



INNOVATION FOR A HEALTHIER PLANET

MOTIVATE ME!

2018 Incentive Awards Program Non-Cigna Subscribers

What is the Cigna Incentive Awards Program?

This program is offered to benefits eligible employees by the University to assist in rewarding employees for taking positive preventive measures over your health. If you take an online personalized health assessment you receive **\$50** in points! If you complete an annual physical exam you receive **\$50** in points! If you complete the *free* biometric health screening in March during one of the Wellness Fairs you receive **\$25** in points! There are so many easy ways for employees to earn award points.

How do I get started?

Complete a **biometric health screening** during 2018 by your physician or an independent lab. Your screening should include the following:

- Height/Weight
- Body Mass Index
- Waist Circumference
- Blood Pressure
- Total Cholesterol (HDL & LDL)
- Triglycerides

Any charges for these tests may be billed to your health insurance company. Claims should be coded as preventive so there is no charge to you.

How can I earn award points?

There are several ways to earn award points:

- **Biometric health screening** (\$25)
- **Personalized health assessment** (\$50)
- **Annual physical exam** (\$50)
- **Annual OB/GYN exam** (\$25)
- **Mammogram** (\$25)
- **Prostate cancer screening** (\$25)
- **Cervical cancer screening** (\$25)
- **Flu shot** (\$25)

How do I complete my personalized health assessment?

You can complete your personalized health assessment by visiting www.keeptomewell.org. At the end of the assessment it will give you the option to email and/or print a scorecard and various reports. Please print the **scorecard** and send it to Human Resources to show as proof of completion and to earn your \$50 in points.

How do I redeem my award points?

To redeem your award points you must show proof of completion by submitting a **Preventive Measures Confirmation Form** to Human Resources for each preventive measure taken.

To redeem your award points for the personalized health assessment you must show proof of completion by submitting the **scorecard** that is provided at www.keeptomewell.org.

You must submit the appropriate paperwork to HR by **November 30, 2018** in order to redeem your award points. All information submitted to HR is kept confidential.

What can I earn with my award points?

As you complete the necessary steps to participate in UNE's 2018 Incentive Awards Program you can redeem your award points in exchange for a Visa gift card.

When will I receive my Visa gift card?

Providing you have submitted the appropriate paperwork to HR by November 30, 2018 you should receive your Visa gift card by December 22, 2018.

For questions regarding the process for the Incentive Awards Program, contact Cat Martins at 602-2394 or cmartins@une.edu.



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Non-Cigna Subscribers Preventive Measures Confirmation Form

Dear Provider:

UNE's Incentive Award Program is offered to benefits eligible employees by the University to assist in rewarding employees for taking positive preventive measures over their health. UNE employees can earn award points that are redeemed in the form of gift cards by completing any of the below preventive measures:

- **Biometric health screening** (\$25)
- **Annual physical exam** (\$50)
- **Annual OB/GYN exam** (\$25)
- **Mammogram** (\$25)
- **Prostate cancer screening** (\$25)
- **Cervical cancer screening** (\$25)
- **Flu shot** (\$25)

By completing this form you are verifying that our employee has completed one of the above preventive measures.

Provider Name and Address:

Preventive Measure Completed: _____

Date Completed: _____

Provider Signature: _____ **Date:** _____

Provider: Once complete please fax to the UNE Human Resources department at 207-602-5902

I, _____, (full name of employee) hereby authorize _____
_____ (individual or organization holding the medical records) to release t
o the University of New England Human Resources department confirmation of my preventive
measures completed for the 2018 Incentive Awards Program.

Employee Signature: _____ **Date:** _____