

Who is Eligible?

Active, full-time employees of the University in the following classes are eligible for the Wellness Program incentive:

- AFSCME
- Adjunct Level 3
- Administrative
- CTA
- Nurse
- Police
- Kendall Faculty & Staff
- FFA

Wellness Program Benefits

Participants in the Wellness Program that are enrolled in the Ferris State University sponsored medical coverage will be eligible to earn quarterly pre-tax incentives of up to \$75 for employee participation and up to \$45 for spouse participation. Incentives will be paid out in a lump sum twice a year, in February for Q1 & Q2 and in August for Q3 & Q4.

- Participants will be eligible for a 50% discount on the public membership rates at the Student Recreation Center and the Racquet and Fitness Center for new and renewed memberships. This discount will apply to the membership fees for the employee, 2 person, and family membership fees.
- Participants may be entered into drawings for various giveaways throughout the year.

For the purpose of the Wellness Program, the quarters are as follows:

- 1st Quarter (Q1): July 1 – September 30
- 2nd Quarter (Q2): October 1 – December 31
- 3rd Quarter (Q3): January 1 – March 30
- 4th Quarter (Q4): April 1- June 30

To Start Participating in the Wellness Program

In order to be considered an active participant in the Wellness Program, full-time, benefit-eligible employees and spouses must complete the following “**gateway**” requirements by the appropriate deadlines on an annual basis:

1. Complete the annual Health Risk Assessment (HRA) before the end of the quarter
2. Complete the annual onsite Biometric Screening or clinical data form completed by your doctor before the end of the quarter (Asset Health must **receive** the form before the end of the quarter, for it to count in that quarter)

To Earn Incentives in the Wellness Program

Once you meet the gateway requirements above (must do gateway requirements annually) you are eligible to earn the cash incentives in the Wellness Program, by completing the following step each quarter:

1. Complete and track 10 “Healthy Activity Credits” on the Asset Health website each quarter. Participants will have a 7-day grace period to **record** their credits from the quarter that just ended.

To Remain a Participant in the Wellness Program & Earn the Incentive

1. You must complete a Biometric Screening **annually**
2. You must complete a Health Risk Assessment (HRA) **annually**
3. Complete and record 10 Healthy Activity Credits each quarter

In any quarter that you fail to meet the above requirements, your incentive will not be earned for that quarter. Going forward, at the point in any quarter that you once again meet the above requirements, you will begin earning the quarterly Wellness Program incentive again.

Asset Health Login Information

To access a list of acceptable Healthy Activities, please visit assethealth.com/ferrisstateuniversity
First time users will use the following credentials:

Employees

Username: Ferris Banner ID# Password: your 5-digit home zip code

EXAMPLE: Username: 12345678 Password: 49307

Spouses with a Banner ID# (Employee hired before 2/1/14)

Username: Ferris Banner ID# Password: your 5-digit home zip code

EXAMPLE: Username: 87654321 Password: 49307

Spouses **without** a Banner ID# (Employee hired before 2/1/14)

Username: Employee's ID# + "s" Password: your 5-digit home zip code

EXAMPLE: Username: 12345678s Password: 49307

Newly married spouses & spouses of employees hired after 2/1/14 use Spousal Registration

How to register a spouse:

1. Ferris State University employee will access his/her account.
2. Click on my settings located in the upper right side of the home page.
3. Fill out the required information.
4. Once the required information has been entered hit the submit button at which point the employee will inform his/her spouse the username and password that he/she has created.
5. The Spouse will log in to the site and start the Asset Health experience.

If you have a question regarding the Wellness Program please contact Human Resources in Prakken 150 at 231-591-2150.

Additionally, employees may contact Asset Health Services at support@assethealth.com or 1-855-444-1255.