Shontell A. Robinson

Director



Marcy S. Jackson Deputy Director

Human Resources Department

April 3, 2019

Dear Forsyth County Retiree:

It's that time again to enroll in the Forsyth County Wellness Program! Let us help you make positive changes this year, for your health. You and your spouse, if they are covered on our medical insurance, may join the Wellness Program in three simple steps:

Steps for Wellness Program Registration:

- Visit the registration website at <u>www.FCGregistration.com</u> where you can:
 - Step 1: Schedule a biometric screening appointment
 - Step 2: Complete your Personal Health Survey (HRA) (must be completed online)
 - Step 3: Register for the Personal Health Portal (optional but highly recommended)
- Attend your biometric screening appointment

* Please refer to the enclosed **2019 Wellness Program Detailed Registration Instructions** for assistance with completing Steps 1-3 and an email and phone number to contact with questions. These instructions are also provided online at:

http://forsyth.cc/HumanResources/Retirees.aspx

It is your responsibility to inform your spouse how to enroll in the Wellness Program. You and/or your spouse may schedule your biometric screening appointment and complete your HRA until Wednesday, April 24, 2019.

Biometric screenings will occur at the following times and locations:

Public Health: Room MR II Thursday, April 25th (1:00pm – 7:00pm) Monday, April 29th (7:30am – 1:30pm) Government Center: 4th Floor Room A Friday, April 26th (8:00am – 2:00pm) Tuesday, April 30th (8:00am – 2:00pm) Wednesday, May 1st (8:00am – 2:00pm)

*Make-Up Day: Friday, May 3rd (7:30am – 1:30pm)

*Make-Up Day: Thursday, May 2nd (8:00am – 2:00pm)

Starting this year, Forsyth County will be providing the Wellness Program in partnership with Wake Forest Baptist Health, which uses an evidence-based Health Risk Assessment (HRA) and biometric screening platform called Applied Health Analytics. Following the completion of your HRA and screening, you will receive a full report of your results and risk assessment in the mail, and you will also be able to download your report from the online Personal Health Portal. This report will help you to understand your results and to focus on behavior changes that can minimize your risks for developing chronic conditions.

If you have a medical condition for which meeting the incentive would be medically inappropriate for you, please contact Katie Ivers from Wake Forest Baptist Health at (336) 409-9056 or <u>kivers@wakehealth.edu</u> for an alternative method to qualify. For easy registration and the best Wellness Program experience, we highly recommend that you:

- Set aside 20 minutes to complete <u>all 3 registration steps online</u>, <u>in order</u>, <u>in one sitting</u> at <u>www.FCGregistration.com</u>. This way, you will be automatically taken from one step to the next, and your information will carry over so you will not have to enter it three times!
- Use the legal name that the County has on file for you throughout all 3 steps of the registration process, and when completing the paperwork the day of your screening appointment.
- Register for the **Personal Health Portal** at the end of the HRA to be able to <u>reschedule your screening</u> <u>appointment (if needed)</u>, view HRA and screening results (when ready), track your progress year to year and much more! If you choose to register for the Portal, you will need to create a new username and password of your choice, <u>as accounts and links from previous years will not work this year</u>.
- Provide an **email address** when completing all 3 registration steps in order to receive your screening appointment confirmation and a notification when your results are ready to view on the Portal. If you do not have an email address, you <u>must</u> provide a phone number instead.
- Schedule your screening online at <u>www.FCGregistration.com</u>. If you do not have access to a computer when scheduling your screening, you may call the Wake Forest Baptist Health screening scheduling line at (336) 713-5988 to schedule or reschedule your appointment. However, please note that your HRA must be completed online, <u>so completing all 3 steps online is highly recommended</u>.
- Come on time for your biometric screening appointment to prevent backups and delays.
- It is recommended that you **fast for 8 hours** before your screening appointment time but a minimum of 6 hours is required to ensure accurate results. Please refer to the enclosed chart for guidance on when to eat in relation to your appointment time in order to fast. Medications and water are permitted.

Additional Information:

If you and/or your spouse choose not to enroll in the Wellness Program, please complete and return the enclosed declination form by mail, email <u>hr@forsyth.cc</u> or fax to (336) 727-2193.

We would like to collect email addresses for all retirees. Please update and return your contact information on the enclosed form by mail, email <u>hr@forsyth.cc</u> or fax to (336) 727-2193.

If you have any questions or need assistance, please call Human Resources at (336) 703-2400 or email <u>hr@forsyth.cc</u>.

To Your Health,

The Forsyth County Human Resources Team

Enclosures: 2019 Wellness Program Detailed Registration Instructions Fasting Chart Declination Form Contact Form (As Applicable) Notice for Healthkick Program