



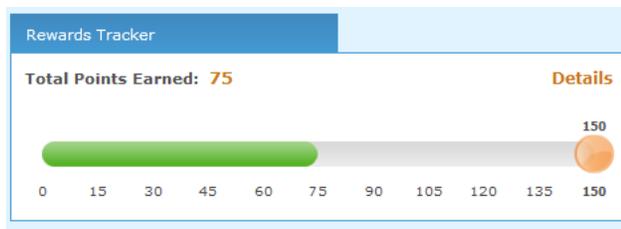
*"One Life, Live it Well"*  
2015 Incentive Program FAQ

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1. [What are the components of the 2015 incentive program?](#)
  - a. Complete the online personal health assessment via the [LiveWell Vermont Wellness Portal](#).
  - b. Complete 1 online workshop of your choosing. The workshop must be completed by 11/1/2015.
  - c. Complete 1 LiveWell Vermont Wellness Challenge. There will be 4 challenges offered in 2015.
  - d. Visit your Primary Care provider for your Annual Exam between 11/1/14 – 11/1/15 and document your visit within the LiveWell Vermont Wellness Portal.
  
2. [Who is eligible to participate?](#)
  - a. All state employees and retirees are eligible to participate in the incentive program.
    - i. All active, permanent employees insured with Blue Cross Blue Shield of Vermont through the State of Vermont are eligible for monetary incentive.
    - ii. Active, permant employees NOT insured with Blue Cross Blue Shield of Vermont through the State of Vermont are eligible for drawings.
    - iii. Temporary and retired state employees and contractors are not eligible for rewards.
  
3. [What are the rewards for completing the incentive program components for Active, Permanent employees insured with Blue Cross Blue Shield of Vermont?](#)

Task	Incentive Reward
Health Assessment	\$50
Online Workshop	\$25
Wellness Challenge	\$25
Bonus: Annual Exam	\$50

4. [How many points do I have towards my incentive?](#)
  - i. Scroll down to “Rewards Tracker” on your dashboard



- ii. Click on “Details” for specifics
- iii. You will be linked to the “Incentive Summary”. The table shows points earned for each component. Challenge points will take approximately one week to appear after successful completion.

The screenshot shows an 'Incentive Summary' table for the '2015 SOV Test Campaign Trial (11/19/14 - 12/31/14)'. At the top, it shows a progress bar for '\$150 Reward' with 0 points earned out of 150 possible points. Below this is a table with columns for 'Possible Points' and 'Earned Points'.

	Possible Points	Earned Points
Health Assessment	50	0
State of Vermont Annual Exam Verification Form	50	0
<b>Challenges</b>	<b>Max Points = 25</b>	<b>Possible Points</b>
"Waist Management" Challenge - Winter 2015	25	0
Strength Training Challenge - Spring 2015	25	0
Nutrition Challenge - Summer 2015	25	0
Stress Management Challenge - Fall 2015	25	0
<b>Wellness Workshops</b>	<b>Max Points = 25</b>	<b>Possible Points</b>
Wellness workshop	25	0
	<b>Maximum Possible Points</b>	<b>150</b>
	<b>Total Points Earned</b>	<b>0</b>

5. [When will I receive my incentive reward?](#)

- a. Monetary rewards and drawings will occur on a quarterly basis through direct deposit in your paycheck. You will be notified by email prior to receiving your reward.

6. [How do I create an account for the wellness portal?](#)

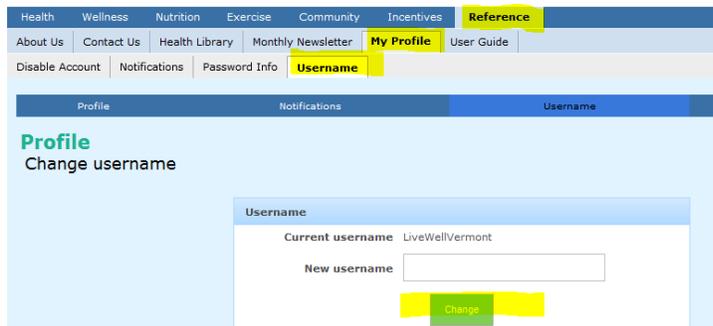
- a. Go to: <https://mybluehealth.bcbsvt.com>
- b. Click on the sign up button under “First Time Users: Register Here”.



- c. **Create Username:** Use your **employee or retiree number** as your username, available on your ID badge or pay statement.
- d. **Create a Password:** Password must include at least 1 capital letter, 1 number, 1 special character (!@#%\$%^&\*) and be a minimum of 8 characters in length. Write your username and password down as you will use this for all future access to the portal.
- e. Under “**Member Information**” enter your name as it appears on your Blue Cross Blue Shield of VT Insurance Card. **If you are not insured by Blue Cross Blue Shield of VT**, enter your name as it appears on your pay statement.
- f. Enter an email address to receive wellness communications and to have the ability to retrieve your password.

7. [How do I change my Username?](#)

- a. Your Username must be your employee number to be eligible for the wellness incentive plan. Follow the steps below to change to your employee or retiree number.
  - i. Log into <https://mybluehealth.bcbsvt.com>
  - ii. Select “Reference” tab
  - iii. Select “My Profile”
  - iv. Select “Username”
  - v. On the My Profile, type your employee or retiree number in the field circled and labeled as show below
  - vi. Click on “Change Member Name” to complete your Username change



8. **How do I retrieve my Password?**

- a. Visit <https://mybluehealth.bcbsvt.com>
- b. Click “Forgot Password”

**Current User Login:**

Username

Password

[Forgot Password?](#)

**First Time Users: Register Here**

The information you provide on this site will be kept strictly confidential. Your personal information will not be shared with PureWellness.

- c. Fill in your current Username
- d. Type security characters
- e. Click “Next”

**Forgot your password?**

Don't worry, it happens to a lot of us. Use the form below and follow the steps to retrieve your password.

[Click here to retrieve your username instead.](#)

Username:

 [refresh](#)

Type the characters in the image above

- f. Answer the security question
- g. Create a new password

**Reset Password**

You must reset your password to access My Blue Health.

Create a new password:

(28 characters remaining)

Retype password:

[+ Password Requirements](#)

Set your challenge question.

Select from predefined:

Ⓢ Question:

OR Create custom:

Answer:

- h. Log in with you Username and NEW password

9. [How do I complete my Health Assessment?](#)

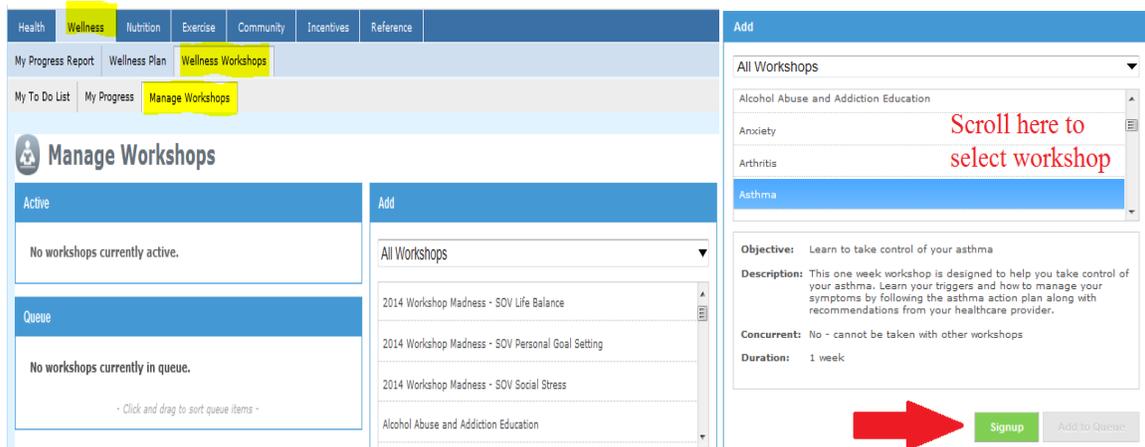
- a. Go to: <https://mybluehealth.bcbsvt.com>
- b. Log in with your Username and Password
- c. Click on “Health Assessment” under “Start Here” on the left side of your page.



10. [How do I complete a Workshop?](#)

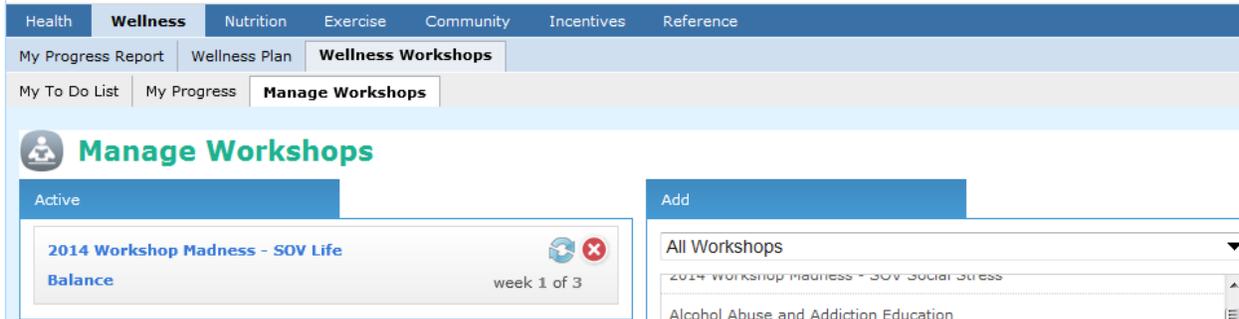
**Workshops must be completed by November 1, 2015. You must register with enough time to complete the specific workshop. Workshops vary in length from 1 to 12 weeks.**

- a. Go to: <https://mybluehealth.bcbsvt.com>
- b. Log in with your Username and Password
- c. Select “Wellness” from the menu bar
- d. Select “Wellness Workshops”
- e. Select “Manage Workshops”
- f. Scroll through the available workshops under “Add” and click on your workshop of choice
- g. Select “Sign Up”
- h. Complete weekly tasks found on your dashboard/homepage.
- i. Completion points will be loaded upon completion of the workshop.



**11. [How do I unenroll from a Workshop?](#)**

- Go to: <https://mybluehealth.bcbsvt.com>
- Log in with your Username and Password
- Select “Wellness” from the menu bar
- Select “Wellness Workshops”
- Select “Manage Workshops”
- You will see your current workshop listed under the “Active” Tab
- Click on the red “x” to unenroll from the workshop
- You are now able to enroll for another workshop



**12. [What challenges will be offered in 2015?](#)**

- Four challenges will be offered during 2014. Registration announcements will be sent out via email and the wellness portal.

Challenge	Type of Challenge	Registration Period	Start Date	End Date
Waist Management	Weight Management	1/5/15	1/19/15	3/1/15
Vermont Strong	Activity-Strength Training	3/23/15	4/6/15	5/17/15
LiveWell Veggie Challenge	Nutrition	7/6/15	7/20/15	8/16/15
Stress Management	Stress Management	9/7/15	9/21/15	10/18/15

**13. [How do I complete a challenge?](#)**

- All challenges have unique completion requirements. Please read through components during each challenges’ registration period.

**14. [How do I document my Annual Exam?](#)**

***Annual Exams must be completed between November 1, 2014 and November 1, 2015.***

- Click on “Incentive” tab from your dashboard.
- Click on “Incentive Summary” tab.
- Click on “Annual Exam Verification Form: 11/1/14-11/1/15”
- Complete the form.

