-type: none"> • Obtain a copy of your progress report online. Make sure your name is on it. • Make a copy of it. • Mail the copy of your progress report to: Cleveland Clinic Corporate Employee Health Plan Attn: EHP Wellness 3050 Science Park Drive / AC332b Beachwood, OH 44122

How to Enroll in the Physical Activity Program			
Join one of these Cleveland Clinic-Owned Fitness Centers			OR, Join <i>Curves</i>
W.O. Walker Health & Wellness Center	Fairview Hospital Cardiac Rehab/Fitness Center <i>(limited capacity)</i>	Parker Building Fitness Center <i>(Parker employees ONLY)</i>	
<ol style="list-style-type: none"> 1. Visit the W.O. Walker Health & Wellness Center and complete the fitness center registration forms and an EHP Physical Activity Application. 2. When you register at the center you must present your EHP medical ID card and employee ID badge. 3. The fitness center will mail your application with your original signature directly to the EHP. Faxed, electronic, or photocopied signatures will not be accepted. 4. The EHP will notify the fitness center that you have been approved for a 12-month, EHP-paid W.O. Walker Health & Wellness Center membership. 	<ol style="list-style-type: none"> 1. Call the Fairview Hospital Cardiac Rehab/Fitness Center to schedule an orientation to complete registration forms and an EHP Physical Activity Application. Orientation takes place as follows: <ul style="list-style-type: none"> • Mon., Wed., Fri: 6:00 am - 7:30 pm • Tues., Thurs.: 6:00 am - 2:30 pm 2. When you register at the center you must present your EHP medical ID card and employee ID badge. 3. The fitness center will mail your application with your original signature directly to the EHP. Faxed, electronic, or photocopied signatures will not be accepted. 4. The EHP will notify the fitness center that you have been approved for a 12-month, EHP-paid Fairview Cardiac Rehab/Fitness Center membership. 5. Fairview Cardiac Rehab/Fitness Center badge access will be activated when you have been approved. 	<ol style="list-style-type: none"> 1. Pick up and complete a registration form and an EHP Physical Activity Application. You can find these near the bulletin board by the fitness center. 2. Gather together the following materials: <ul style="list-style-type: none"> • a photocopy of your EHP medical ID card • a photocopy of your employee ID badge • all completed forms with your original signature (faxed, electronic or photocopied forms will not be accepted) 3. Send all these materials to Danielle Hrnyak through interoffice mail at W. O. Walker Health & Wellness Center (C-19). 4. The EHP will notify Danielle that you have been approved for a 12-month, EHP-paid Parker Building Fitness Center membership. 5. Parker Building Fitness Center badge access will be activated when you have been approved. 	<ol style="list-style-type: none"> 1. Make an appointment with the <i>Curves</i> facility you want to join and complete their <i>Curves</i> enrollment package and the EHP Physical Activity Program Application. 2. When you sign up you must present your EHP medical ID card and employee ID badge. 3. <i>Curves</i> will mail your application with your original signature directly to the EHP. Faxed, electronic, or photocopied signatures will not be accepted. 4. The EHP will notify <i>Curves</i> that you have been approved for a 12-month, EHP-paid membership. 5. Once your application is approved, you will receive a postcard from the EHP confirming receipt and <i>Curves</i> will issue you a membership card.*

A Note to *Curves* Members: If you join a *Curves* facility and then cannot participate for medical reasons, you will need to let the *Curves* facility know as soon as possible. If this happens, you must provide the manager at your *Curves* facility with a letter from your doctor stating that you will not be able to participate for medical reasons, and include the period of time your doctor believes you will be unable to participate. Under these circumstances, your *Curves* membership would not be extended to make up the time you were on medical leave, and your eligibility for the \$100 incentive would be impacted due to lack of participation in the Physical Activity Program.

*The EHP only pays for memberships for active EHP member employees. Employees who voluntarily or involuntarily terminate employment become financially responsible for these memberships. *Curves* requests a voided check or credit card as assurance that a membership will be paid.



Success Depends on Our EHP Employees!

We are monitoring participation levels, how well each program achieves its goals, and employee satisfaction with the programs. We will see what works, what doesn't, and then make necessary adjustments.

If participation is good, we will add new options and incentives to the EHP Wellness Programs, expand them to include spouses and dependents, and also roll them out to non-EHP Cleveland Clinic employees.

Employee participation in these wellness initiatives is critical to their success. Help us grow the programs so we can all get healthier and stay that way!



Cleveland Clinic Corporate Employee Health Plan
Administrative Office Customer Service Unit / AC332b
3050 Science Park Drive
Beachwood, OH 44122

FORWARDING SERVICE REQUESTED