



**STATE HEALTH BENEFIT PLAN (SHBP)
2016 RETIREES NON-TOBACCO USERS SURCHARGE POLICY
FOR BLUE CROSS AND BLUE SHIELD OF GEORGIA (BCBSGa) AND
UNITEDHEALTHCARE MEMBERS (non-Medicare Advantage)**

**It takes 6 to 8 weeks to complete the requirements for surcharge removal.
You must complete the Healthways Well Being Assessment and a telephonic well-being coaching program or any online tracking by December 15, 2016.**

This policy applies to BCBSGa and UnitedHealthcare (non-Medicare Advantage) members who are not tobacco users and are paying the tobacco surcharge due to an error in their election during enrollment.

The surcharge applies if the member or any of the member's enrolled dependents are not tobacco-free or do not complete the Tobacco Surcharge Removal Requirements.

BCBSGa and UnitedHealthcare (non-Medicare Advantage) members who are not tobacco users may have their tobacco surcharge removed by completing the Tobacco Surcharge Removal Requirements through their well-being vendor Healthways as outlined below.

If you and your enrolled dependents complete the Tobacco Surcharge Removal Requirements, you will be able to avoid the surcharge for the entire year. This means that any surcharge paid prior to completion of the Tobacco Surcharge Removal Requirements may be refunded after the completion of all Tobacco Surcharge Removal Requirements. All Tobacco Surcharge Removal Requirements must be completed between January 1 and December 15, 2016.

Tobacco Surcharge Removal Requirements

The following steps are for SHBP members covered under BCBSGa and UnitedHealthcare (non-Medicare Advantage) Plan Options ONLY and will not satisfy surcharge removal requirements for members enrolled in other Plan Options.

If you are not a tobacco user and are paying the tobacco surcharge due to an error in your election during enrollment, you must:

- 1. Complete the online Healthways Well-Being Assessment between January 1 and December 15, 2016 at BeWellSHBP.com by clicking "Take My Well-Being Assessment" to begin.**
- 2. Complete a telephonic well-being coaching program through Healthways by calling: 888-616-6411 to enroll OR perform two online well-being activities within a calendar month. You must login and record in each of the two trackers a minimum of five times. For example, track exercise 5 times within a calendar month and track food 5 times within a separate calendar month.**
- 3. Once you have completed Steps 1 and 2 above, call Healthways at 888-616-6411, select the coaching option, and notify them that you have completed the Tobacco Surcharge Removal Requirements and request a Letter of Completion to retain for your records.**