



**STATE HEALTH BENEFIT PLAN (SHBP)
2014 ACTIVE EMPLOYEE TOBACCO USERS CESSATION POLICY**

This policy applies to members who are tobacco users and paying the tobacco surcharge.

Healthways' offers telephonic tobacco cessation wellness coaching programs to assist SHBP members to quit using tobacco products. SHBP members who enroll and are actively engaged in the telephonic tobacco cessation health coaching programs are eligible for coverage of tobacco cessation medications. For complete details or to sign-up for the coaching, please call Healthways at 888-616-6411.

This policy allows you to have the tobacco surcharge removed by completing the surcharge removal requirements through your wellness vendor Healthways as outlined below.

The maximum surcharge applies if the employee or any of the employee's enrolled dependents are not tobacco-free or do not complete the coaching program.

If you and your enrolled dependents complete the telephonic tobacco cessation wellness coaching program, you will be able to avoid the surcharge for the entire year. This means that all of the tobacco surcharge you paid in 2014 will be refunded after the completion all of the surcharge removal requirements including submission of supporting documentation and affidavit. All surcharge removal requirements must be completed and received in 2014.

If you think you might be unable to complete the surcharge removal requirements, you might qualify for an opportunity to avoid the tobacco surcharge by different means. Contact Healthways at 888-616-6411 and we will work with you (and, if you wish, with your doctor) to find a wellness program with the same reward that is right for you in light of your health status.

NOTE: Tobacco free means that you have not used tobacco products within the last 60 days.

If you are Tobacco-Free for less than 60 Days you are subject to the tobacco surcharge unless you do the following:

You must:

- Complete the online Healthways Well-Being Assessment in 2014 at BeWellSHBP.com and click "Member Login" to begin
- Print confirmation of completion of the online Well-Being Assessment
- Complete a telephonic tobacco cessation wellness coaching program through Healthways in 2014.
- Obtain a Letter of Completion from the telephonic tobacco cessation wellness coaching program by calling Healthways at 888-616-6411
- Complete and sign the SHBP 2014 Active Employee Tobacco Users Cessation Affidavit Form located at www.dch.georgia.gov/shbp-publications-forms, under "Additional Benefits and Surcharges"
- Submit the signed SHBP 201 4 Active Employee Tobacco Users Cessation Affidavit Form, and your confirmation of completion of the online Well-Being Assessment and your Letter of Completion of the telephonic tobacco cessation wellness coaching program to your payroll location benefit coordinator, who will complete the required deduction information and submit to SHBP for processing.

Comment [LM1]: This is an outcome-you have to have an alternative that is not outcome based i.e. coaching.



INSTRUCTIONS FOR ACCESSING THE HEALTHWAYS WELL-BEING ASSESSMENT AND WELLNESS PROGRAMS

To take the online Well-Being Assessment:

1. **Go to BeWellSHBP.com and click 'Member Login'**
2. Click the **"Start Assessment"** to begin.
3. You will be asked to enter your five credentials of **First Name, Last Name, Date of Birth, Zip Code and Gender**. This information should be entered exactly as it appears on your BCBSGa medical insurance card.
4. Enter and confirm your preferred email and click Create Email.
5. A verification email from "Healthways WBA" will be sent to you. Open it and click on the link provided in the body. Click **"Next"** to acknowledge your email verification.
6. Click **"take Well-Being Assessment"** to begin your WBA.
7. Within 24 hours after completing your Well-Being Assessment, you will receive an email from "Healthways WBA" letting you know it is time to create your Well-Being Plan.

To utilize an online wellness coaching program:

1. **Go to BeWellSHBP.com and click "Member Login"**
2. **Returning Users** will click **"Sign In"** then enter your user name and password that you created earlier.
3. **New Users** will click **"Sign Up"** and enter your five credentials of **First Name, Last Name, Date of Birth, Zip Code and Gender**. You must follow the steps outlined above to complete the Well-Being Assessment.
4. You can create your Well-Being Plan and begin your online wellness activities.

To register for a telephonic wellness coaching program:

1. Call Healthways at 888-616-6411.