

Promote Well-being.

Dear Employee,

Since you elected to participate in the healthcare premium reduction program during annual enrollment you are required to register for Teladoc (if you have not previously done so) and complete an annual biometric screening by May 31, 2019. WMC is offering the biometric screening through Aetna and Quest Diagnostics Health & Wellness. The screening is free and confidential. This communication explains how to register for Teladoc and your Quest biometric screening.

Quest Biometric Screening

You have two options to complete your screening as outlined below:

1. Participate in an onsite event at one of the dates and locations listed below:

<u>EVENT DATE</u>	<u>START TIME</u>	<u>END TIME</u>	<u>LOCATION NAME</u>	<u>REGISTRATION CLOSES</u>
03/18/2019	09:00 AM	03:00 PM	Taylor Pavilion Media Center	03/04/2019
03/25/2019	09:00 AM	03:00 PM	Bradhurst HR Training Room; Suite 3080N	03/11/2019
03/28/2019	09:00 AM	03:00 PM	Taylor Pavilion Media Center	03/14/2019
04/01/2019	09:00 AM	03:00 PM	Taylor Pavilion Media Center	03/18/2019
04/09/2019	09:00 AM	03:00 PM	Bradhurst HR Training Room; Suite 3080N	03/26/2019
04/12/2019	09:00 AM	03:00 PM	Taylor Pavilion Conference Center	03/29/2019
04/18/2019	09:00 AM	03:00 PM	Taylor Pavilion Conference Center	04/04/2019
04/25/2019	09:00 AM	03:00 PM	Taylor Pavilion Media Center	04/11/2019
04/29/2019	09:00 AM	03:00 PM	MidHudson Regional Hospital: Atrium Conference Room	04/15/2019
04/30/2019	09:00 AM	03:00 PM	Maria Farari Children's Hospital Conference Room A	04/16/2019
05/06/2019	09:00 AM	03:00 PM	Taylor Pavilion Conference Center	04/22/2019
05/10/2019	09:00 AM	03:00 PM	Taylor Pavilion Conference Center	04/26/2019
05/15/2019	09:00 AM	03:00 PM	Bradhurst HR Training Room; Suite 3080N	05/01/2019
05/20/2019	09:00 AM	03:00 PM	Taylor Pavilion Conference Center	05/06/2019

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You must schedule your appointment online on the Quest website at least two weeks prior to the event. Quest cannot guarantee the availability of walk-in appointments the day of the screening.

- 2. Visit your doctor and bring a physician form from Quest.** The Quest website provides you with a pre-populated personal form for your doctor customized to include the specific tests that are required. Lab work can be completed at any lab. You may also request that your physician fax a prescription for lab work to the WMC lab located in the Bradhurst Ave. building, new lab located on Westchester Ave. in White Plains or MidHudson Hospital's outpatient lab located at MidHudson Hospital. The lab will notify your physician of your test results. Your physician then completes the Quest form indicating your results and faxes the form to Quest. Your physician may also return the form directly to you to fax to Quest or you can upload it to their website. WMC Advanced Laboratory Services is located at 19 Bradhurst Ave., Suite 2600 South. Hours of operation are Monday - Friday, 8:00 a.m. - 5:30 p.m. Your physician may fax the lab request to (914) 493-2426. There is a new WMC lab located at 244 Westchester Ave., Suite 209, White Plains, NY. Hours of operation are Monday - Friday, 8:00 a.m. - 5:00 p.m. Phone number is 914-368-7604. Your physician may fax the lab request to 914-368-7607. No appointment is necessary at either lab. MidHudson's outpatient lab is located at MidHudson Hospital. Their hours of operation are Monday - Friday from 7:00 a.m. - 5:30 p.m. and Saturday from 8:00 a.m. - 1:00. Their fax number is (845) 483-5922. **If you've had a recent physical exam and blood work on or after November 1, 2018, your doctor can complete the Quest form using those results.**

You can get started on either of the above by following these simple steps:

- Visit <https://My.QuestForHealth.com>
- If this is your first time using this site, please use the following information to register:
 - Click the **Register Now** button in the **Sign Up Now** area
 - Enter your **Registration Key: wmchealth** and click the **Continue** button
 - Enter your **Aetna ID number** located on your Aetna ID card and provide the other information as prompted to complete the registration process.
 - **Select Get Started** to go to the **Screening Home Page**.
 - Select **Participate Now** and follow the instructions to schedule your appointment or obtain a form for your physician.
- If you have previously used the Quest website enter your Username and Password and follow the steps outlined above.

After scheduling, you should receive confirmation and appointment reminder emails. If you or your physician submits the physician form with your results, you will receive a confirmation email from Quest that the form was received. You will receive another email when it has been processed. Please be on the lookout for your confirmation email.

What to Expect at Your Screening

- These tests do not require fasting. Take all medications according to your regular schedule.
- The on-site screening takes about 15 minutes from check-in to completion and includes: biometric measurements (height, weight, and Blood Pressure measurements) and a finger stick blood draw.
- After your screening, you will have a brief consultation with a phlebotomist who will provide you with your results.

Receiving Your Results

If you attend an on-site screening, in addition to receiving your results at the time of screening they will also be available on-line. If your physician completes the Quest form, your results will be available on-line and also mailed to your home address.

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Confidentiality Assured

All information in the assessment and the results report is personal and confidential, as protected by federal law. WMC will not have access to your individual results.

Questions

For questions regarding the Quest website please contact Quest's Health & Wellness Service Center by phone at (855) 623-9355, Monday - Friday 7 a.m. - 8:30 p.m. Central time, and Saturday 7:30 a.m. - 4 p.m. Central time.

Registering For Teladoc (if you or a family member is not already registered)

Powered by Aetna, Teladoc gives you 24/7 access to a U.S. board-certified doctor through the convenience of phone, video or mobile app for a \$15 copay per visit. Members, their spouses and domestic partners can set-up a free Teladoc account by phone, web, mobile app or by texting. You do not need to use Teladoc; only set up your account for the future. Being registered makes it easy to access care if you need it.

Choose How to Set Up a Teladoc Account	
1. Online	Go to Teladoc.com and click "set up account".
2. Mobile app	Visit teladoc.com/mobile app to download the app. Download the app and click "Activate account".
3. Call Teladoc	1-855-835-2362
4. Text	Text GET STARTED to 469-844-5637

The Health Premium Reduction Plan was available starting with your first paycheck in January 2019. **You must complete the biometric screening and register for Teladoc by May 31, 2019 in order to keep the reduced premiums for the remainder of 2019.** If you signed up for the Health Premium Reduction Plan but do not complete the Biometric Screening **and** register for Teladoc your premiums will be increased for the remainder of the year. You will also be required to reimburse the premium reduction you received since January 1. Only employees need to complete a screening to receive the full premium discount for themselves and their eligible dependents. Your spouse or dependent children are not required to take a biometric screening in order for you to receive the full discount. Only one individual needs to register for Teladoc; either you, your spouse or domestic partner.

Questions?

If you have questions, please contact the Benefits Office at WMC at 914-493-7144 or by e-mail at www.BenefitsHelp@wmchealth.org.

Sincerely,



Jordy Rabinowitz
Sr. Vice President, Human Resources