

# Wellness Incentive Program

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Permanent full-time and part-time employees and their spouses can participate in the City's Wellness Incentive Program. Points may be earned for things such as participating in a run/walk such as the Bellin Run, getting an annual physical each year, exercising, participating in the various wellness challenges, and other wellness-related activities. A small incentive is built into the program to reward you for achieving points towards each goal. More information about the wellness program and blank wellness forms are located in the Friday Memo Drive (Q:) in the Wellness Folder and on the City website on the Human Resources Department Page.

**There's more!** Employees and their immediate family members (spouse and children) will receive 25% off De Pere Park and Recreation exercise-based programs. To register for a program or class and receive the discount, call the Community Center at 339-4097.

## City of De Pere Parks and Recreation Programs consist of:

- Dance, pom and twirl classes and related programs
- Youth activity-based classes and programs
- All tumbling classes and related programs
- Martial arts and related programs/classes
- Swim lessons
- All water fitness classes
- Park playground program
- All fitness classes



## There's something for every family member.

Contact the Community Center to get signed up and have fun!

## Did you Know?

**75 cents of every dollar** on healthcare in this Country is spent on treatment of preventable diseases (preventable by exercise or nutrition).



P: (920) 339-4097

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[www.deperewi.gov](http://www.deperewi.gov)

# Wellness Incentive Program

The City of De Pere presents the 2024 Wellness Incentive Program! Your health is important to us. In the coming 12 months, we challenge you to make healthy choices, have screenings, exercise and increase your wellness knowledge. Making the effort to be healthy can pay off in so many ways! The Wellness Incentive Program runs from January 1st until December 31st.

The chart below provides an at-a-glance listing of point earning opportunities as well as how to add wellness points in MyHealics. This is a very brief overview of what is required – documentation, self-reporting, or joining a challenge.

- Specific information on what documentation should be submitted can be found in the Wellness Incentive Program guide.
- Step by step instructions on how to submit documentation, join a challenge or self-report an activity, and the activity screening completion form are available on the Human Resources webpage under Wellness & Onsite Nurse Coach.

	Points Each	Points Total	How to get credit in MyHealics
<b>Annual Physical</b>	200	200	Submit documentation
<b>Annual Preventive Care</b> (max of 4, limit 1 type of exam)	200	800	Submit documentation
-Dental Exam      -Eye Exam			
-Flu Shot          -Mammogram			
-Colonoscopy      -Prostate-Specific Antigen (PSA) Test			
-COVID Vaccination/Booster			
<b>Wellness Challenges</b> (max of 4)	200	800	Submitted by Nurse
<b>Monthly Challenge</b>	50	600	Accept challenge and log participation <b>each month</b> at the end of the challenge, no later than the 15 <sup>th</sup> of the following month
<b>Nutrition/Wellness Classes</b> (max of 2)	400	800	Submit documentation; if completed through the Coaching & Culture program, the Nurse will submit
<b>Charity / Community Walk</b> (max of 4)	100	400	Submit documentation
<b>Educational Seminar</b> (max of 4)	50	200	Self-report
<b>Monthly Exercise</b> (min. of 30 minutes each time) 15x / month	100 / month	1,200	Accept challenge and log participation <b>each month</b> at the end of the challenge, no later than the 15 <sup>th</sup> of the following month
<b>CPR/AED Certified</b>	50	50	Submit documentation
<b>Donate Blood</b>	100	200	Self-report
<b>Wellness Champion</b>	50	50	Submit activity screening completion form
<b>Volunteer Work</b>	50	50	Self-report
<b>Community Involvement</b>	10	50	Self-report
<b>1:1 Health Coaching</b> (max of 4)	50	200	Submitted by Nurse
<b>Healthy Recipe</b>	50	50	Submitted by Wellness Team
<b>On Demand Coaching &amp; Culture Programming</b> (max of 2)	200	400	Submitted by Nurse

**Your Goal:** Accumulate as many points as possible (while maintaining your health)

## How to Get Points:

Complete any of the listed activities and record activity completion in your MyHealics account; please note, some activities do require documentation.

## PRIZES!

1,000 point benchmark **\$25 gift card**

2,000 point benchmark **\$75 gift card**

3,000 point benchmark **\$150 gift card**

**3,000 + points:**

Entry into a raffle for a chance to win a gift card

Gift cards are distributed in January/February following the completion of the program.

# WIN PRIZES with our Wellness Incentive Program

## Qualification Criteria

Activity #1	<b>Annual Physical</b> Complete and have your physician sign the “Annual Preventative/Routine Physical Exam Form” (the same form that is submitted for the HRA credit). Upload the form to Healics.
Activity #2	<b>Preventative Screenings</b> – Complete the preventative screening(s) below and submit documentation as noted. <ul style="list-style-type: none"> <li>• <b>Dental Exam</b> – Submit the “Preventative Dental Services Form” (the same form that is submitted for the HRA credit).</li> <li>• <b>Eye Exam</b> – Submit your receipt showing an eye exam or your EOB.</li> <li>• <b>Flu Shot</b> – Submit your receipt showing your vaccination or print out from WIR.</li> <li>• <b>Mammogram</b>– Submit the “Annual Preventative/Routine Physical Exam Form” (the same form that is submitted for the HRA credit).</li> <li>• <b>Colonoscopy</b>– Submit the “Annual Preventative/Routine Physical Exam Form” (the same form that is submitted for the HRA credit).</li> <li>• <b>Prostate-Specific Antigen (PSA) Test</b> – Have your provider sign the “Activity/Screening Completion Form.”</li> <li>• <b>COVID Vaccination/Booster</b>- submit a printout from the Wisconsin Immunization Registry (WIR) or other proof of vaccination</li> </ul> Upload the form(s)/documentation to Healics.
Activity #3	<b>Wellness Challenge</b> Details on the Wellness Challenges will be announced as they are offered. These are challenges offered through the Coaching & Culture program and will focus on the various aspects of wellness.
Activity #4	<b>Monthly Challenge</b> Each month will have a different challenge assigned to it (ex. January Jumping Jacks). Increase the repetitions of the designated exercise by 1 each day of the month (January 1st – 1 jumping jack, January 2nd – 2 jumping jacks, etc.) until you get to the end of the month. When the new month starts, reset at 1 repetition for the next challenge! Join the monthly challenge in Healics and record your completion at the end of the month. For your convenience we have created a tracking form that is optional for you to use; do not submit this form to Healics, it is for your reference only.
Activity #5	<b>Nutrition / Wellness Classes</b> Participate in a smoking cessation program to learn the steps you need to quit smoking and how to maintain your new, non-smoking lifestyle. Attend nutrition classes – this may include those offered by local hospitals and health clinics, Weight Watchers, LA Weight Loss, RealAppeal, etc. Attend the live virtual classes offered through the Coaching + Culture program. Other classes may be approved on a case-by-case basis. Upload proof of participation/attendance to Healics; Coaching & Culture wellness class participation will be reported by the Nurse.
Activity #6	<b>Charity / Community Walks</b> Participate in up to 4 charity or community walks/runs throughout the year. Proof of participation is required (ex. picture or walking/run bib). Upload the proof Healics.
Activity #7	<b>Educational Wellness Seminars</b> Attend up to 4 community wellness seminars throughout the year. Report your participation in Healics.
Activity #8	<b>Exercise</b> Exercise at least 15x a month, for a minimum of 30 minutes each time. Join the monthly challenge in Healics and record your completion at the end of the month.

<b>Activity #9</b>	<b>CPR/AED Certification</b> Become certified in CPR/AED or maintain your current certification. Submit a copy of your card for proof to Healics.
<b>Activity #10</b>	<b>Donate Blood</b> Donate blood at any blood drive and report your participation in Healics.
<b>Activity #11</b>	<b>Wellness Champion</b> Encourage wellness at work. Provide a summary on the “Activity/Screening Completion Form” with at least 5 examples of what you did to promote wellness, for example, promoted healthy eating, educated employees on the wellness program, promoted the flu shot, etc. Upload the form to Healics.
<b>Activity #12</b>	<b>Volunteer Work</b> Volunteer in the community for at least 1 hour and report your participation in Healics.
<b>Activity #13</b>	<b>Community Involvement</b> Take part in the community based activities the Wellness Team promotes such as Tools for School, Food Drive, etc. 10 points awarded for each activity with a total of 50 points max for the year. Report your participation in Healics.
<b>Activity #14</b>	<b>1:1 Health Coaching</b> Complete a health coaching session with the Coaching + Culture Health Coach. Participation will be reported by the Health Coach.
<b>Activity #15</b>	<b>Healthy Recipe</b> Submit a healthy recipe to be shared in the City of De Pere Employee Cookbook. Details will be announced when it is time to submit recipes.
<b>Activity #16</b>	<b>On Demand Coaching &amp; Culture Programming</b> Participate in one of the on-demand health and wellbeing programs offered through the Coaching & Culture program. Participation will be reported by the Nurse.
<b>Note for 2024</b>	<b>Quarterly Blood Pressure / Body Fat Screens</b> This activity has been eliminated after the first quarter for 2024. To receive credit for Q1 of 2024, have your provider sign the “Activity/Screening Completion Form.” Upload the form to Healics.

Questions about the program? Please reach out to your department's Wellness Team member or Tracy Hood in Human Resources.

**Note: all forms and/or proof of participation must be submitted online at [www.myhealics.com](http://www.myhealics.com). To receive credit, all forms should be submitted by January 15th of the year following the program (example: 2024 forms are due January 15, 2025).**

Wellness forms can be found on the Human Resources webpage under “Wellness” and the City's Friday Memo Drive (Q Drive) in the Wellness Folder.

\* Your health plan is committed to helping you achieve your best health. Rewards for participating in a wellness program are available to all employees. If you think you might be unable to meet a standard for a reward under this wellness program, you might qualify for an opportunity to earn the same reward by different means. If you have questions or concerns, please contact the City's Human Resources Director, Shannon Metzler at 920-339-4045, and we will work with you (and, if you wish, with your doctor) to find a wellness program with the same reward that is right for you in light of your health status.