

## Guide to Understanding and Completing the 2022 Wellness Program Activities

This document will list all available wellness activities for the 2022 wellness program and provide details on how to access and complete each of these items. Employees hired on or before 1/3/2022 may participate in this program and be eligible for the annual reward. Participating employees will need to complete at least one eligible wellness activity in each of the first three quarters in 2022 and remain employed through the end of 2022 in order to receive their reward in January 2023.

<b>Available Wellness Activities</b>	<b>How to Complete</b>
Complete Biometric Screening  <b>Only Available for employees currently on the BPC Plasma Medical Plans</b>	Download physician form from wellness portal, take to your primary care physician, and upload your completed form to Asset Health through the portal. Documentation of Biometric Screenings completed during the 4 <sup>th</sup> quarter of 2021 may be submitted during the 1 <sup>st</sup> quarter of 2022 as long as BMI, Blood Pressure, Total Cholesterol, HDL, LDL, Triglycerides, and Glucose are all recorded.
Complete Health Assessment <b>and</b> any one wellness course	Health Assessment is available on the home page of the wellness portal. Wellness courses can be found under the Courses tab located at the top of the home page.
Virtual Grocery Store	Virtual Grocery Store can be found under the Courses tab.
Complete a SMART Goal	Smart Goals can be found under the Smart Goals tab. Click on “click here” to learn more about Smart Goals, including how to complete them for credit.
Log 495,000 steps in a quarter through your device	Connect your tracking device (including smart phones) to Asset Health on the home page to start tracking your steps. Click the Device Sync Instructions link for assistance. Connecting your device here will also help track your steps during quarterly step challenges.
Log 15 or more visits to a Gym during a quarter using Gympass	Simply join Gympass by purchasing a discounted fitness membership and check-in 15 or more times during a quarter to receive credit for that quarter. Join Gympass today by: <ul style="list-style-type: none"> <li>• Downloading the Gympass app and select sign-up for free</li> <li>• Enter company name “<b>BPC Plasma</b>”</li> <li>• Enter your employee ID number</li> <li>• Follow onscreen instructions, choose a membership tier, set up your payment and get started!</li> </ul>
Completion of approved preventive exam*	On the home page, click on the Preventive Exam icon, then click on the “Report” button to certify completion of an approved preventive exam. Once complete, you will be prompted to upload documentation of completion (example: Explanation of Benefits).
Completion of approved community service activity**	On the home page, click on the Community Service Activity icon, then click on the “Report” button to certify completion of an approved community service activity. Once complete, you will be prompted to upload documentation of participation.
Wellness Challenges	Simply participate in and successfully complete a quarterly step challenge to earn credit for that quarter. Remember to sync your tracking device on the home page of the wellness portal.

\* Approved Preventive Exam include – Dental Exam, Mammogram, Vision Exam, Pap Smear, Osteoporosis Screening, Prostate Exam, & Skin Cancer Screening

\*\* Approved Community Service Activities include – In-person 5K (or longer walk/run), Three hours of volunteer activity for a non-profit type of organization, & Weekly participation in a

