



MILLARD WELLNESS PROGRAM 2019-20 School Year **UPDATED DEADLINES DUE TO COVID-19**

If you wish to be eligible for a possible Wellness Premium Incentive starting September 1, 2020, all program requirements must be completed no later than **August 31, 2020**. **The deadline has been extended due to COVID-19. You must now complete your wellness requirements including the Aetna health assessment and the wellness screening by August 31, 2020.** ~~May 31, 2020.~~ However, we recommend you complete both the health assessment/questionnaire and wellness screening **by August 15, 2020** in order to confirm completion on the Millard Public School's employee access center (EAC) website.

Please note this does shorten the wellness requirement window for the next school year. The wellness window for 2020-2021 will start **September 1, 2020**. *You will have from September 1, 2020 to May 31, 2021 to complete the health assessment and wellness screening to apply for the discounted health premium starting September 1, 2021. **Note:** the personalized physician's form will not be available until October 1, 2020.*

Completing your Wellness Screening:

You must create an account and register with [Quest Diagnostics](#) for your wellness screening. **Registration key: millardps** Detailed instructions are posted on the [Millard Public Schools website](#).



Quest Registration and Log In [Instructions](#).

Or you may go to your doctor and use the [Physicians Results Form](#). To access the form, you must register with [Quest](#) and download the personalized form.

Completing your Health Assessment/Questionnaire:

Login or register at [Aetna.com](#). There are three ways to get to your health assessment. [Instructions are posted on the MPS website](#).

Note: If you are not currently enrolled in the Millard Public Schools health benefits, please email HR to be added as a participant for the wellness program so you can register for the screening and take the health assessment: mpsbenefitsq@mpsomaha.org. ***It does take several weeks before you can register.***



Millard Wellness Program FAQs

- **What is the Wellness Program?**
Millard Public Schools partners with Quest Diagnostics and Aetna to provide a personal and confidential health management program designed to improve your health and reduce healthcare costs. Quest offers onsite wellness screenings at multiple Millard Public Schools locations for your convenience. An online Health Assessment/Questionnaire is available through [Aetna.com](#).

- **What is a Wellness Screening?**

District hosted onsite wellness screening includes a comprehensive blood draw, blood pressure check and height and weight measurements. Additionally, you may choose to schedule a screening at the Quest Patient Service Center or download personalized Physician Results Form to take to your Medical Provider. The personalized form is available on the Quest website after 7/1/2019. Please note, lab and biometric measurements must occur and be submitted between **June 1, 2019** and **August 31, 2020**.

- **I have not participated in the Wellness Program, how do I start?**

1. Create your account and register with Quest Diagnostics. Detailed instructions are posted on the Millard Public Schools website. You may register for a screening at one of the Millard locations, or download the personalized Physician Results Form to take to your physician, or attend a screening at the Quest Diagnostics location in Omaha by calling 1-855-623-9355.
2. Register on Aetna.com to complete your health assessment.

Note: *If you are not currently enrolled in the Millard Public Schools health benefits, please email HR to be added as a participant for the wellness program and to be able to register for the screening and to take the health assessment: mpsbenefitsq@mpsomaha.org. It does take several weeks before you can register.*

- **The Health Screening is now non-fasting. What is tested in the on-site comprehensive blood draw?**

The blood collected during the health screening will be tested for the following items: Direct LDL, HDL, calculated TC/HDL, total cholesterol, and HgbA1c.

- **What is a Health Assessment/Questionnaire?**

The Health Assessment is a comprehensive set of questions about your health history and current health. The information you provide and the results from your Wellness Screening are used to create your own online Health Report. This provides a snapshot of your current health, lifestyle, habits, and risk factors. Then find out what's suggested to keep you on your path to better well-being

- **What is the deadline for completing my Wellness Screening and Online Health Assessment/Questionnaire?**

Both requirements must be completed by **August 31, 2020**. Complete both requirements by August 15, 2020 in order to check for completion on the employee access center.

- **I am having trouble registering or logging into Aetna.com to complete my health assessment/questionnaire, what should I do?**

Contact Aetna customer service at 1-888-751-4027. Note: *If you are not currently enrolled in the Millard Public Schools health benefits, you will need to contact HR to be added to the wellness program.* Email mpsbenefitsq@mpsomaha.org.

- **I am having trouble registering or logging into Quest Diagnostics to register to see my screening results, what should I do?**

Contact Quest customer service at 1-855-623-9355 and be sure to use the registration key: **millardps**. Note: *If you are not currently enrolled in the Millard Public Schools health benefits, you will need to contact HR to be added to the wellness program.* Email mpsbenefitsq@mpsomaha.org.

- **How can I be sure Quest gets my personalized physician's results form?**

Upload your Physicians Results Form using your phone. If you go to your physician for the screening you can upload the form yourself. This way you will get confirmation of receipt immediately. You can also fax the form to Quest but it is the employee's responsibility to make sure the form is received prior to the deadline.

- **Walk-ins for screenings:** If you did not register for a biometric health screening and show up to the event, walk-ins will be accommodated on a first come, first serve basis while supplies last. *Supplies are limited.*

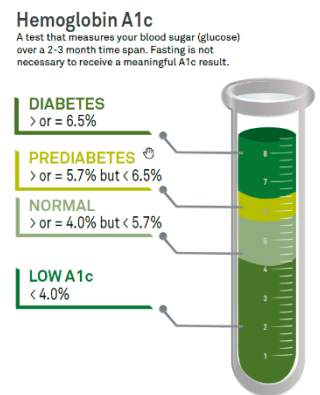
- **I am unable to make my wellness screening appointment, what should I do?**

Please be sure to cancel your appointment so others may take advantage of your cancellation. Contact Quest customer service at 1-855-623-9355 or log into Quest to cancel your appointment.

- **What are the benefits to participating in the wellness program?**

The program helps you determine what you're doing right and why doing these actions are important. You will find your top health risks and find you where you can improve and why you need to take action. The health risk grid lets you see how you're doing across 15 different health categories.

- **Who has access to my Personal Health Information?**



You are the only person with access to your information. The wellness program through Aetna and Quest Diagnostics complies with all HIPPA and all applicable federal regulations.

- **What are the goals of Aetna and Quest Diagnostics?**

We believe information is power. By providing you with your current health status and the resources to understand and make healthy behavior changes, we empower you to be proactive in managing your health and making it a top priority in your life.

- **What are the goals of the Millard Public School’s wellness program?**

The District believes our greatest resource is people. This program gives employees the opportunity to be an active participant in their personal wellness. The goal is to have happy, healthy and engaged employees offering the highest opportunities for our students.

- **What will Millard Public Schools learn about my health?**

MPS will not be the recipient of any personal health information. MPS will only learn if you participated or not. Only aggregate data will be shared with MPS.

- **Who is eligible to participate in the wellness benefit?**

All MPS employee groups and spouses are eligible to participate as long as the employee is scheduled to work a minimum of 20 hours per week. Note: *If you are not currently enrolled in the Millard Public Schools health benefits, you will need to contact HR to be added to the wellness program.* Email mspbeneftsq@mpsomaha.org.

- **Do I have to participate?**

No, your participation is completely voluntary. Please keep in mind if you choose to participate, you may be eligible to receive an additional District contribution to your health insurance premium the following school year.


- **Does my spouse have to participate?**

No, your spouse’s participation is completely voluntary and does not affect your health insurance premium. Only the primary carrier of the insurance needs to participate to continue receiving the 100% paid benefit if both you and your spouse are both employed by MPS.

- **I have a spouse that works in the District, how do I participate?** You may register as a spouse using MS and your spouse’s employee number to participate in the wellness program.

Wellness Requirements

To protect your privacy, Aetna does not share the health assessment/questionnaire details or the wellness screening results with Millard Public Schools. Millard is only provided with the information of the date when the requirements have been met prior to the deadline. **Remember, it is the employee’s responsibility to confirm both requirements are complete.**

 **Check for completion** Please remember, it is the employee's responsibility to confirm HR has a record that you have completed both the wellness screening and the health assessment requirements.

You may log into the Employee Access Center (EAC link below under useful links) and on the left-hand menu, under “Employee Tasks,” click on “Deductions and Benefits” to find your completion status.

If you see “**NEXT YR WELL SCREENING**” Quest Diagnostics has a record that you have completed the wellness biometric screening. If you see “**NEXT YR WELL ASSESSMENT**” you have completed the health assessment through Aetna Navigator. Below is an example of how to determine you have satisfied all wellness program requirements for the next school year.

Deduction Title	Status
NEXT YR WELL SCREENING	Active
NEXT YR WELL ASSESSMENT	Active

Both program requirements must be completed prior to the **August 31 deadline** in order to be considered for discounted health premium starting September of next school year. *Please note that may take at least a week for each requirement to show completed on the EAC.*

2019-20 School Year: If you participated last school year by completing your health screening and health risk assessment (questionnaire) prior to the deadline, you are eligible to receive the wellness incentive for the 2018-19 school year. You may log into the employee access center (EAC) any time after 9/1 to see if you are eligible

WELLNESS PARTICIPANT	Active
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for the health premiums discount starting 9/1/2018. If you met the requirements last school year then you should see the following graphic under employee tasks - deductions and benefits.