



Policy: 2019002

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WELLNESS PROGRAM POLICY

The City of Findlay supports the overall health and well-being of its employees. A healthy workforce results in a more productive workforce with less absenteeism, few accidents, lower health care demands, and greater overall savings by reducing the incidence of disease and disability. City employees are encouraged to participate in all wellness program activities in order to reduce health risks before serious problems occur and to improve management of existing health conditions.

Purpose

The purpose of the City of Findlay's Wellness Program is to create a "culture of wellness" by providing activities and information that promote a healthy and fit lifestyle.

The activities will concentrate on the following areas:

- Weight Control
- Diet and Exercise
- Stress Management

Conditions of Eligibility

- Employees and their spouses that are currently covered under the City's group health plan. Spouses are not eligible for wellness activity incentives.

Activities for Employee Wellness

The City of Findlay encourages healthy lifestyles by:

1. Utilizing the Health Insurance Committee and City employees to assist with developing and implementing ideas and activities for employee wellness.
2. Communicating and promoting wellness programs and health improvement through the City's Health Insurance Committee, City's Healthy and Alive Facebook page and City's cofhealthyandalive.com email blasts.
3. Encouraging the inclusion of healthy food options for City functions.
4. Promoting the use of stairways instead of elevators.
5. Providing educational resources that promote exercise, good nutrition, and healthy lifestyles.
6. Providing a wellness incentive to participate in targeted wellness activities during the year.



Wellness Program Activity Guidelines

- All activities will be announced at least two weeks in advance of commencement. Any incentive information for activity participation will be provided as well.
- If participants are broken up into teams the selection of those team members will be random. This will be done so that no team will have a competitive advantage.
- Any and all activities must be compliant with rules, policies and/or laws that are addressed in any federal, state and/or local guidelines that address wellness programs with incentives and/or Protected Health Information.
- The City will comply with IRS rules and regulations.
- Incentives may be taxable.

Function

In working with the Health Insurance Committee, union representations, and the City's benefits consultants, we will develop annually, wellness program activities that are in compliance with all federal, state, and local rules, regulation, and laws.

Funding

The Health Insurance Committee may design City - sponsored initiatives that could have various incentives tied to participation and health contingent outcomes. The wellness and incentive budgets will be approved by Council as part of the annual budget process or in a special appropriation.

Compliance with Health Insurance Portability and Accountability Act of 1996 (HIPAA)

The Program will restrict the use and disclosure of protected health information (PHI) received and/or maintained in connection with the wellness incentive program in accordance with the provisions of the medical plan SPD describing the compliance requirements under HIPAA.

Director of Law Review _____

Human Resources Director _____

Mayor _____

Three handwritten signatures in blue ink are written over horizontal lines. The first signature is for the Director of Law Review, the second for the Human Resources Director, and the third for Mayor Christina M. Murray.