

Morningside College

ANNUAL EMPLOYEE HEALTH SCREEN PROCESS

The goal of the screening is to provide you with an increased awareness about your health. It also allows you to touch base with your provider each year.

How do I enroll for the health screen?

The enrollment period for existing employees is from 1/21/2020 to 2/29/2020. To enroll, come to the business office window and pay \$10 with cash or check, payable to Morningside College. (This is the fee for Unity Point to process your paperwork) This is not eligible for Flex Spending Account Reimbursement as it is not eligible to be submitted to your health insurance for payment. If you are a new employee hired between Jan -Oct, you will need to enroll within 30 days of employment. Anyone hired in Nov or Dec, will not be eligible until the following year's program. Each year a new program will be determined and communication will be sent out about that year's program.

What is the next step after I pay the \$10 to enroll in the program?

Decide when you would like to schedule your annual preventative exam with your personal physician between 1/1/2020 until 11/2020. There is no date give in the prior sentence as you will have to determine when the cut off can be for your appointment-Remember if you schedule your appointment in Nov, all labs numbers have to be on the form and faxed back to Unity Point by 11/30/2020 so discuss that with your physician before scheduling your appointment.

What should I discuss with my physician when I am making my appointment?

Verify your provider can measure all required biometric screening measurements (height, weight, waist measurement, blood pressure, lipid panel, blood glucose, and A1C if diagnosed with diabetes) also discuss if the physician will fax the form for you or if you will be responsible to pick up the form and fax or mail to Unity Point. If you pick up the form, you may want to retain a copy for your records. If it is lost in the mail, you may have to have another form completed and it will be easier if you retain a copy for your records. If your physician faxes the form, they may still have your completed form in your medical file and you could ask to have it re faxed. Also- discuss with your provider if they will charge you any additional fees. These fees will not be included in the Unity Point \$10 fee and will need to be paid separately and directly to your provider.

How will I know Unity Point has received my form?

Unity Point health professionals will mail a letter with your results to your home. These will be mailed once a month so you will need to follow up if you have not received your letter the end of the month following when the form was faxed to Unity Point.

What is the contact information for Unity Point? **FAX 712-224-4301 or Kelly Konz 712-224-4308, Kelly.Konz@unitypoint.org**

I am concerned about confidentiality, who will see my results?

The only individuals who see your results are the medical professionals at Unity Point. The results are mailed directly to the participant's home address. The results let you know how you fared on each test.

Confidentiality Statement:

All personal information is confidential and will require your written consent prior to any release of information. All individual information will be kept in the strictest confidence. The program will be constantly reviewed by the College Wellness Committee.

Screening Components:

- Weight, Height, Waist measurement
- Resting heart rate and blood pressure
- Full cholesterol panel
- Diabetes screen
- Blood Profile- lipids and glucose

Screening Guidelines:

(follow these to receive the most accurate results from your screening)

1. No food or beverages (except water) 12 hours prior to your appointment
2. No alcohol 24 hours prior to your screening appointment
3. Prescription medications should be taken a normal
4. **NO** smoking 30 minutes prior to the screening
5. Wear clothes that facilitates easy access to upper arm

Will the health insurance incentive program change for 2020?

No, the financial components of the program and the health targets will not change for 2020.

If I am eligible to receive an Incentive when will that affect my payroll check?

Any benefit you would receive would take effect on your January 2021 payroll check.