Accessing the BCBS A Healthier You Portal	2
How do I access the BCBS A Healthier You Portal?	2
What if I forgot my username or password?	2
How do I know what email is associated with the BCBS A Healthier You Portal?	2
Health Risk Assessment (HRA)	2
How do I access the HRA?	2
Will I need to complete the HRA before the Biometric Screening?	2
Will the HRA be offered onsite at the Screening?	2
Biometric Screenings	3
Who is eligible to participate in the screening?	3
How do I receive the premium discount on my Medical Insurance?	3
What dates will the screening be held?	3
Where will the North Kansas City Schools screenings take place?	4
How do I make an appointment for health screenings?	4
What do I need to bring to the screening?	4
Is this a non-fasting or fasting fingerstick test?	4
What is the difference between a non-fasting and fasting fingerstick test?	5
What should I expect from the screening?	5
What happens if I miss the appointment?	5
What if the available time slots do not work for my schedule?	6
Will there be someone who speaks Spanish?	6
When will the screening data be uploaded on the BCBS A Healthier You Portal?	6
Alternative Option	6
Is there an alternative option instead of participating in the screenings?	6
When is the deadline to complete the alternative option?	6
How do I obtain a Physician Form?	6
How do I submit the Physician Screening form?	7
How do I know if the Physician Screening Form was received?	7
When will my health data be uploaded on the BCBS A Healthier You Portal?	7

Accessing the BCBS A Healthier You Portal

How do I access the BCBS A Healthier You Portal?

English Instructions on <u>Accessing the BCBS A Healthier You Portal</u>

Spanish Instructions on <u>Su portal de Discover BCBS A Healthier You Portal</u>

What if I forgot my username or password?

Instructions on Resetting Your Username and Password

How do I know what email is associated with the BCBS A Healthier You Portal? Instructions on Updating Your Email Address

Health Risk Assessment (HRA)

How do I access the HRA?

Instructions on How to Complete Your HRA.

Will I need to complete the HRA before the Biometric Screening?

No. Please note, in order to receive the premium discount on Medical insurance, the HRA will need to be completed by Friday, December 28th.

Will the HRA be offered onsite at the Screening?

There will be a few electronics onsite the day of the screening to take the HRA. Please allow 15-20 minutes to complete the HRA. If you decide to complete the HRA on the screening day, please plan accordingly by arriving early or stay after the screening. To ensure logging into the portal runs smoothly, please bring your BlueCross BlueShield Medical Insurance Card.

Page 2

Biometric Screenings

Who is eligible to participate in the screening?

All North Kansas City School employees can participate in the screening. Employees who are enrolled in Health Insurance, can earn the premium discount on their Medical Insurance by completing the Wellness Screening or alternative Physician Screening Form and Health Risk Assessment by Friday, November 2nd.

How do I receive the premium discount on my Medical Insurance?

To receive the premium discount my Medical insurance, complete the Health Risk Assessment, and Biometric Screening or Physician Screening Form.

What dates will the screening be held?

Screenings will take place during the months of September and October. If employees decide to participate in the alternative option, the deadline to submit the Physician Screening Form is Friday, November 2nd.

September 2018						October 2018							
S	М	Т	W	R	F	Sa	S	М	Т	W	R	F	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													
	Gladstone Community							Northgate Middle School					
	Center												

Page **3** Questions, contact April Anderson by emailing April.Anderson@nkcschools.org or call 816.321.4405.

Where will the North Kansas City Schools screenings take place?

All but one event will take place at the Gladstone Community Center. Depending on the day, the event will either be in two of the following rooms; Gashland, Gladstone and Linden. On October 5th, the event will be located in the Small Gym at Northgate Middle School and enter through the main entrance at the main office.

How do I make an appointment for health screenings?

Instructions on How to Register for Onsite Screening.

What do I need to bring to the screening?

Once the registration for the event is complete, the pre-populated paperwork will be emailed. Please have the paperwork filled out before your event, this will ensure your experience is optimal and minimize the timeframe of the screening.

The password to open the pre-populated form is contained in the email. The email will say the following, "Please use your eight-digit birth date to open the attachment." (example: If you were born on September 5, 1972 you would enter 09051972) If you forget your documents, there will be blank forms available at the event.

Is this a non-fasting or fasting fingerstick test?

This is a non-fasting fingerstick test but as an option, a fasting fingerstick test will be provided at no extra cost. Please let the screener know if you have fasted for the event.

Page 4

What is the difference between a non-fasting and fasting fingerstick test?

A non-fasting fingerstick test will include; total cholesterol, HDL cholesterol, blood glucose, blood pressure, height, weight, waist circumference and BMI. A fasting screening will include LDL cholesterol and triglycerides as well as all the same health data with a non-fasting fingerstick test.

LDL cholesterol, also known as lousy or bad cholesterol, contributes to fatty buildups in the arteries. Plaque narrows the arteries which raise the risk for heart attack and stroke.

Triglycerides is a common fat in the body as it stores excess energy from your diet. With a combination of high triglycerides, and low HDL cholesterol or high LDL cholesterol can increase the risk of heart attacks and stroke.

What should I expect from the screening?

Arrive 10 minutes before your appointment to check in at the greeter table. Have the paperwork that was emailed to you after registering for the event filled out. The email with the paperwork will be secure and request a password which is your birthday (example: If you were born on September 5, 1972 you would enter 09051972)

If you forget the paperwork, blank documents will be provided to fill out. Once you are checked in, the first technician available will come to get you. The screening should take about 20 minutes.

What happens if I miss the appointment?

Call eHealth Screenings Customer Service at 888-708-8807, option 1 to reschedule. You may be asked to walk in at a different event or access the Physician Screening Form if there are no remaining appointments. If you decide to the Physician Screening Form, the deadline to turn in the form is Friday, November 2nd.

Page 5

What if the available time slots do not work for my schedule?

An alternative option is provided by receiving a wellness checkup from a physician. A preventative exam in 2018 from your physician may count towards the alterative option. Have your physician fill out the Physician Screening Form. It is important all health data is filled out in order for the form to be accepted.

As a partner with North Kansas City Schools, <u>Meritas Heath Clinic</u> is available to complete a wellness screening and complete the Physician Screening Form. If you elected the EPO plan there is not a copay to receive the exam. If you elected the HDHP plan, there will be a copay unless you have not received a preventative exam in 2018.

Will there be someone who speaks Spanish?

Yes, there will be an individual who speaks Spanish. Please let the greeter know when you check in.

When will the screening data be uploaded on the BCBS A Healthier You Portal? Look for the data to be uploaded 5-10 business days after the screening.

Alternative Option

Is there an alternative option instead of participating in the screenings? Yes, if employees go to their doctor between January 1, 2018 and before December 28, 2018. Note all the information will need to be filled out by the physician.

When is the deadline to complete the alternative option?

The Physician Screening Form will need to be submitted on the BCBS <u>A Healthier</u> <u>You</u> portal no later than Friday, December 28 at 5pm.

How do I obtain a Physician Form?

Instructions on How to Access the Physician Screening Form.

Page 6

How do I submit the Physician Screening form?

Submit the completed Physician Screening form by fax or email. The fax number is 210-899-1277 or email AHYscreening@ehealthscreenings.com.

How do I know if the Physician Screening Form was received?

An email from AHYscreening@ehealthscreenings.com will be send to the email address on file. The email will either (1) confirm that the submission of the Physician Screening Form is sufficient or (2) identify any missing data on the form. If you have any questions contact eHealth Screenings Customer Service at 888-708-8807, option 1.

When will my health data be uploaded on the BCBS A Healthier You Portal? Look for the data to be uploaded 5-10 business days after the Physician Screening Form was submitted.