



IPBC Wellness Program Package Checklist

Introductory Package (Available only in the first year of implementing a Wellness Program):

- Implement Health Screenings/Health Assessment
 - Fingertick or Venipuncture
 - Varying vendors – based on current relationships, cost, etc.
 - Core tests: BMI or Waist Circumference, Blood Pressure, Cholesterol (separate HDL & LDL), glucose, triglycerides
 - Aggregate report required at an Employer Level and reported to the GBS Data Warehouse.
- Implement One Other Component of Package A

Package A (Baseline Year): All items must be completed annually unless otherwise noted

- Wellness Opportunities/Resources Assessment (Every five years)
- Senior leadership memo (Every two years)
- Wellness interest survey (Every five years)
- Create wellness committee and hold at least 4 meetings per year
 - Wellness committee format can vary by member group
- Establish mission and “measurable” goals (Mission every five years/goals annual)
 - Establish at least 2 measurable goals
 - Mission/Goals to be reported on worksheet provided by Gallagher
 - Well-Being approach – worksheet provided by Gallagher (optional)
- Implement Health Screenings/Health Assessment
 - Fingertick or Venipuncture
 - Varying vendors – based on current relationships, cost, etc.
 - Core tests: BMI or Waist Circumference, Blood Pressure, Cholesterol (separate HDL & LDL), glucose, triglycerides
 - Aggregate report required at an Employer Level and reported to the GBS Data Warehouse.
- Communication Strategy – supported by senior leadership
 - Newsletter
 - Calendar – based on monthly health observances
 - Wellness policy
- Strategy meeting with GBS Wellness Consulting Team
 - Includes review of health claim analysis (GBS Insider) and screening results
- Investment(budget) outline - OPTIONAL



Package B:

- Include all of Option A's program features
- Participation commitment for health screening – 50% minimum participation of enrolled employees
 - Eligibility – Enrolled employees, spouses and retirees
 - Venipuncture based – standard, fingerstick allowed
 - Health assessment is required
- Incentive strategy
- Establish at least 4 measurable goals
 - Example : Reduction in...
- Implementation of “Action Based” programs
 - Offer at least 2 programs to employees
 - Examples:
 - Health coaching – inbound and outbound
 - Online education modules
 - Physical activity program
 - Nutrition program
 - Stress management program
 - Onsite seminars
 - Onsite activities (sports team participation, walking club, onsite fitness participation, etc.)

Package C:

- Include all of Option B's program features
- 75% minimum participation of enrolled employees in health screening
 - Eligibility – Enrolled employees, spouses and retirees
- Health screenings – Smart Testing or Decision Tree Model based (optional)
- Incentive strategy
 - To earn incentives employees must comply with age appropriate screenings and dental exam
- Integrate metric dashboard to track year over year program analysis