



Because *my*Well-Being matters...

## 2014 *my*Well-Being Preventive Screenings, Checklist and Incentive Program – For a Healthier and More Productive Life

### Eligibility

The following are eligible for the *my*Well-Being Preventive Screenings:

- U.S. mainland and Puerto Rico employees who are Full- or Continuous Part-Time and those on Short-Term Disability and Workers Compensation
- Salaried employees in Hawaii
- U.S. Inpats
- U.S. Expats
- Employees on Long-Term Disability or COBRA
- Spouses, domestic partners and dependents (age 18 up to 26) of eligible employees
  - Continuous Part-Time employee spouses, domestic partners and dependents are *not* eligible
- U.S. mainland and Puerto Rico Pre-65 retirees who are on a Hershey medical plan; Hawaii Pre-65 salaried retirees who are on a Hershey medical plan

You do not have to be covered by a Hershey medical plan to participate in the *my*Well-Being Preventive Screenings and Incentive Program, except as indicated.

### What are the *my*Well-Being Preventive Screenings?

Getting the proper preventive screenings (laboratory work and physical exam) based on your age and gender go hand-in-hand with completing the Well-Being Assessment (see the *Well-Being Assessment* resource document). People who get appropriate preventive screenings accept responsibility for their health and well-being and are generally healthier and more productive.

When you get your preventive screening, take the checklist on the last page with you. It contains the medical information you need to complete the Well-Being Assessment and the required health data that incentive-eligible participants need for the Preventive Screenings incentive.

The Hershey Company provides 100% coverage for preventive screenings as described in each medical plan's preventive schedule. Go to [myHR.hersheys.com](http://myHR.hersheys.com) > keyword search "preventive" to see what your medical plan covers. Remind your doctor to code your bill as "preventive," for the covered

services. If you do not have access to [myHR.hersheys.com](http://myHR.hersheys.com) or you are not covered by a Hershey medical plan, call your insurer directly.

### **Your Personal Health Data is not Shared with Hershey**

Your Well-Being Assessment and preventive screening medical information and health data are not shared with The Hershey Company. Only aggregate data is shared with Hershey by the vendors associated with the *my*Well-Being Program, such as Healthways and Quit for Life (tobacco cessation). If you meet certain health criteria, you may be referred by Healthways to the Clinical Coaching and/or Quit for Life programs.

### ***my*Well-Being Incentive Program**

The following are eligible for the *my*Well-Being Incentive Program:

- U.S. mainland and Puerto Rico employees who are Full- or Continuous Part-Time and those on Short-Term Disability and Workers Compensation
- Salaried employees in Hawaii
- U.S. Expats
- Spouses, domestic partners and dependents (age 18 up to 26) of eligible employees
  - Continuous Part-Time employee spouses, domestic partners and dependents are *not* eligible

You do not have to be covered by a Hershey medical plan to participate in the *my*Well-Being Preventive Screenings and Incentive Program.

### ***my*Well-Being Preventive Screenings Incentive**

The *my*Well-Being Preventive Screenings incentive rewards you for getting the proper preventive screenings (laboratory work and physical exam) based on your age and gender.

Incentive-eligible participants may receive up to \$200 after completing the *my*Well-Being Preventive Screenings. Incentive limits apply.<sup>1</sup>

To submit your *my*Well-Being Preventive Screenings incentive, do the following:

1. Go to the [mywell-being.incentive.hersheys.com](http://mywell-being.incentive.hersheys.com) website. This website can also be accessed on [myHR.hershey.com](http://myHR.hershey.com) or in the footer of the [mywell-being.hersheys.com](http://mywell-being.hersheys.com) website
2. From the left-hand navigation panel, select "*my*Well-Being Preventive Screenings"
3. If you previously entered your personal data, your First Name, Last Name, DOB, Gender and Zip Code fields may already be populated. If these fields are blank, type in your information

---

<sup>1</sup> 2013 incentive limits are \$600 for employees and \$1,000 for families including employee.

4. Enter the values/results from your preventive exam and lab work. All fields must be completed with accurate information before submitting in order to receive your incentive
5. After entering your medical information, hit "Submit"
6. You will land on a screen acknowledging submission of your incentive

Here is additional information about the *myWell-Being* Preventive Screenings incentive:

- You must use lab values and exam results received from an exam at your primary care physician's office – not from a health fair or similar event
- You can enter future-dated lab values/results
- The acceptable date range for lab values/results that you can use is from January 1, 2013, through December 31, 2014
- You are not required to get a preventive exam if you are not due for one (see your medical plan's preventive schedule). In this case, use your previous-year's lab values/results
- A mammogram and OB/GYN yearly visit are not required for the 2014 *myWell-Being* Preventive Screenings Incentive, but may still be part of your medical plan's preventive schedule

You can check when the *myWell-Being* Preventive Screenings incentive has been logged (i.e., when the incentive tracking system recognizes that you have completed this incentive) by going to the [myWell-Being website](#) > Rewards Center tab. A green star should appear within ten days after completing the incentive.

Incentive payments will be included in the Hershey employee's pay statement (as taxable income) four-to-eight weeks after incentive completion. An employee's entire family is paid in one amount as a single line item and identified on the pay statement as "EE Well Being." All incentives must be completed on or before November 30, 2014.

See the *myWell-Being Incentive Program* resource document on [myHR.hersheys.com](http://myHR.hersheys.com), [mywell-being.hersheys.com](http://mywell-being.hersheys.com) or [mywell-being.incentive.hersheys.com](http://mywell-being.incentive.hersheys.com) for more information.

*Hershey is committed to helping you achieve your best health. You can earn incentives under the myWell-Being Program through health-based outcome options, activity-based options and participatory options. If you think you might be unable to complete an outcome or activity-based option, you can qualify for the same overall incentive amount by earning incentives through the participatory options instead. If you think you might be unable to meet a standard for the incentive, we will work with you (and, if you wish, your doctor) to find a program with the same incentive that is right for you in light of your health status. Contact us at 1-800-878-0440 for further details.*



Because *my*Well-Being matters...

## *my*Well-Being Preventive Screenings Checklist

Use this checklist to help you complete your Well-Being Assessment. Take it to your preventive exam or anywhere you will complete the Assessment or submit your Preventive Screenings incentive. **All fields are required.**

Remind your doctor to code your bill as "preventive," for the covered services.

Enter Date of Birth in mm/dd/yyyy format.

First Name

Last Name

Date of Birth

Gender

Zip Code

Date of Physical

Physician First Name

Physician Last Name

Physician City

Physician State

Height (feet)

Height (inches)

Weight (pounds)

Waist (inches – measure between the lowest rib and top of your hips)

Blood Pressure (Systolic)

Blood Pressure (Diastolic)

Total Cholesterol

HDL Cholesterol

LDL Cholesterol

Triglyceride Number

Blood Sugar Level (Glucose)

Fasting/Non-Fasting