

Smart Steps

Where workplace wellness works for you

Did you know you can reduce your risk for a chronic illness, such as heart disease, diabetes and cancer? These illnesses can often be controlled through lifestyle changes such as a healthy diet and regular physical activity. These tools and resources can help you live a healthier life.

Measure	Program goal	What is Smart Steps?
Annual Physical	Complete and send 'Annual physical and preventive screening' form	Your health today depends a lot on your food and physical activity choices. You probably know that – but even if you’ve made the decision to get on the path to a healthier lifestyle, it can be hard to know where to begin. Your personalized plan through your employer will help you take “Smart Steps” toward improving your overall health and wellness.
Health Assessment	Complete	

Your program at Saks and Company

Step 1: Submit verification form showing annual physical and preventive screening.
by November 29th, 2024

- Valid dates of screening completed by a health care provider between July 1st, 2023, and forward

Step 2: Complete your health assessment by November 29th, 2024.

- Complete your health assessment on your own by logging into wellness.geisinger.org
- Valid dates of health assessment completion between January 1st, 2024, and forward

Step 3: Meet all program goals and requirements by goal deadline on **November 29th, 2024.**



Program information and FAQs

Participant Declaration

This is a voluntary wellness program and is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease. By choosing to participate, you will be required to verify your results by participating in the on-site screening, providing documentation of recent lab work or providing documentation from a physician, if required. If documentation has not been provided and/or required health screenings have not been completed by the submission date outlined in the program summary, you will not be eligible to receive the incentive. If results are not at goal at the time of the screening, you will have an opportunity to improve your results and be re-evaluated if applicable.

In accordance with the Genetic Information Nondiscrimination Act of 2008 (GINA), GHP will not ask for genetic information. If you and/or your spouse/domestic partner, as applicable, voluntarily provide genetic information, such information will not be used in conjunction with any earned incentive determinations.

Your personally identifiable health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. By participating in this program, you acknowledge your understanding of the eligibility requirements and agree to the terms outlined above.

Why should I participate in this program?

This program focuses on preventing chronic conditions and improving overall health and wellness. This can often lead to more energy, less stress and fewer visits to the doctor's office. Knowing your health numbers is the best way to identify and prevent serious health conditions.

Does my spouse need to participate?

Couples who work together are more likely to achieve their healthy lifestyle goals. Each program is customized by your employer. If your program includes spouses, they will need to participate to earn their incentive.

How do I submit results?

Mail, email, fax or bring them to your workplace wellness screening staff. Use the medical results form or print a copy of your medical record — and be sure to submit all results by the listed deadlines.

What is classified as tobacco use?

Tobacco use is defined as the use of any tobacco product four or more times per week within the last 6 months. Religious or ceremonial use of tobacco is allowed, such as by Alaska natives or Native Americans.

How do I use my lab voucher?

Your lab voucher is valid during the dates listed on the front. Valid lab locations, times and phone numbers are listed on the back. Vouchers can only be used at listed lab locations. If you use a lab that is not on the list, you will be responsible for full payment.

How do I prep for a wellness blood draw?

This lab requires an 8-hour fast. When fasting, avoid eating or drinking anything other than water, plain tea, or black coffee. Take any needed medications as normal.

What is the difference between the participation deadline and the goal deadline?

The participation deadline is the deadline to have all program metrics submitted. The goal deadline is the last date to complete all program goals and requirements.

How can I check my program status?

Log onto the portal at wellness.geisinger.org or call 866-415-7138 with questions.

What options do I have if I feel I cannot meet the program requirements?

If it is unreasonably difficult for you to meet the program requirements (due to a medical condition) or if it is medically inadvisable to attempt to meet the program requirements, call 866-415-7138 for a list of alternative ways to qualify. Note that these alternatives need to be requested before your program's participation deadline and completed by the goal deadline. Reasonable alternatives typically take at least four weeks to complete, so get started as soon as possible.

How can I contact the health and wellness department?

Phone: 866-415-7138

Fax: 570-214-7742

Email: wellness@geisinger.edu

Mail: Geisinger Health Plan
Health and Wellness Department
100 N. Academy Ave.
Danville, PA 17822-3232

Annual physical and preventive screening verification

I confirm that _____ visited my office on _____
(printed patient name) (DD/MM/YYYY)

and was provided with an annual physical exam.

All of the patient's preventive screenings and recommendations are considered up to date. (i.e., mammogram, colonoscopy, prostate exam)

- Yes
- No, but preventive screening recommendations were discussed

Section 1		Signatures (to be completed by the physician's office)	
Provider name (please print):		NPI#:	
Provider signature:		Date:	
Provider address:		Phone number:	
Section 2		Participant Information (to be completed by participant)	
Participant name (last, first, middle initial):		Participant date of birth:	
Participant signature:		Date:	

Note to patient: Remember to complete the required biometrics and send any results to Geisinger Health and Wellness.

This form may be faxed, mailed or emailed directly to:

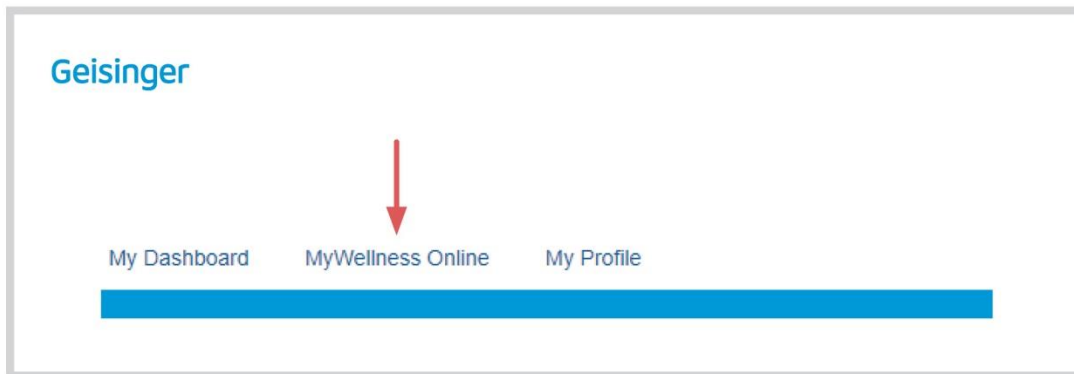
Geisinger Health and Wellness
100 N Academy Ave. Danville, PA 17822-3232
Phone: 866-415-7138 Fax: 570-214-7742
Email: wellness@geisinger.edu



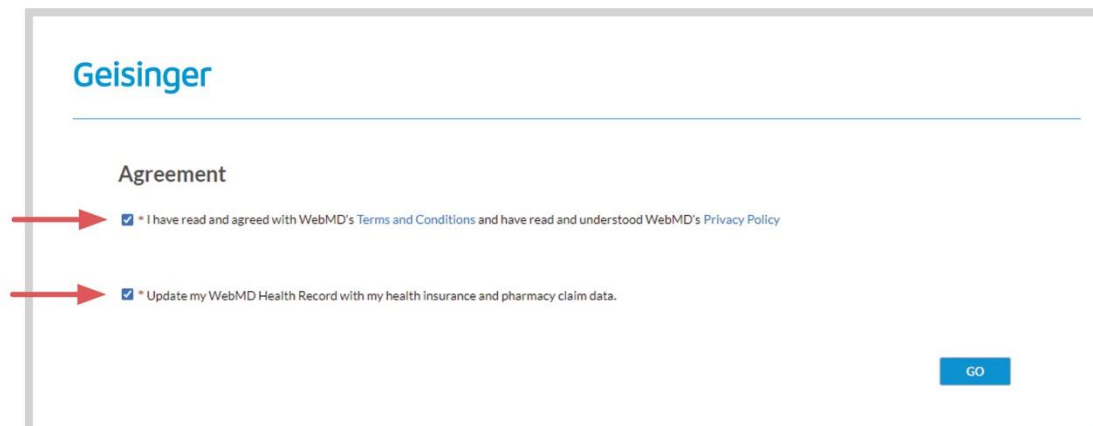
Smart Steps

Wellness Assessment instructions

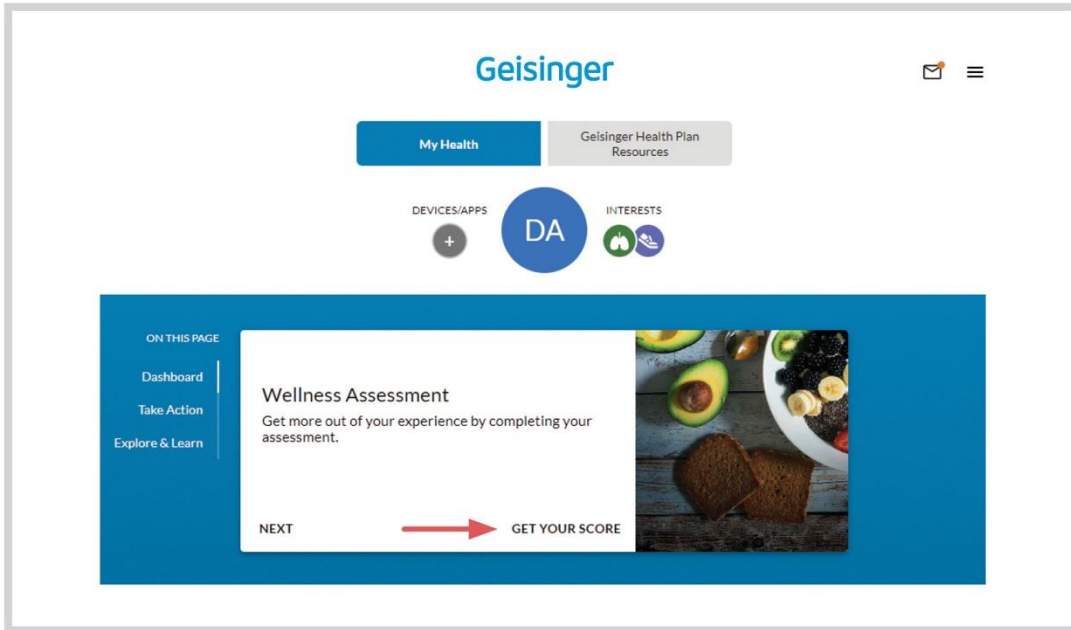
1. Log in or sign up at wellness.geisinger.org. Click on 'MyWellness Online'.



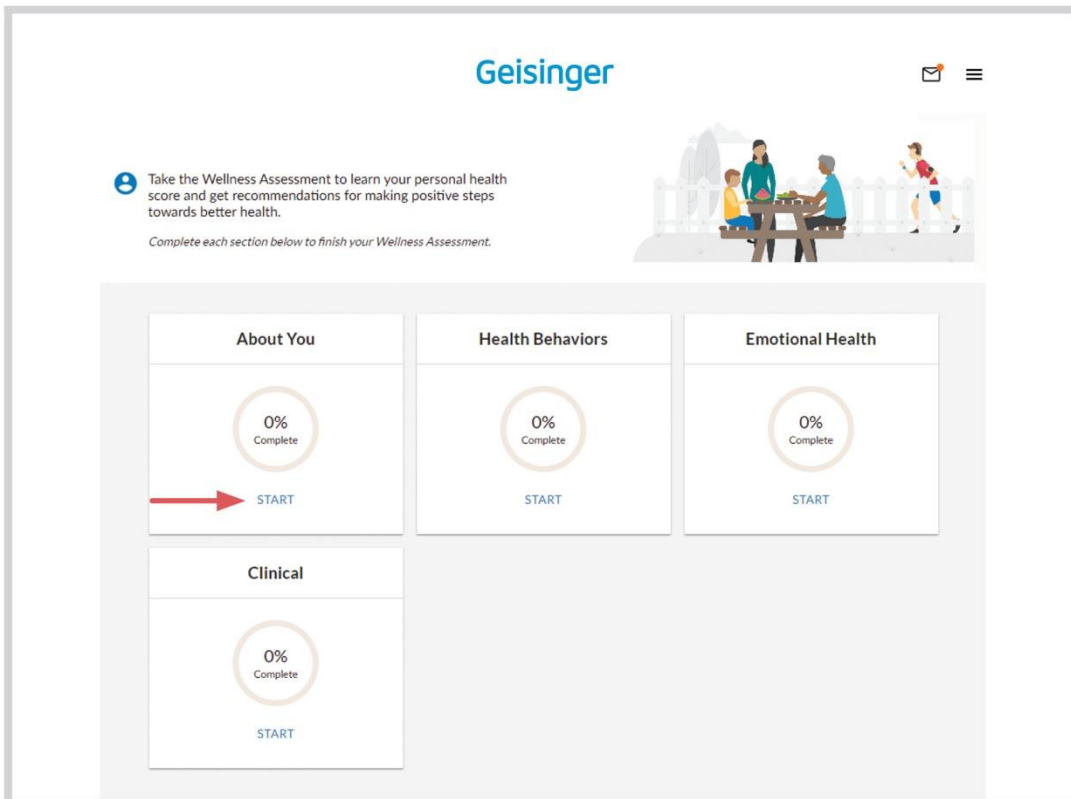
2. Complete approvals.



3. Click 'Get Your Score' or find that option in the menu.



4. Click 'Start' under 'About You'.



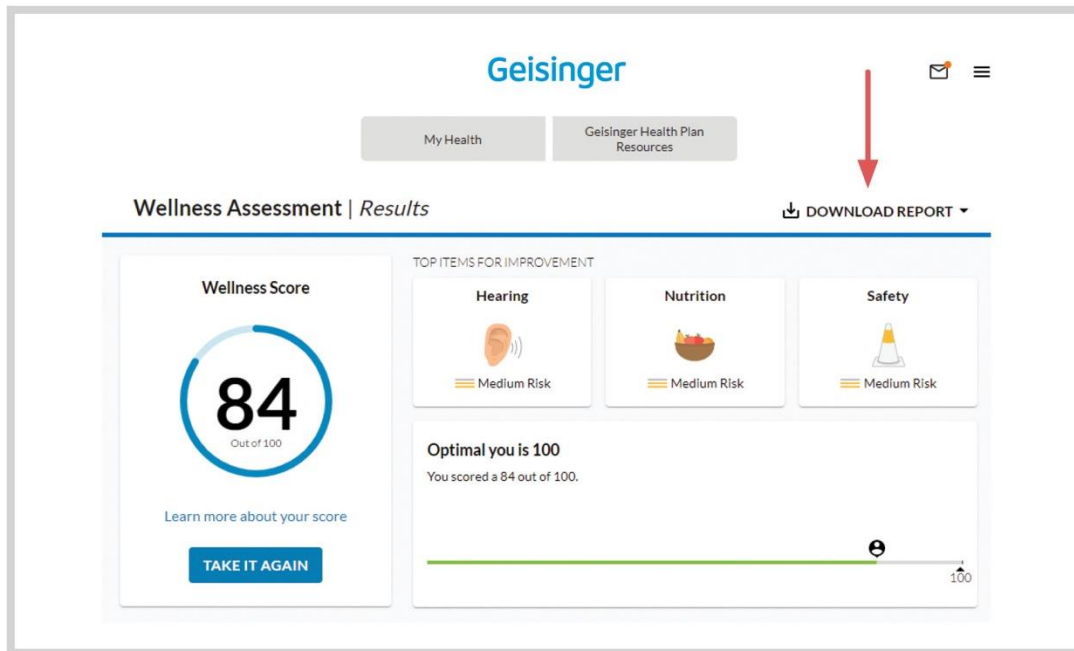
5. Answer questions.

The screenshot shows the 'Nutrition' section of a Geisinger Wellness Assessment. On the left is a sidebar with a 'Wellness Assessment' menu containing categories like 'About You', 'Health Behaviors', 'Physical Activity', 'Nutrition', 'Alcohol Use', 'Tobacco Use', 'Sleep And Fatigue', 'Safety', 'Emotional Health', and 'Clinical'. The 'Nutrition' section is currently selected. The main content area is titled 'Nutrition' with a '1/1' indicator. It includes a note: 'All questions are required unless marked as optional.' The first question is 'In an average day, how many servings of fruits and vegetables do you eat?' with a dropdown menu set to '5 or more'. The second question is 'In an average day, how many servings of whole-grain foods do you eat (may be gluten free)?' with a dropdown menu set to '1-2'. The third question is 'How many servings of nuts and seeds do you typically eat each week?' with a dropdown menu set to '1-2'. The fourth question is 'Are you interested in making changes to your eating habits?' with a dropdown menu set to 'Yes, I'm ready to work on this'. At the bottom right are two buttons: 'SAVE & EXIT' and 'NEXT'.

6. When you complete all sections, click on 'Get My Score'.

The screenshot shows the 'Healthcare Utilization' section of a Geisinger Wellness Assessment. The sidebar on the left is similar to the previous section but includes 'Healthcare Utilization' as the selected category. The main content area is titled 'Healthcare Utilization' with a '1/1' indicator and the same note: 'All questions are required unless marked as optional.' The question is 'In the past 12 months, excluding pregnancy, how many times have you...'. It contains three dropdown menus: the first for '... been to a doctor's office/clinic visit?' is set to '1'; the second for '... used telehealth services?' is set to '0'; and the third for '... been to an emergency room?' is set to '0'. A fourth dropdown menu for '... stayed one or more nights in a hospital?' is also set to '0'. At the bottom right are two buttons: 'SAVE & EXIT' and 'GET MY SCORE', with a red arrow pointing to the 'GET MY SCORE' button.

7. View or download the report where you'll see your completion date.



Questions? Email wellness@geisinger.edu or call 866-415-7138.

Additional member benefits

Wellness online

Visit [GeisingerHealthPlan.com](https://www.geisingerhealthplan.com) to login and start your wellness assessment today! Track and analyze your personal health, nutrition and fitness data all in one place at no cost to you.

Healthy Rewards*

Participate in healthy activities and be reimbursed up to \$100/single and \$200/family annually when you fill out the reimbursement form and complete the wellness assessment. For more information, visit [GeisingerHealthPlan.com](https://www.geisingerhealthplan.com).

Mail-order pharmacy

If you have Geisinger Health Plan (GHP) insurance, our mail-order pharmacy saves you time and money with medications delivered right to your doorstep. Our 90-day refill prescription medicine program is cost-saving and convenient, reducing copays for you and your family with medication sent directly to your home. Call us at 844-878-5562.

Local discounts

All you need is your member ID card to save on fitness center memberships, eyeglasses, contact lenses, chiropractic care, massage therapy and more! Start exploring your options. Log into [GeisingerHealthPlan.com](https://www.geisingerhealthplan.com).

Active and fit

Get a membership to a network of local fitness centers and select YMCAs for just \$25 per month (plus a \$25 enrollment fee and applicable taxes). Search for fitness locations online by logging into the Geisinger Health Plan member portal.

Customer care

Our dedicated customer care team puts you first and makes it easy to get the answers you need. You can reach customer care by calling the number listed on the back of your ID card or by visiting [geisinger.org/health-plan/about/contact-us](https://www.geisinger.org/health-plan/about/contact-us).

Tel-A-Nurse

You can get the answers you need by picking up the phone and calling a registered nurse 24/7. Use this service for health information and advice on a wide range of medical questions with no copay or extra charge. Call Tel-A-Nurse at 877-543-5061.

Health coaching

Gain the support and encouragement you need to reach your individualized health and wellness goals with a Geisinger health coach. To learn more or to schedule an appointment, call 866-415-7138.

Care team

Our care team works with you to help set and achieve personal health goals, from lifestyle changes to complex condition management and behavioral health needs. Multiple teams collaborate behind the scenes to individualize services and programming to help you live the best life possible.

Urgent care

Urgent care facilities can help with a wide variety of medical conditions that aren't life-threatening but should be treated in less than 24 hours. To find an urgent care location near you, visit [go.geisinger.org/UrgentCare](https://www.geisinger.org/UrgentCare).

Healthcare coverage after retirement

When you need healthcare coverage after retirement, continue your journey to overall wellness with Geisinger Gold Medicare Advantage.

In addition to comprehensive benefits, some of which are not offered by Original Medicare, you can continue to take advantage of many of the wellness and health management programs, mail-order pharmacy, and other extras you depend on.

To learn more about Geisinger Gold, call 800-482-8163.

*This benefit is only available for qualifying GHP members.