



## Appleton Area School District – 2018 Personal Health Assessment FAQ's

**Q: If you are a new hire do you need to participate in the Personal Health Assessment in order to continue to receive the insurance premium share differential?**

A: If you are hired prior to January 1, 2018 or have elected the District Health Insurance effective 1/1/18, you MUST complete both parts of the 2018 Personal Health Assessment in order to continue to receive the lower premium share rate. If you are hired after January 1, 2018, you will automatically continue to receive the lower premium share until this program is again offered in January. We encourage you to participate, if you wish to do so and if the timeline allows.

**Q: What is the District timeline for me to complete both parts of the Personal Health Assessment process?**

A: The District will be running the Biometric Screenings starting **January 9, 2018 through February 24, 2018** by which time all eligible employees should have attended. *There will be no other offerings for the Biometric Screenings other than possible cancellation due to weather.* **The online Personal Health Assessment needs to be completed no later than Friday, April 6, 2018 in order to be eligible to receive the Insurance Premium Differential for July 1, 2018 through June 30, 2019. No Exceptions will be made.**

**Q: What is a biometric screening?**

A: Biometric screening information can help inform about risks associated with chronic conditions and complications such as hypertension, heart disease, and diabetes. The screening will include measured height and weight and Body Mass Index (BMI) calculation, manual Blood Pressure reading, and a blood draw for cholesterol and glucose levels. Fasting for 8 hours prior to the screening is required for the most accurate results.

**Q: Who is eligible to participate in a biometric screening?**

A: The Biometric Screenings are open to:

- Employees enrolled in the District's Health Insurance and their covered Spouse/Domestic Partner *(For the 2018 PHA's, spouses are **not required to participate** in order to receive the lower premium share unless both spouses are employees of the district – see note below. However, beginning with the 2019 PHA's, both the employee and their spouse will need to participate in order to receive the insurance premium differential)*
- Retirees covered under the District's Health Insurance and their covered Spouse/Domestic Partner
- ***In all cases, the District health Insurance must be their PRIMARY insurance.***

**Please Note: For those employees where both spouses work in the District - both individuals need to participate in the Personal Health Assessment to maintain their premium share differential.**

**Q: Can my spouse/domestic partner participate in the biometric screening program?**

A: Yes, if you have the District Health Insurance as your primary insurance provider.

**Q: Will I have any out-of-pocket expenses related to the screenings?**

A: No

**Q: Is there anything I need to do prior to my onsite biometric screening appointment?**

A: This screening requires fasting for accuracy;

- You should not eat or drink anything for approximately 8 hours prior to your appointment
- It is recommended that you wear loose-fitting sleeves
- Drink 2 glasses of water during the 2 hours prior to your appointment

**Q: Who will see my test results?**

A: Your privacy is important to us. Your screening results will be kept confidential in accordance with the law. Group (not individual) results for the broad population will also be shared with your employer or plan sponsor to help them and our health plan providers and health vendors design and implement future health programs.

For more information, please see the **AASD Notice Regarding District Wellness Program** located on the District Health and Wellness Website.

**Q: What can I expect at my onsite biometric screening?**

A: Participants will complete a consent form and then be screened typically by one health agent who will measure height/weight to calculate Body Mass Index (BMI), manual blood pressure measured, and a venipuncture blood draw for glucose (blood sugar) and cholesterol testing.

**Q: How will I receive my results?**

A: Your biometric results will be loaded into your personal ThedaCare account and will automatically fill in once you complete the online health assessment. This can be done online 5 business days AFTER you have completed the Biometric Screening as the results are required for the questionnaire.

**Q: How long is the onsite biometric screening appointment?**

A: Your confirmed appointment time for the biometric screening takes approximately 10 minutes.

**Q: Do I need to bring anything to my onsite biometric screening appointment?**

A: Please bring your insurance card with you to the screening. You may be asked to present your card at the time of your registration.

**Q: What happens if I need to reschedule my appointment?**

A: To change or cancel an appointments for the onsite biometric screening should be done **at least 7 days prior to your scheduled date**. In order to reschedule or cancel your appointment, please **call 920-738-6521 or (toll free) 888-553-5370. It is very important that you cancel an appointment that you cannot attend so that the appointment time is made available to other employees.**

**Q: What if I am either pregnant and/or nursing at this time or have a medical condition that may not allow me to participate in the Personal Health Assessment?**

A: As provided in the **AASD Notice Regarding District Wellness Program**, you would need to contact Julie Zuleger by email at [zulegerjulie@aad.k12.wi.us](mailto:zulegerjulie@aad.k12.wi.us) to request an accommodation if possible. There is a form that will need to be completed and approved prior to the conclusion of the PHA process.

For all other questions not listed, please contact Julie Zuleger, Human Resources, either by email or calling ext. 2041.