

MY REWARDS

QUALIFYING ACTIVITY GUIDE

EMPLOYER

GRAND TRAVERSE COUNTY

PLAN YEAR

AUGUST 1, 2019 – JUNE 30, 2020

This document provides participants with information regarding the Qualifying Activities (QAs) within the My Rewards program. For additional information, log into mymarqueehealth.com.

WELCOME TO THE GRAND TRAVERSE COUNTY 'MY REWARDS' PROGRAM!

In 2019 and 2020, Grand Traverse County employees may begin earning points and rewards for participating in a variety of health and wellness activities.

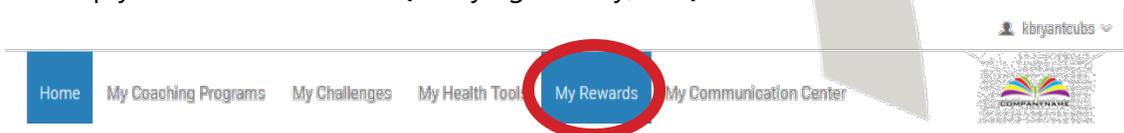
To begin taking the first step toward improving your health and earning rewards, Grand Traverse County employees are encouraged to enroll in the My Rewards program, at mymarqueehealth.com.

First time participants will need to create a personal profile on the site (recent versions of Chrome, Safari, Explorer, and Firefox are supported). Select 'Click Here to Register', enter '**gtwellness**' as your company code, and complete the registration process. After you've registered, you will use your own personal username and password for return visits, so make sure to store it in a safe place.

Are you a first-time user?

[CLICK HERE TO REGISTER!](#)

To begin earning points, select 'My Rewards' in the top navigation bar and enroll in the program. After you're enrolled, you can complete programs, challenges and activities to begin earning points! This guide will help you understand each Qualifying Activity, or QA.



Thanks again for participating! If you have any questions, please contact Marquee Health at myrewards@mywellportal.com or call 800.882.2109.



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MY REWARDS TIERS FOR GRAND TRAVERSE COUNTY

Throughout the plan year, program participants may earn points for completing a variety of Qualifying Activities. Participants who earn the qualifying number of points each quarter will be eligible for the quarterly raffle:

QUARTER 1

- Earn 100 points to be entered into the raffle for a chance to win a \$100 gift card.

QUARTER 2

- Earn 200 points to be entered into the raffle for a chance to win a \$100 gift card.

QUARTER 3

- Earn 300 points to be entered into the raffle for a chance to win a \$100 gift card.

QUARTER 4

- Earn 400 points to be entered into the raffle for a chance to win a \$100 gift card.

REWARDS FOR GRAND TRAVERSE COUNTY EMPLOYEES

Upon achieving the aforementioned milestones, you will be eligible to select a gift card at a participating merchant, including Amazon, Nike, Home Depot and many more. Electronic gift cards will be emailed to the email address stored in your online wellness profile.



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MY REWARDS

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THREE CLASSIFICATIONS OF QUALIFYING ACTIVITIES

This guide will help you understand and access Qualifying Activities that are available to you through the My Rewards program. By completing these Qualifying Activities, you will earn points and achieve the status levels described in the previous section.

There are three types of Qualifying Activities included in the program, each with a different method for logging participation:

- **Self-Verified (SV)** Healthy activities that are tracked by you and manually entered within the My Rewards member portal on mymarqueehealth.com (ex: dental exam; monthly webinars). In some cases, additional documentation must be provided to verify completion of the activity. Documentation can be emailed to myrewards@mywellportal.com.
- **Portal Verified (PV)** Activities that are completed within the web portal at mymarqueehealth.com and uploaded systematically within the participant's My Rewards page (ex: online coaching program such as UBreathe or UFit).
- **Third-Party Verified (TV)** Activities completed outside of the web portal that are uploaded by the system administrator and reflected within your My Rewards page (ex: biometric screenings; health coaching participation).

In this user guide, each Qualifying Activity will indicate the activity type that will determine the participant responsibility for reporting, tracking or logging participation.

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QUALIFYING ACTIVITIES FOR GRAND TRAVERSE COUNTY

For 2019-2020, the wellness program includes Qualifying Activities divided into three categories:

- Wellness Education
- Preventive Care
- Other

1. WELLNESS EDUCATION

QUALIFYING ACTIVITY	POINTS EARNED	FREQUENCY
Telephonic Coaching Program		
- UFit (Advanced Physical Activity)	100	Annual
- UFuel (Personalized Nutrition)	100	Annual
- URest (Sleep Hygiene)	100	Annual
- UMove (Beginning Physical Activity)	100	Annual
- UBreathe (Tobacco Cessation)	100	Annual
- UPlusOne (Prenatal Wellness)	100	Annual
- UBody (Weight Management)	100	Annual
- UBeat (Heart Health)	100	Annual
- UBalance (Stress Management)	100	Annual
- UCents (Financial Wellness)	100	Annual
- U&Yours (Family Health)	100	Annual
Online Coaching Program		
- UFit (Advanced Physical Activity)	100	Annual
- UFuel (Personalized Nutrition)	100	Annual
- UBreathe (Tobacco Cessation)	100	Annual
Lunch & Learns	25	Monthly
Monthly Wellness Webinar	25	Monthly

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Telephonic Coaching Program (TV)

You have access to expert guidance and support in the form of telephonic coaching programs through Grand Traverse County. Enroll, engage and complete the programs in the chart above to earn points. Each coaching program includes six to eight structured telephonic sessions with a health educator.

To enroll in a program, call 800.882.2109 and press '1' to speak with a Marquee Health Coach. Upon completion of each program, you will be awarded the applicable My Rewards points. Please allow up to 15 days to see the applicable points.

Online Coaching Programs (PV)

You also have access to expert content in the form of online coaching programs at mymarqueehealth.com. Enroll and complete one or more of these programs today to earn points. Each coaching program includes six to eight eLearning sessions. To enroll in a program, log on to mymarqueehealth.com and click on 'My Coaching Programs' in the top navigation bar. Select from the menu of coaching programs.

Upon completion of each program, you will be awarded the applicable My Rewards points. Please allow up to 15 days to see the applicable points.

Lunch & Learns (SV)

Each month, you are invited to attend a lunch and learn event. After attending the event, click on the 'My Rewards' section at mymarqueehealth.com and select the day you wish to log your activity in the 'Log Date' navigation bar. Select 'Yes' next to the Lunch and Learn activity to automatically earn points.

Monthly Webinar Participation (SV)

Each month, you are invited to attend a live wellness webinar. To register for an upcoming webinar or to view a previously-recorded archived webinar, visit www.mywellwebinar.com and click on the one that you would like to view. After viewing the webinar, click on the 'My Rewards' tab at the top of the page and select 'Yes' next to the Monthly Webinar activity to automatically earn points.

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2. PREVENTIVE CARE

QUALIFYING ACTIVITY	POINTS EARNED	FREQUENCY
Biometric Screening	200	Annual
Annual Physician's Visit	50	Annual
Dental Exam	50	Annual
Vision Exam	50	Annual
Flu Shot	50	Annual

Preventive care plays a significant role in staying healthy! By proactively assessing and engaging in personal care and health management, you can avoid the onset of many chronic conditions. The My Rewards program at Grand Traverse County offers points for the following preventive screenings:

- **Annual Physician's Visit (SV)**
- **Dental Exam (SV)**
- **Vision Exam (SV)**
- **Flu Shot (SV)**

To qualify for My Rewards points, you must submit proof, along with your full name and the company you work for, to myrewards@mywellportal.com. Proof can include:

- **An explanation of benefits;**
- **A medical record indicating the type and date of service provided;**
- **A copy of your screening results from the doctor's office.**

Please allow up to 30 days for the points to be reflected in your account.

Biometric Screening Completion (TV)

Onsite and offsite biometrics are provided to you through Marquee Health. Please visit mymarqueehealth.com for more information on how to schedule your biometric screening. All biometric screening participants will earn 200 points. Biometric screening participation will be entered into your My Rewards summary. Please allow up to 30 days after your screening to see the updated points.



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3. OTHER

QUALIFYING ACTIVITY	POINTS EARNED	FREQUENCY
Wellness Challenges	50	Quarterly
Tobacco-Free Status	50	Once
Community Service	50	Once
Daily Steps	1	Daily

Company Wellness Challenge (PV)

Throughout 2019-2020, you will have the opportunity to participate in several company wellness challenges and competitions, which may include a walking challenge, stress management or a hydration challenge. Prior to the beginning of a new challenge, you will receive an email inviting you to enroll. All challenge-related activities will be tracked within the 'My Challenges' page at mymarqueehealth.com. By registering and completing each challenge, you will earn My Rewards points! The applicable points will automatically be added to your account upon completion of the challenge. Please allow up to 15 days to see the points.

Tobacco-Free Status (SV)

Being tobacco-free is another way that you can earn My Rewards points. Each participant can self-report their Tobacco-Free Status in the My Rewards system. Click on the 'My Rewards' section at mymarqueehealth.com and select the day you wish to log your activity in the 'Log Date' navigation bar. Choose 'Yes' next to the Tobacco-Free Status option to automatically earn points.

Community Service (SV)

Grand Traverse County encourages active involvement in the communities in which we live and work. Giving back to your community is another way that you can earn My Rewards points. Simply submit proof of your community service participation, along with your full name and the company you work for,

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to myrewards@mywellportal.com to qualify for points. Please allow up to 30 days for the points to be reflected in your account.

Daily Steps (SV)

Do you have any idea how many steps you take in a day? Start tracking your step totals today at mymarqueehealth.com and earn one (1) My Rewards point for every day you meet or exceed 7,500 steps. Employees may track the number of steps manually each day on the mymarqueehealth.com website or by syncing a device under the 'My Rewards' tab.

To manually track your daily steps:

- Log into mymarqueehealth.com with your username and password.
- Click on the 'My Rewards' tab at the top of the homepage.
- Enter your total number of steps in the text box next to 'Daily Steps' each day.
- Participants can go back up to 7 days to log daily steps by changing the 'Log Date' within the top toolbar.

To sync a device (Fitbit, Garmin, Jawbone, Misfit, Google Fit, Nokia (Withings), Samsung Health):

- Log in to mymarqueehealth.com with your username and password.
- Click on the 'My Rewards' tab at the top of the homepage.
- Click on the 'Profile' button along the top toolbar.
- Click on the 'Tracker' tab.
- Next to 'Activity Tracker', use the drop-down menu to locate and select your device.
- Click 'Authorize' next to your device. *You may need to disable your pop-up blocker.*
- Log in to your tracking devices site and authorize your device to be connected. Initial sync will take about 24-48 hours.

For each day that you exceed 7,500 steps, you will earn one (1) point. Points will be reflected immediately after manually logging your steps or syncing your device.

For additional information regarding the Grand Traverse County My Rewards program, visit mymarqueehealth.com, email myrewards@mywellportal.com, or call 800.882.2109.

