



## 2021 Wellness Incentive Plan

DePauw’s Wellness Incentive Program will provide a wide range of wellness activities for employees and their spouses to choose from, in support of individual and family wellness goals. Participation can be tailored to the options that matter most to you and your family, and as you progress, you can earn additional health savings dollars to offset health care costs.

### WHO CAN PARTICIPATE?

Full-time, benefit-eligible employees, Pre-65 retirees, and their spouses, who are enrolled in a DePauw University Consumer Driven Health Plan, and who are not currently on Medicare.

If an employee separates from the University while participating in the Our Healthy Tigers HSA Incentive Program, any unpaid earned funds will be distributed to your HSA savings account upon your exit. After separation, funds in your health savings account (HSA) will be converted to an independent account through HSA Bank. You will receive information about your account directly from HSA Bank or you may call them directly at 800-357-6246, for additional information about the terms and conditions of your account as an independent account holder.

### HOW CAN I PARTICIPATE?

Part 1 - DePauw’s Base Contribution.

Part 2 - Assess and Learn – Educating yourself on the status of your current health and learning more about sustaining or improving your health.

Part 3 - Fitness Activities--staying active in mind, body, and spirit.

There is an overall total maximum dollars available for DePauw's Wellness Incentive Program. This amount depends on your health care plan group. Additionally, EACH part has a maximum earning amount.

WELLNESS INCENTIVE PROGRAM	MAXIMUM AMOUNT		
	Employee	Spouse	Employee plus Children (no spouse on plan)

DePauw Base Contribution	\$250	\$250	\$500
Assess and Learn	\$500	\$500	\$1000
Wellness Activities	\$250	\$250	\$500
Total	\$1000	\$1000	\$2000

**When and how will the 2021 Wellness incentives be distributed?**

INCENTIVE COMPLETION Recorded in Our Healthy Tigers	HSA DEPOSIT Coinciding with first full pay period
DePauw Base Contribution	January
January 1 – March 30	April
April 1 – June 30	July
July 1 – September 30	October
October 1 – November 30	December (last pay period)

**Part 1 – DePauw’s Base Contribution**

**Base Contribution**

*Contribution based on health plan coverage: You can receive (1) one Base Contribution per year. Employee \$250, Spouse \$250 or Employee plus Children \$500.*

**What:** An annual base contribution to your HSA account

**Why:** To assist employees and spouses with covering the cost of their medical expenses

**When:** Annual Contributions are made in January. New employees will receive a base contribution in the quarterly distribution following their hire date.

**Who:** Employees and spouses enrolled in the DePauw health plan will receive a base contribution.

**How:** Administrative contribution, no action is required on the part of the employee or spouse.

## Part 2 - Assess and Learn

### Annual Physical

*Max Earnings based on health plan coverage: You can complete (1) one Annual Physical per year for incentives. Employee \$150, Spouse \$150 or Employee plus Children \$300.*

**What:** An annual physical

**Why:** Having an annual physical can prevent serious health conditions in the future and show progress on your current health journey.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Your annual physical may be completed by your primary care provider or at DePauw Health Wellness Center. Prior to your appointment, you will need to print the [Wellness Affidavit](#) form and take it to your provider or the wellness center. Your provider will complete the form at your visit and return it to you for you to upload into the [Our Healthy Tigers](#) wellness portal.

Do the following two (2) steps after your annual physical is completed.

1. Upload your completed/signed "Wellness Affidavit Form".
2. Enter in Tracker Dashboard indicating you have completed your Annual Physical. You will make this entry from the Wellness category and select date of annual physical. In the activity drop down select "Annual Physical Completed" and for "Times", enter "1"; then click "Save". You will receive a check mark once this is complete.

### Preventive Health Care Screening

*Max Earnings based on health plan coverage: You can complete one (1) preventive screening per year for incentives. Employee \$150, Spouse \$150 or Employee plus Children \$300.*

**What:** Heart disease and cancer are the two leading causes of death in the United States, and the risks of developing a significant health condition rise significantly with age.

Recommended tests are based on your age, gender and overall risk factors. Some examples of preventive tests are Heart scans, Lung scans, Mammograms, Well Women exams (ovarian or cervical cancer screening), Prostate Cancer Screening, Dental Exams (Mouth/Throat cancers) and Colonoscopy (Colorectal cancer screening); start with talking with your doctor. Some employees and spouses will not have recommended screenings. Preventive Screenings can be completed through your provider and some may be offered through the wellness center.

**Why:** Your family health history can also make you predisposed to certain diseases. So it's important to understand your risk factors and receive appropriate screenings to head off potential problems when they are most treatable. Early detection could save your life. Health professionals administer preventive screenings and services to assess and reduce your risk for diseases and conditions such as high blood pressure.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Prior to your appointment, you will need to print the [Wellness Affidavit](#) form and take it to your provider or the wellness center. Your provider will complete the form at your visit and return it to you for you to upload into the [Our Healthy Tigers](#) wellness portal.

Do the following two (2) steps after your annual physical is completed.

1. Upload your completed/signed "Wellness Affidavit Form".
2. Enter in Tracker Dashboard indicating you have completed your Preventative Health Care Screening. You will make this entry from the Wellness category and select date of the screening. In the activity drop down select "Preventative Health Care Screening Completed" and for "Times", enter "1"; then click "Save". You will receive a check mark once this is complete.

### **Annual Lab work/Biometrics**

*Max Earnings based on health plan coverage: You can complete (1) one Biometric Screening per year for incentives. Employee \$100, Spouse \$100 or Employee plus Children \$200.*

**What:** A biometric screening or lab work, including, total cholesterol, HDL/LDL, triglycerides, blood pressure, height & weight, A1C or a fasting glucose.

**Why:** Knowing your numbers can prevent serious health conditions in the future and show progress on your current health journey.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Your annual biometrics may be completed by your primary care provider or at DePauw Health Wellness Center. Prior to your appointment, you will need to print the [Wellness Affidavit](#) form and take it to your provider or the wellness center. Your provider will complete the form at your visit and return it to you for you to upload into the [Our Healthy Tigers](#) wellness portal.

Do the following two (2) steps after your biometrics are completed.

1. Upload your completed/signed "Wellness Affidavit Form".
2. Enter in the Tracker Dashboard indicating you have completed your Biometrics. You will make this entry from the Wellness category and select date of biometrics. In the activity drop down select "Biometrics Completed" and for "Times", enter "1"; then click "Save". You will receive a check mark once this is complete.

## **Smoking Cessation Program**

*Max Earnings based on health plan coverage: You can complete one (1) Smoking Cessation Program for incentives. Employee \$150, Spouse \$150 or Employee plus Children \$300.*

**What:** Quitting smoking is great for your health. Over time it lowers your risk for smoking-related diseases and can add years to your life. And the health benefits of quitting smoking continue to grow the longer you stay quit. Check out [Quitnowindiana.com](http://Quitnowindiana.com), [Quit.Com](http://Quit.Com), or [Quitting Smoking Timeline](#) for what you can look forward to as a former smoker. Choose your smoking cessation program and present it to Human Resources for approval for wellness incentives.

**Why:** There are plenty of reasons to quit smoking. Your heart, lungs, even your finances will see an improvement!

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Employees will need to upload a certificate of completion make the activity entry in the Tracker Dashboard in the [Our Healthy Tigers](#) wellness portal indicating you have completed a Smoking Cessation Program to receive wellness incentives.

Do the following two (2) steps after a smoking cessation program is completed.

1. Upload your program participation documentation (certificate of completion, enrollment email, receipt, etc.)
2. Enter in Tracker Dashboard. Go to the “Wellness” category and select date of program completion. In the activity drop down select “Smoking Cessation Program Completed” and for “Times”, enter “1”; then click “Save”. You will receive a check mark once this is complete.

## **Weight Management or Nutrition program**

*Max Earnings based on health plan coverage: You can complete (1) one Weight Management or Nutrition program per year for incentives. Employee \$150, Spouse \$150 or Employee plus Children \$300.*

**What:** Weight management is the phrase used to describe both the techniques and underlying physiological processes that contribute to a person's ability to attain and maintain a certain weight. Most weight management techniques encompass long-term lifestyle strategies that promote healthy eating and daily physical activity. Moreover, weight management involves developing meaningful ways to track weight over time and to identify ideal body weights for different individuals. Examples of weight management and nutrition programs are: Real Appeal, Group Wellness Coaching offered by HRH, Jenny Craig, Nutrisystem, Weight Watchers, etc. Nutrition Programs involve learning strategies about the ways food fuel the body for everyday and for specific individual needs.

**Why:** To maintain a healthy body through healthy eating and daily physical activity.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Choose a weight management or nutrition program and present it to Human Resources ([hr@depauw.edu](mailto:hr@depauw.edu)) for wellness incentive approval. Employees will need to upload certificate of participation and make the activity entry in the Tracker Dashboard of the [Our Healthy Tigers](#) wellness portal indicating you have completed the Weight Management Program or Nutrition Program to receive wellness incentives.

Do the following two (2) steps after a weight management or nutrition program is completed.

1. Upload your program participation documentation (certificate of completion, enrollment email, receipt, etc.)
2. Enter in the Tracker Dashboard; go to the “Wellness” category and select date of program completion. In the activity drop down select “Weight Management or Nutrition Program Completed” and for “Times”, enter “1”; then click “Save”. You will receive a check mark once this is complete. **Note:** If participating in the Real Appeal program, DePauw receives a participation notice and will update the wellness portal on your behalf.

## **Individual Health Coaching**

*Max Earnings based on health plan coverage: You can achieve this incentive activity by attending up to eight sessions annually. Per Session Amount: Employee \$25, Spouse \$25 or Employee plus Children \$50.*

**What:** DePauw’s Wellness Center offers individual wellness coaching throughout the year. The Wellness Center can provide information and programs specific to one area of wellbeing that you want to focus on or how to incorporate all of the elements of wellbeing into a healthier lifestyle.

**Why:** Do you struggle with sticking to a nutrition or exercise plan or even knowing where to start? Need help with managing all of the wellbeing elements and incorporating them into your lifestyle? Do you feel life’s demands are becoming too stressful? If you answered any of these questions or have a similar challenge, health coaching can help you develop a plan.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** All employees, spouses and their dependents in DePauw health plans are eligible for individual wellness coaching. Only employees and spouses are eligible to earn incentives through participation.

**How:** To make an appointment, please call 317-718-8160. After completing each coaching session, make an activity entry in the Tracker Dashboard within [Our Healthy Tigers](#) wellness portal indicating you have completed an Individual Health/Wellness Coaching Session. After you complete three 45-minute sessions within a quarter, you will earn your incentive.

Do the following two (2) steps after an Individual Health Coaching session is completed.

1. Upload your program participation documentation (certificate of completion, enrollment email, receipt, etc.)
2. Enter in the Tracker Dashboard indicating you have completed an Individual Health Coaching Session; go to the “Wellness” category and select date for session completion. In the activity drop down select “Individual Health/Wellness Coaching Session Completed” and for “Times”, enter “1”; then click “Save”.

## **Improve Your Health Seminars**

*Max Earnings based on health plan coverage: You can achieve this incentive activity by attending up to eight seminars annually. Per Seminar Amount: Employee \$25, Spouse \$25 or Employee plus Children \$50.*

**What:** Whether you are focused on managing daily personal finances, achieving long-term health goals or learning more about healthy sleep, many seminars are offered to improve your overall health. Seminars may be TIAA webinars or individual consultations, HRH sessions on multiple health related topics, PNC workshops or seminars on stress management. Most seminars are approximately one hour. Learning seminars that are offered on campus and off campus are eligible for this incentive.

**Why:** We recognize that learning about your healthy lifestyle is a life long journey. Gaining more knowledge about exercise, nutrition, financial wellbeing and more contributes positively to our wellbeing.

**When:** Must be completed and tracked in the portal between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** On-site workshops and other education opportunities will be offered throughout the year. You may participate in educational courses not hosted by DePauw. Opportunities offered at DePauw will be advertised in [Campus Labs](#) and a schedule posted in [Our Healthy Tigers](#).

Do the following two (2) steps after an Improve your Health Seminar is completed.

1. Upload your program participation documentation (certificate of completion, enrollment email, receipt, etc.)
2. Enter in the Tracker Dashboard indicating you have completed an Improve Your Health Seminar; go to the “Wellness” category and select date for session completion. In the activity drop down select “Improve Your Health Seminar” (choose the number for how many seminars you have completed) and for “Times”, enter “1”; then click “Save”.

## **Lifestyle Competencies**

*Max Earnings based on health plan coverage: You can achieve this incentive activity by completing up to four TOPICS annually. Per TOPIC Amount: Employee \$25, Spouse \$25 or Employee plus Children \$50.*

**What:** Lifestyle Competency courses are available on the [Our Health Tigers](#) wellbeing portal. Lifestyle competencies include courses focused on the topics of nutrition, physical activity, sleep and stress management. There are several competencies for each Topic and all competencies under the topic must be completed and tracked in the portal.

**Why:** Lifestyle Competencies are skills that you can develop and serve as building blocks to a healthy lifestyle.

**When:** Must be completed (tracked automatically within the portal) between January 1, 2021 and November 30, 2021.

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** You do not have to take any additional steps after a Lifestyle Competency Topic is completed. Note: Topics consist of multiple competencies: Nutrition (5 competencies), Physical Activity (3 competencies), Sleep (4 competencies) and Stress (3 competencies).

## Part 3 – Fitness Activities

### Physical Activity Minutes

*Max Earnings based on health plan coverage: You can achieve this incentive activity once per quarter. Quarterly Amount: Employee \$100, Spouse \$100 or Employee plus Children \$200.*

**What:** Individuals are active in a variety of ways. From going to the gym to working around the house. What do you do to stay active? Track the number of minutes that you are active and receive incentives.

**Why:** Research shows that being active is an essential piece to a healthy lifestyle.

**When: Must be completed and tracked within the quarter the activity was completed.**

Quarter One: January 1, 2021 to March 30, 2021

Quarter Two: April 1, 2021 to June 30, 2021

Quarter Three July 1, 2021 to September 30, 2021

Quarter Four October 1, 2021 to November 30, 2021

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Track your Physical Activity in [Our Healthy Tigers](#) and earn incentive for 150 minutes a week for six weeks of the quarter. The progress bar will indicate how many weeks of the quarter you have completed 150 minutes of fitness activity. You will receive a check mark when you have completed 6 weeks within the quarter. (Weeks run Mon-Sun).

You will need to complete the following step:

Enter activity minutes in the Tracker Dashboard. Go to the “Fitness” category and select date of activity. In the activity drop down select the activity; enter the number of minutes for that activity; then click “Save”.

***Note:** If you have a device or app that is synced with the portal and tracks qualifying fitness activities those activity entries will automatically be tracked. More information regarding syncing devices/apps is available in [Our Healthy Tigers](#) wellness portal.*

### Steps

*Max Earnings based on health plan coverage: You can achieve this incentive activity once per quarter. Quarterly Amount: Employee \$100, Spouse \$100 or Employee plus Children \$200.*

**What:** Another way individuals are active is walking and tracking “steps.” Track the number of daily steps that you take and receive incentives. Pedometers and/or other trackers can assist in tracking steps; however, you can convert time or distance into steps. Average walking for 30 minutes or one mile is approximately 2,500 steps.

**Why:** Research shows that being active is an essential piece to a healthy lifestyle.

**When: Must be completed and tracked within the quarter the activity was completed.**



Quarter One: January 1, 2021 to March 30, 2021  
Quarter Two: April 1, 2021 to June 30, 2021  
Quarter Three July 1, 2021 to September 30, 2021  
Quarter Four October 1, 2021 to November 30, 2021

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.  
**How:** Track your Steps in [Our Healthy Tigers](#) wellness portal and earn incentive for 42,000 steps a week for six weeks of the quarter. The progress bar will indicate how many weeks of the quarter you have completed 42,000 steps. You will receive a check mark when you have completed 6 weeks within the quarter. (Weeks run Mon-Sun).

After recording your Steps, you will need to complete the following step:

Enter steps in the Tracker Dashboard. Go to the “Fitness” category and select date of activity. In the activity drop down select Steps (be careful! Not “walking” but “steps”); enter the number of steps; then click “Save”.

***Note:** If you have a device or app that is synced with the portal and tracks qualifying fitness activities those activity entries will automatically be tracked. More information regarding syncing devices/apps is available in [Our Healthy Tigers](#) wellness portal.*

## **Group Fitness Activities**

*Max Earnings based on health plan coverage: You can achieve this incentive once per quarter. Quarterly Amount: Employee \$75, Spouse \$75 or Employee plus Children \$150.*

**What:** Participate in a minimum of two instructor led group activities a week for six weeks of the quarter. Get active with your friends, colleagues or other like-minded individuals. Group classes can serve as motivation and as instruction. Group activities are offered at DePauw and are managed through Athletics. Come join in at DePauw or take your favorite class at your favorite establishment. Examples: spin class, yoga, meditation, Pilates, etc.

**Why:** Research shows that being active is an essential piece to a healthy lifestyle.

**When: Must be completed and tracked within the quarter the activity was completed.**

Quarter One: January 1, 2021 to March 30, 2021  
Quarter Two: April 1, 2021 to June 30, 2021  
Quarter Three July 1, 2021 to September 30, 2021  
Quarter Four October 1, 2021 to November 30, 2021

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Complete a minimum of (2) two group physical activities per week for 6 weeks in the quarter and track in [Our Healthy Tigers](#) wellness portal.

Once you have completed a group physical activity you will need to complete the following step:

Enter in the Tracker Dashboard. Go to the “Fitness” category and select date of completion. In the activity drop down select “Group Physical Activity Completed” and for “Times”, enter “1”; then click “Save”.

The progress bar in each quarter will indicate how many weeks you have completed 2 activities per week. You will receive a check mark when you have completed 2 group physical activities per week for 6 weeks in the quarter. (Weeks run Mon-Sun).

## **Wellness Walk or 5K**

*Max Earnings based on health plan coverage: You can achieve this incentive once per quarter. Quarterly Amount: Employee \$25, Spouse \$25 or Employee plus Children \$50.*

**What:** Participate in a Wellness Walk or 5K event. Wellness Walks are offered at least once a month and are advertised on Campus Labs and on a posted schedule in Our Healthy Tigers. Some 5K events are offered on campus or you may choose a 5K event off campus.

**Why:** Research shows that being active is an essential piece to a healthy lifestyle.

**When: Must be completed and tracked within the quarter the activity was completed.**

Quarter One: January 1, 2021 to March 30, 2021

Quarter Two: April 1, 2021 to June 30, 2021

Quarter Three July 1, 2021 to September 30, 2021

Quarter Four October 1, 2021 to November 30, 2021

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Complete a Wellness Walk or 5K and track your event in [Our Healthy Tigers](#) wellness portal.

After a Wellness Walk or 5K has been completed, you will need to complete the following step: Enter in the Tracker Dashboard. Go to the “Fitness” category and select date of completion. In the activity drop down select “Wellness Walk or 5K” and for “Times”, enter “1”; then click “Save”. The progress bar in each quarter will indicate how many weeks you have completed 2 activities per week. You will receive a check mark when you have completed 2 group physical activities per week for 6 weeks in the quarter. (Weeks run Sun-Sat).

## **Half Marathon, Marathon or Triathlon**

*Max Earnings based on health plan coverage: Annual Amount: Employee \$250, Spouse \$250 or Employee plus Children \$500.*

**What:** Participate in a marathon, half marathon or triathlon event. Marathon is defined as: a long distance race with an official distance of approximately 26.2 miles. A half Marathon is defined as a long distance race, approximately half the distance of a marathon at approximately 13.1 miles. A Triathlon is a multisport race, usually swimming (approx. 1/2 mile), cycling (approx. 12.4 miles) and running (approx. 3.1 or 5K) with three continuous and sequential endurance races.

**Why:** Research shows that being active is an essential piece to a healthy lifestyle.

**When: Must be completed and tracked within the quarter the activity was completed.**

Quarter One: January 1, 2021 to March 30, 2021

Quarter Two: April 1, 2021 to June 30, 2021

Quarter Three July 1, 2021 to September 30, 2021

Quarter Four October 1, 2021 to November 30, 2021

**Who:** Employees and spouses enrolled in the DePauw health plan are eligible to participate.

**How:** Complete a Half Marathon, Marathon or Triathlon and track the event in [Our Healthy Tigers](#) wellness portal.

Once you have completed a Half Marathon, Marathon or Triathlon, you will need to complete the following step:

Enter in the Tracker Dashboard. Go to the “Fitness” category and select date of completion. In the activity drop down select “Half Marathon, Marathon or Triathlon” and for “Times”, enter “1”; then click “Save”.

Questions? [Email hr@depauw.edu](mailto:hr@depauw.edu)