

**TEAMSTERS
LOCAL 170
HEALTH & WELFARE
FUND**

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Laura M. O'Keefe



330 Southwest Cutoff
Suite 202
Worcester, MA 01604

Tel: 508-791-3416
Fax: 508-792-0936

Toll Free Number
800-447-7730

Web Site

www.teamsters170hwhf.com



STEPS CHALLENGE

January 16, 2018

Get a New Fitbit Charge 2 and \$200!! HERE'S HOW.....

Dear Teamsters Local 170 Health & Welfare Fund Member:

The Teamsters Local 170 Health & Welfare Fund Board of Trustees is excited to announce another new wellness program for 2018! The challenge will run from **April 9th - May 21st, 2018**. Registration begins on **Monday, March 26, 2018** and will close on **Sunday, April 15, 2018**.

In this challenge, you will have the opportunity to receive a **Fitbit Charge 2**, an activity and sleep wristband that tracks steps, distance, heart rate and calories burned. Registering for the Steps Challenge between March 26th – April 15th automatically qualifies you to receive the Fitbit. By registering and successfully completing the Steps Challenge (294,000 steps in six weeks or an average of 7,000 steps a day), you can earn both the **Fitbit Charge 2** and a **\$200 gift card!**

Please remember that you must complete the following steps to earn your incentives (each which are described in detail throughout the letter, so please read it carefully in its entirety)

- Register for the challenge at www.ahealthyme.com/login by the registration deadline.
- Connect your Fitbit to your *ahealthyme* account.
- Complete the Steps Challenge goal by logging at least 294,000 steps during the six weeks (an average of 7,000 steps a day).

REGISTER FOR THE CHALLENGE AND RECEIVE YOUR NEW FITBIT

- Log onto www.ahealthyme.com/login website (see below for further instructions on logging in or creating an account, as well as for further details on joining the challenge and choosing a team).
- Register for the challenge between **Monday, March 26th and Sunday, April 15th**.
- Once registered, your Fitbit Charge 2 will be mailed to your home.
- If you successfully complete the challenge, you will earn 200 points which can be redeemed on the *ahealthyme* website for a \$200 gift card thru June 30, 2018.

HOW DO I LOG ONTO THE AHEALTHYME WEBSITE?

- *If you are enrolled in a BCBSMA medical plan through the Teamsters Local 170 Health and Welfare Fund:*
 - Go to www.ahealthyme.com/login

- *If you've already created an account on ahealthyme:*
- Log in using your username and password you created
- If you don't remember your username and/or forgot password, click on the ***"forgot username"*** and/or ***"forgot password"*** links to have them reset.
- ***If you haven't already created an account on ahealthyme:***
 - Click on the ***"Click here to sign up"*** link and create a new account using the Member ID on your BCBSMA medical card.
- If you have any issues logging in, call BCBSMA Wellness Support at **888-617-0696**, M-F 8am – 6 pm EST
- ***If you are enrolled in a Fallon medical plan through the Teamsters Local 170 Health & Welfare Fund:***
 - Go to www.ahearthyme.com/login
 - *If you've already created an account on ahealthyme:*
 - Log in using the username and password you created
 - If you don't remember your username and/or password, click on the ***"forgot username"*** and/or ***"forgot password"*** links to have them reset.
 - *If you haven't already created an account on ahealthyme:*
 - If you joined the plan since March of 2018:
 - You should have received a letter in the mail with instructions on creating an account on *ahealthyme* and a non-member access code. Click on the ***"Click here to sign up"*** link and create a new account using this access code.
 - If you joined the plan prior to March of 2018:
 - Call BCBSMA to retrieve your access code at the number below. Click on the ***"Click here to sign up"*** link and create a new account using this access code.
 - If you have any issues logging in, call BCBSMA Wellness Support at **888-617-0696**, M-F 8 am – 6 pm EST.

HOW DO I REGISTER FOR THE CHALLENGE AND JOIN A TEAM?

- Log into your *ahealthyme* account at www.ahearthyme.com/login
- Once logged into the website, sign up for the challenge by clicking on "Sign up" within the challenge banner.



- To see if your company has a team, scroll down to the ***"Team Based Challenge"*** section in the pop-up window that appears after clicking on the ***"Sign Up"*** button. Click on the "Please select a team" drop down menu to see if your company has a team already created.

- A team can consist of just yourself or member/spouse/dependents. There are no restrictions on anyone joining an existing team.
- If your company does not have a team, or if you'd prefer to create your own, click on the button to ***"Create your own team"*** and enter a team name of your choice in the text box.
 - The confirmation screen will provide you the option to send an *optional* pre-drafted email invitation to the team members that you have selected. Click on the provided link. Your computer's primary email system will create a new email. Just add the email addresses of your intended recipients and send.
 - **Tip:** Want to see who else has joined the team? Click **"Details"** on the Challenge Widget (displays the first names only).
 - Click ***"Sign Up Now"*** to complete the registration process.
- Connect your new Fitbit (or your current Fitbit) account to your *ahealthyme* account by clicking on the link titled ***"Link Your Fitbit"*** and follow the instructions on your screen. **Note that your steps will not convert to the challenge until you complete this step.**



- If you have any issues with or questions about syncing your Fitbit device, call BCBSMA Wellness Support at **888-617-0696**.

WHAT IS THE CHALLENGE AND WHO IS ELIGIBLE TO PARTICIPATE AND RECEIVE AWARDS?

- The challenge runs from **April 9th-May 21st, 2018** and is entirely voluntary.
- To successfully complete this challenge and be eligible for your 200 points, you will need to log **294,000 steps** within six weeks—an average of **7,000 steps** a day, using your Fitbit device.
 - Although wellness points and incentives are earned individually, team rankings are based on your team's step average. The team with the highest average number of steps at the end of six weeks will be the winner!
- You are eligible to earn incentive awards if you are:
 - a member of the Teamsters Local 170 Health & Welfare Fund and enrolled in a Fallon or a BCBSMA medical plan, or
 - a spouse or a dependent over age 18 of a Teamsters Local 170 Health & Welfare Fund member.

If you have a disability and are unable to complete the challenge, a reasonable accommodation will be made available to you. That means that you will be given the opportunity to do something else to receive the incentives if you have a medical reason for not being able to complete the activities as listed above. There will be instructions on www.ahealthyme.com/login on how to obtain your reasonable alternative or you can also contact BCBSMA Wellness Support at 888-617-0696, (M-F, 8am-6pm EST).

Please note that you have a choice of whether or not you would like to participate in this or any of the Fund's other wellness programs. All of the Fund's wellness programs are voluntary and are administered according to federal rules permitting wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, among others.

The journey to a healthier you is a lifelong one —we're happy to continue working with you to make that happen!

Your partners in health,

The Board of Trustees
Teamsters Local 170 Health & Welfare Fund

****The incentives you receive through this program may be considered taxable income. Individuals should consult your tax advisor with any questions.***

*****Teamsters Local 170 Health and Welfare Fund does not discriminate on the basis of race, color, national origin, disability or sex.***

****** See attached Protections from Disclosure of Medical Information***

This document is intended to serve as a "Summary of Material Modifications" (SMM) pursuant to the requirements of Section 104 of the Employee Retirement Income Security Act of 1974, as amended ("ERISA"). This SMM is provided to notify you of certain changes to the Teamsters Local 170 Health & Welfare Fund Benefit Plan. The effective dates of the changes are noted. Please keep this SMM with your Summary Plan Description for future reference. This document summarizes certain provisions of the Plan. If there is any conflict between the terms of the Plan document and this document, the terms of the Plan document will govern. The Teamsters Local 170 Health & Welfare Fund reserves the right to interpret and resolve any ambiguities in the Plan or any document relating to the Plan. If you have any questions after reviewing the SMM, you may call the Health & Welfare Fund at 1-508-791-3416. The Teamsters Local 170 Health & Welfare Fund reserves the right to change or terminate the health care benefits you currently receive, to change or terminate the eligibility of classes to be covered by the health plan, to change or terminate any health plan term or condition, and to terminate the entire health plan or any part of it at any time and for any reason. No consent of any employee/retiree is required to terminate, modify, amend or change the health care benefits provided by Teamsters Local 170 Health & Welfare Fund.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and the Fund may use aggregate information it collects to design a program based on identified health risks in the workplace, Teamsters Local Health and Welfare Fund nor BCBSMA will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your 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. The only individual(s) who will receive your personally identifiable health information is (are) [indicate who will receive information such as "a registered nurse," "a doctor," or "a health coach"] in order to provide you with services under the wellness program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the wellness program will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact BCBSMA Customer Service at 1-800-217-7878.