1. **Who is eligible to participate in the Healthy LIFE Incentive Plan?**
   - All regular, full-time employees are eligible to participate and earn the monetary rewards when requirements are met.
   - Other part-time employees are welcome to participate in Healthy LIFE programs to promote improved health, however, he/she is not eligible to earn monetary rewards.

2. **When will I receive the monetary reward?**
   - Awards will be paid monthly, grace period may be necessary.
   - After completing the MyHealth Assessment on-line (paper version will be available for those who have not elected MSU’s health insurance), Anthem will (monthly) provide names of individuals who completed the Step 1 requirement. Once processed, the employee will notice the fifty dollar ($50) monetary reward on his/her pay stub listed as “wellness.”
   - After meeting the criteria listed in the Navy, Silver or Gold, the employee can submit required documents (all in one) to Health Services, Wells Hall. The employee must submit paperwork indicating which category he/she completed and all supporting documentation. Data will be accepted anytime within the tracking period (January 1-December 16, 2011). Once processed, the employee will notice the monetary reward on his/her pay stub listed as “wellness.”
   - Monetary incentives are taxed.

3. **I am not enrolled in MSU’s benefits plan. Does this make me ineligible to participate?**
   - Employees who “opt out” of MSU’s benefit plan are eligible to participate in MSU’s Healthy LIFE Wellness Incentive Plan. Because the Health Risk Assessment (Step 1 of the plan) is available only for employees covered by MSU’s benefits plan, employees who “opt out” should contact Amelia Dodd for an alternative to allow completion of a Health Risk Assessment (Step 1 of MSU’s Healthy LIFE Incentive Plan).
   - MSU employees who “opt out” of the benefit plan do not, however, have access to Anthem’s on-line Healthy Lifestyles programming options.

4. **What is MyHealth Assessment?**
   - MyHealth Assessment is a health risk assessment (HRA) administered by Anthem. An HRA is a simple questionnaire that compiles data about current health habits, past medical history, family history, and readiness to change. To obtain a more accurate analysis, each employee will be required to provide recent measurements of blood pressure, blood glucose, lipid analysis, etc. (see below). The questionnaire takes 10-15 minutes to complete. After the questionnaire is complete, a Health Profile/Analysis will be generated that provides an overview of the employee’s current health and lists modifiable (changeable) and non-modifiable (example: age, sex, family history) factors that influence health. In addition, the document will provide recommendations to assist in making healthy lifestyle changes.
   - Specific information provided in the HRA regarding health is **strictly confidential**. MSU will receive data only on the names of employees who completed the assessment and overall (group) data so that educational programs/interventions may be planned according to need. The employee who utilizes Anthem’s one-on-one coaching may choose to share individual information to develop goals and interventions. Personal information will not be shared with a health benefit administrator or the University for any other purpose without permission of the employee. If permission is received (by signing the statement in the Healthy LIFE Incentive Plan booklet and by submitting documentation to support the category chosen), only a select individual(s) will review the data while abiding by strict confidentiality guidelines.

5. **How do I access MyHealth Assessment?**
   - First-time users to Anthem.com:
     - Go to www.anthem.com
     - Select ‘Register’ and follow the on-screen prompts to create a user name and password. (Remember to write the information down and store it in a safe place for future use.)
     - Once registered, select ‘MyHealth Assessment’ (link found under the 360° Health) to complete the health risk assessment.
   - Registered participants returning to Anthem.com:
     - Go to www.anthem.com
     - Select ‘login’ and enter a user name and password
     - Select ‘MyHealth Assessment’

6. **What specific information will I need to input on MyHealth Assessment (the HRA)?**
   - Please be prepared to input the data and lab values listed below:
     - Height, weight, waist measurement
     - Blood pressure, pulse (heart) rate, % body fat (body composition)
7. How will the information from MyHealth Assessment help me?

- According to Anthem, “My Health Assessment not only measures the employee’s overall health, but it also gives specific action for changing habits and reducing health risks so each employee can see clearly and immediately where they stand and where to go. A broad range of easy-to-answer questions results in an in-depth report personalized for each individual, complete with risks, results and action steps. With our (Anthem’s) exclusive interactive scoring, it’s easy to test the impact that different lifestyle changes could have on an individual’s health. Finally, and most importantly, each employee is directly linked up to the anthem.com programs and resources that can help.”

8. How long will it take to complete the Health Risk Assessment?

- Timing varies from participant to participant, however the average time is 10-20 minutes.

9. When and where should I submit information for the Navy, Silver or Gold Racer?

- After meeting the criteria listed in the Navy, Silver or Gold Racer, the employee can submit required documents (all in one) to Health Services, Wells Hall. The employee must submit paperwork indicating which category they completed and all supporting documentation. Data will be accepted anytime within the tracking period. Once processed, the employee will notice the monetary reward on his/her pay stub listed as “wellness.”

10. After I submit my packet (completed Healthy LIFE Incentive Plan booklet and all supportive documents), who will review my packet to determine if I successfully met all requirements for the category I chose?

- A health professional, who is governed by HIPPA confidentiality guidelines, will review each set of materials.

11. Will the information I submit influence my employment at MSU or my health insurance?

- Absolutely not. Information received will be held in the strictest of confidence and will be utilized only for the Healthy LIFE Incentive Plan and in no way will influence employment or health coverage.
- Information submitted by the employee will be stored in a secure location and will be properly disposed of at the end of the tracking period (i.e. records will not be maintained long term).

12. If my incentive request is not approved, is there further action I can take?

- Yes. If the employee does not meet the specified requirements, the employee will be notified and additional documentation may be submitted prior to December 16, 2011. If, on the second review, the employee is still not approved, the next option will be discussed with the employee.

13. What is meant by “supportive documentation” that must be submitted with the Healthy LIFE Wellness Incentive Plan booklet?

- Supportive documentation provides verification that the criteria required for the category has been met. Acceptable documentation varies depending on the specific requirement and are as follows:
  - For biometric/medical data for the Silver or Gold Racer (requirements 1-7, 12 and 13): results from health fairs with the providers’ signature or a signed letter/documentation from an approved provider.
  - For the Navy Racer (requirements 1-5, 10 and 11), documentation from a physician indicating the employee is under his/her care to address the listed criteria. Specific details about the condition are not necessary.
  - “Lunch and Learn” session: employee must sign in and obtain a slip verifying attendance. This slip must be included with the packet.
  - “Read and Learn”: read the required material, complete the accompanying quiz and submit it with the packet.
  - Physical activity: utilize an activity/exercise log to track physical activity and submit with the packet.
  - Tobacco abstinence (Navy, Silver or Gold) or tobacco cessation program (Navy Racer): sign the applicable statement included in the Healthy LIFE Incentive Plan booklet.

14. If I had an abnormal test, but improved my values by 10%, even if the levels are not in the required ranges for the Gold or Silver Category, how can I verify that I still meet the requirement?

- To determine if the employee did indeed meet the “10% improvement from the last screening,” the employee must submit the lab values for both tests/screenings in the Healthy LIFE Incentive Plan booklet and include supportive documentation.

15. May I use lab values from previous tests (prior to January 2011) for the 2011 tracking period?

- No. Lab values, preventative exams and vaccinations must be within the tracking period (January 1, 2011 – December 16, 2011).

- Total cholesterol, LDL (bad) cholesterol, HDL (good) cholesterol, Triglyceride level, blood sugar (glucose)

- Current and past medical history

- Absolute not. Information received will be held in the strictest of confidence and will be utilized only for the Healthy LIFE Incentive Plan and in no way will influence employment or health coverage.

- Information submitted by the employee will be stored in a secure location and will be properly disposed of at the end of the tracking period (i.e. records will not be maintained long term).
16. What if my lab values or health factors do not fall within the ranges listed in the Gold or Silver Racer category?

- If an employee does not meet criteria for the Gold or Silver Racer, they are still eligible for a monetary reward (Navy Racer) by taking steps to address health/life factors. Studies indicate that prevention is key, but prevention is not always possible. Strict management is vital to slow or halt the progression of disease processes. To qualify for the Navy Racer, the employee must provide documentation from a health care provider/physician indicating they are seeking the provider’s assistance in addressing one or more of the areas listed below:

  1. Weight loss to influence BMI/Body Composition
  2. Management of blood pressure
  3. Addressing elevated blood glucose levels
  4. Addressing elevated lipids
  5. Participating in other disease management programs

- If it is unreasonably difficult to achieve the standards for the reward listed under this program, call Amelia Dodd at 809-6463. We will work with the employee to develop another way to qualify for the reward.

17. How do I know if my health care provider is “approved” to perform services/screenings listed in the Healthy LIFE incentive plan?

- Approved healthcare providers include all physicians, physician assistants, nurse practitioners and registered nurses. Additionally, MSU’s Health Services staff and healthcare providers at on-campus or community health fairs are accepted.

18. What is the difference between body mass index (BMI) and body composition utilizing skinfold, bioelectrical impedance or other methods?

- Both BMI and body composition are commonly utilized to predict disease risk based on weight and/or body fat (see below for general categories). Body mass index is used to assess weight and is determined through a formula utilizing body weight compared to height. A limitation of the BMI method is that it does not distinguish between lean body tissues (such as bone and muscle) and fat nor does it provide information on the location of body fat. The importance of knowing the location of body fat lies in the fact that greater amounts of body fat in the abdomen (belly region) is associated with greater health risks. On the other hand, using the BMI may be preferred in certain populations, such as in those considered to be obese, because other methods of determining body composition may be skewed or invalid.

- Body composition estimates relative amounts of body fat compared to lean body tissue (muscle, bone, etc.). A variety of methods are available to estimate body composition, some are more valid and/or reliable than others. In addition, each has numerous pros and cons such as cost, accuracy, availability, etc. The gold standard is underwater weighing; however, this method is not readily available. Other methods more commonly utilized include the skinfold technique and bioelectrical impedance.

  - Skinfold technique: The amount of subcutaneous fat has been shown to be a good indicator of total body fat. Using skinfold calipers, the amount of subcutaneous fat (fat beneath the skin) is measured at various locations on the body. The values are input into a formula and an estimated body fat percentage is determined.
  
  - Bioelectrical Impedance (BIA): Utilizing a device, a pain-free electrical signal is passed through the body. Conduction of this electrical signal varies as it travels through different body tissues; therefore, the speed of conduction is utilized to estimate body fat that is expressed as a percentage. Measurements may vary from actual percentages for a variety of reasons. To improve accuracy, it is recommended that the individual avoid vigorous exercise prior to the screening, wait 3-4 hours after eating, and avoid dehydration or drinking excessive amounts of water or caffeinated beverages prior to the test.

### BMI General Interpretation Guidelines

<table>
<thead>
<tr>
<th>Underweight</th>
<th>&lt;18.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal</td>
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</tr>
<tr>
<td>Overweight</td>
<td>25.0-29.9</td>
</tr>
<tr>
<td>Obese</td>
<td>30</td>
</tr>
</tbody>
</table>

### Female Jackson-Pollock Body Composition

<table>
<thead>
<tr>
<th>Age</th>
<th>Ideal</th>
<th>Good</th>
<th>Average</th>
<th>Fat</th>
<th>Obese</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;19</td>
<td>17</td>
<td>17.5-22.0</td>
<td>22.5-27.0</td>
<td>27.5-32.0</td>
<td>32.5+</td>
</tr>
<tr>
<td>20-29</td>
<td>18</td>
<td>18.5-23.0</td>
<td>23.5-28.0</td>
<td>28.5-33.0</td>
<td>33.5+</td>
</tr>
<tr>
<td>30-39</td>
<td>19</td>
<td>19.5-24.0</td>
<td>24.5-29.0</td>
<td>29.5-34.0</td>
<td>34.5+</td>
</tr>
<tr>
<td>40-49</td>
<td>20</td>
<td>20.5-25.0</td>
<td>25.5-30.0</td>
<td>30.5-35.0</td>
<td>35.5+</td>
</tr>
<tr>
<td>50+</td>
<td>21</td>
<td>21.5-26.5</td>
<td>26.5-31.0</td>
<td>31.5-36.0</td>
<td>36.9+</td>
</tr>
</tbody>
</table>

### Male Jackson-Pollock Body Composition

<table>
<thead>
<tr>
<th>Age</th>
<th>Ideal</th>
<th>Good</th>
<th>Average</th>
<th>Fat</th>
<th>Obese</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt;19</td>
<td>12</td>
<td>12.5-17.0</td>
<td>17.5-22.0</td>
<td>22.5-27.0</td>
<td>27.5+</td>
</tr>
<tr>
<td>20-29</td>
<td>13</td>
<td>13.5-18.0</td>
<td>18.5-23.0</td>
<td>23.5-28.0</td>
<td>28.5+</td>
</tr>
<tr>
<td>30-39</td>
<td>14</td>
<td>14.5-19.0</td>
<td>19.5-24.0</td>
<td>24.5-29.0</td>
<td>29.5+</td>
</tr>
<tr>
<td>40-49</td>
<td>15</td>
<td>15.5-20.0</td>
<td>20.5-25.0</td>
<td>25.5-30.0</td>
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<tr>
<td>50+</td>
<td>16</td>
<td>16.5-21.5</td>
<td>21.5-26.5</td>
<td>26.5-31.0</td>
<td>31.5+</td>
</tr>
</tbody>
</table>

19. How does my body composition influence my health?

- Elevated BMI (typically >25) or body composition values are associated with obesity-related health risks including elevated blood pressure, heart disease, high cholesterol, diabetes and certain types of cancer to list a few.
20. What is the significance of waist circumference on my health?

- The location or distribution of fat is a predictor of obesity-related health risks. Increased fat in the abdomen (belly) region, determined by waist circumference (WC), is associated with an increased risk for Type II Diabetes, altered blood lipids, high blood pressure and cardiovascular disease. In general, a waist circumference of $>95$ cm for men and $>80$ cm for women are values considered elevated.

21. What is blood pressure and why is it important to my health?

- Blood pressure is a measure of the resistance to blood flow through the arteries. As blood flow increases, or the diameter of the arteries decreases, blood pressure will rise, which increases the work of the heart to produce the same amount of blood flow. A blood pressure reading has two numbers; the top number, called systolic pressure, is the pressure in the arteries when the heart contracts. The bottom number, called diastolic pressure, is the pressure in the arteries when the heart is relaxed. An optimum resting blood pressure reading is $<120/80$ mmHg. Any reading greater than $140/90$ mmHg is considered high blood pressure. With increased blood pressure, the heart is under a greater strain, increasing the risk of cardiovascular disease.

22. Why am I required to submit readings within the specified ranges on at least two occasions (with at least one month between measurements)?

- Blood pressure changes throughout the day/night and varies based on activity level, stress, age, medication affects, in addition to a variety of other conditions. Therefore, frequent monitoring (especially if abnormal) at various times of the day and under various conditions increases awareness and may prompt the individual to seek assistance to manage if the BP is elevated. The listed BP guidelines above are based on resting levels. A good idea for individuals with elevated BP is to keep a log of readings performed at various times throughout the day and share the readings with a physician.

23. What are blood glucose levels and what is their significance?

- Glucose levels are a measurement of how much sugar is in the blood. Glucose comes from carbohydrate foods and is the main energy source for the body. It is important to have balanced glucose levels, not being too high, or too low, as each can cause health problems such as diabetes and hypoglycemia. A normal fasting glucose level is 60-109 mg/dL. Anything 110-125 mg/dL is considered prediabetes, and over 126 mg/dL on two separate tests is considered diabetes. Everyone should have his/her blood glucose tested before age 45 in order to have a baseline reading. If the results are normal, testing should take place every three years, and if high, every year. To keep blood glucose levels in a healthy range one should eat a diet low in fat, salt, and sugar and high in fiber. Increasing daily physical activity will also help control weight (if needed) and blood glucose levels.

24. What is cholesterol? How does it influence my health and how can it be modified?

- Cholesterol is a fat-like substance in the body utilized for a variety of functions. Unhealthy levels of cholesterol can be harmful to overall health by increasing the risk of various diseases, most notable heart disease, and is often associated with increased stroke risk. Knowing the total cholesterol is good, but more importantly, information regarding the levels of the two main types of cholesterol (high-density lipoprotein (HDL) and low-density lipoprotein (LDL) is more valuable. Cholesterol values can be positively influenced through diet modification, increasing physical activity, weight management, abstaining from smoking, and if necessary pharmacological (medication) intervention under the guidance of a physician. (See table below for cholesterol guidelines).
  - High-density lipoprotein (HDL): Because of its ability to rid excess cholesterol from the blood vessels, high-density lipoprotein cholesterol is often termed “good” cholesterol. The best way to maintain or improve HDL is by increasing physical activity.

<table>
<thead>
<tr>
<th>Cholesterol Guidelines (see question 23)</th>
<th>Ideal</th>
<th>Borderline High</th>
<th>High</th>
<th>Very High</th>
</tr>
</thead>
<tbody>
<tr>
<td>Triglycerides</td>
<td>$&lt;150$ mg/dL</td>
<td>$150-199$ mg/dL</td>
<td>$200-499$ mg/dL</td>
<td>$&gt;500$ mg/dL</td>
</tr>
<tr>
<td>LDL “bad” cholesterol</td>
<td>$&lt;100$ mg/dL (or $&lt;70$ mg/dL for those at very high risk for heart disease)</td>
<td>$130-159$ mg/dL</td>
<td>$160-189$ mg/dL</td>
<td>$&gt;190$ mg/dL</td>
</tr>
<tr>
<td></td>
<td>$100-129$ mg/dL “near or above optimal”</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HDL “good” cholesterol</td>
<td>$&gt;60$ mg/dL is optimal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total cholesterol</td>
<td>$&lt;200$ mg/dL</td>
<td>$200-239$ mg/dL</td>
<td>$&gt;240$ mg/dL</td>
<td></td>
</tr>
</tbody>
</table>

Source: [www.americanheart.org](http://www.americanheart.org)
27. What is normal bone density?

- Low-density lipoprotein (LDL): In contrast to HDL, LDL is considered the “bad” cholesterol. As ones LDL increases, the chance of plaque build-up in the vessels also increases. It is important to keep LDL low by having a healthy lifestyle including a low-fat diet, regular activity, and not smoking.

25. What is triglyceride? How does it influence my health and how can it be modified?

- Triglyceride is the most common fat in the body and in food. Any extra calories that are ingested and not immediately used for energy are turned into triglycerides and stored to be used at a later time. While triglyceride levels should not be too high, they are still important for overall health. Like elevated cholesterol levels, high triglyceride levels are linked to many diseases including heart disease. Triglyceride levels can be addressed with diet modification, increasing physical activity, weight management and if necessary, pharmacological (medication) intervention under the guidance of a physician. (See table above for triglyceride guidelines).

26. If my biometric variables are within the listed requirements for the incentive plan, but I am taking medication prescribed by my physician to manage my BP, cholesterol, triglyceride and/or diabetes, can I still apply for the Gold or Silver Racer?

- Yes. Even if the employee is currently taking medication to assist in managing his/her health, he/she is still eligible for the Gold or Silver Racer if the variables are within the ranges listed under each category.

27. What is normal bone density?

- A bone mineral density test (BMD) provides information regarding an individual’s bone health. Bone density can be measured utilizing a variety of screening and diagnostic procedures. The most widely-utilized diagnostic technique is the DEXA (dual-energy X-ray absorptiometry). Results are often reported as a t-score which indicates the number of standard deviations above or below the average 30-year-old of the same sex as the patient. The following categories, established by the World Health Organization, are provided below to evaluate bone density results. The data listed is based on white women as it is reported that sufficient data was not available to define categories for men or other ethnic groups.
  - Normal bone: T-score better than -1
  - Osteopenia: T-score between -1 and -2.5
  - Osteoporosis: T-score less than -2.5
  - Established (severe) osteoporosis
    includes the presence of a non-traumatic fracture.
- A common procedure utilized to screen for bone mineral density issues is the heel scan which utilizes ultrasound technology. If screening results indicate potential concerns or if risk factors indicate, a physician may recommend a DEXA scan. A screening determined to be in the normal range will be accepted for this criteria.

28. What is a “Lunch and Learn”?

- Educational sessions (30-45 minutes in length) on a variety of health-related topics. Attend three during the tracking period for Navy, Silver, and Gold Racer. If the employee is unable to attend scheduled sessions, Lunch and Learn sessions will be recorded and available for viewing on the Healthy LIFE website. Watch the video, complete a brief quiz over viewed material, then submit it with the packet that includes the HealthyLIFE Incentive Plan booklet and other supportive documentation.

- Topics, dates, time and location of Lunch and Learn Sessions will be posted on the Healthy LIFE website when confirmed.

29. What is a “Read and Learn”?

- An online learning opportunity. Read the provided information, complete a brief quiz, then print the certificate and submit it with the packet that includes the HealthyLIFE Incentive Plan booklet and other supportive documentation. If the employee does not have access to the online Read and Learn, ask a work supervisor to print the document or contact Amelia Dodd (809-6463) for options.

30. Can “Lunch and Learn” and “Read and Learn” sessions be combined to attain the three required for the Navy, Silver or Gold category?

- Yes. This requirement can be met by completing all “Lunch and Learn” or all “Read and Learn” or a combination of the two.

31. What courses will meet the requirement of “Complete a health and/or wellness class with a passing grade”?

- Courses that will be accepted in this category that do not have specific prerequisites include HEA 189, HEA 191, NTN 230, REC courses (such as Physical Fitness, Aerobic Kickboxing, Weight Training). Other courses may be considered on an individual basis if course content addresses components of healthy living. Additionally, employees taking courses toward a degree related to health and/or wellness may submit course descriptions for consideration.

32. Why is physical activity a component of the incentive plan?

- Engaging in regular physical activity offers numerous benefits including decreased risk of many diseases, improved heart health, improved blood lipid values, lowered heart rate and blood pressure at rest and with activity, decreased stress and anxiety, diabetes management and/or prevention, improved energy levels and productivity, and improved sense of well-being.
33. Should I consult my physician prior to beginning an exercise program?

- The American College of Sports Medicine recommends medical screening/clearance for individuals with two or more risk factors and for men ≥ 45 and women ≥ 55 years of age. At the minimum, it is recommended that all individuals complete a pre-participation screening, such as the Physical Activity Readiness Questionnaire (PAR-Q), to assist in identifying individuals who have conditions for which exercise is contraindicated, require medical supervision, and/or identification of disease risk. If the employee has any question as to risk factors or other concerns, please consult a physician for clearance. Find a link to a PAR-Q on the HealthyLife website.

34. What is the difference between physical activity and exercise?

- Physical activity involves any voluntary body movements that increase energy expenditure. Exercise is a subcategory of physical activity and is the purposeful and structured participation in activity/activities utilizing repetitive body movements with the goal of improving or maintaining physical fitness and health. (Source: ACSM’s Guidelines for Exercise Testing and Prescription).

35. What constitutes acceptable “physical activity” that can be counted toward my average of ≥ 3 (Gold) or ≥ 2 (Silver and Navy)?

- According to guidelines established by the Centers for Disease Control and Prevention (CDC) and the American College of Sports Medicine (ACSM), “healthy adults aged 18-65 years old need moderate-intensity aerobic physical activity for a minimum of 30 minutes on five days each week or vigorous-intensity aerobic activity for a minimum of 20 minutes on three days each week” or a combination of moderate to vigorous physical activity.
- The chart on the next page provides examples of moderate and vigorous activity. Information obtained from http://www.acsm.org.

36. How long will I need to track my physical activity to meet this requirement?

- 6 consecutive months

37. What should I include in my exercise routine?

- A well-structured balanced exercise program will include activities for each component of physical fitness which are:
  - Cardiorespiratory endurance: the ability and efficiency of the body’s systems (specifically the heart, blood vessels and lungs) to deliver oxygen and nutrients to active muscles and remove waste products.
  - Muscle strength: the greatest amount of force generated by a muscle or muscle group in a single effort.
  - Muscle endurance: the ability of a muscle or muscle group to exert force repeatedly.
  - Flexibility: the ability of a joint to move through its full range of motion.
  - Body composition: relative fatness of the body compared to fat-free tissue.
- A suggested exercise program consists of:
  - An aerobic exercise routine to improve cardiorespiratory endurance performed on most days of the week. Aerobic exercises are rhythmic in nature, sustained and utilize large muscle groups such as walking, jogging, tennis, swimming, dancing, etc. See FAQ above for suggested timing and intensity.
  - A muscle fitness (strength and/or endurance) and flexibility program performed 2-3 times/week on non-consecutive days.

38. What if I miss a time period of physical activity due to illness, travel, etc.?

- The stated requirement is average ≥ 3 (Gold) or ≥ 2 (Silver and Navy). Understandably, schedules vary for a wide variety of reasons that alter typical routines.

39. How do I provide documentation of my physical activity?

- In the packet submitted to Health Services for review after requirements have been completed, include a Physical Activity/Exercise Log. A Physical Activity Log is included in the packet the employee received. Please make additional copies as necessary. Other types of activity logs are acceptable as long as the dates, type of activity and length of time the activity was performed is included.

40. What smoking cessation programs are “approved”?

- Many programs are available to assist with quitting smoking. An example of an approved program is the Cooper Clayton Method which is a 13-week comprehensive smoking cessation program which includes education, training and support. To find out about upcoming classes or to find out if additional programs may satisfy this category, contact Amelia Dodd at 809-6463. In addition, Anthem 360° Health offers numerous resources to assist in becoming tobacco free.

41. What vaccinations are accepted?

- Adults receive various vaccinations to avoid illness and/or to boost their immunity to specific diseases. The Center for Disease Control and Prevention (CDC) publishes a Recommended Adult Immunization Schedule (see the following link). Any immunization listed that an employee receives that is appropriate for age and need will be accepted for the Navy, Silver or Gold Racer. http://www.cdc.gov/mmwr/PDF/wk/mm5753-Immunization.pdf

42. I am unable or choose not to receive the flu shot due to medical reasons. Is there an acceptable alternative to this criteria?

- If, for medical reasons, the employee chooses not to be vaccinated according the recommendations, documentation must be provided from a physician stating...
Common physical activities classified as light, moderate or vigorous intensity.

<table>
<thead>
<tr>
<th>Light</th>
<th>Moderate</th>
<th>Vigorous</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Walking</strong></td>
<td><strong>Walking</strong></td>
<td><strong>Walking, jogging and running</strong></td>
</tr>
<tr>
<td>Walking slowly around home,</td>
<td>Walking 3.0 mph</td>
<td>Walking at very, very brisk pace (4.5 mph)</td>
</tr>
<tr>
<td>store or office</td>
<td>Walking at very brisk pace (4 mph)</td>
<td>Walking/hiking at moderate pace and grade with no or light pack (&lt;10 lb)</td>
</tr>
<tr>
<td><strong>Household and occupation</strong></td>
<td><strong>Household and occupation</strong></td>
<td><strong>Hiking at steep grades and pack 10-42 lb</strong></td>
</tr>
<tr>
<td>Sitting – using computer, work</td>
<td>Cleaning – heavy: washing windows, car, clean</td>
<td>Jogging at 5 - 6 mph</td>
</tr>
<tr>
<td>at desk, using light hand tools</td>
<td>garage</td>
<td>Running at 7 mph</td>
</tr>
<tr>
<td>Standing performing light work such as making bed, washing dishes, ironing, preparing food or store clerk</td>
<td>Sweeping floors or carpet, vacuuming, mopping</td>
<td></td>
</tr>
<tr>
<td><strong>Leisure time and sports</strong></td>
<td><strong>Leisure time and sports</strong></td>
<td><strong>Basketball</strong></td>
</tr>
<tr>
<td>Arts and crafts, playing cards</td>
<td>Badminton – recreational</td>
<td>Basketball game</td>
</tr>
<tr>
<td>Billiards</td>
<td>Basketball – shooting around</td>
<td>Bicycling: moderate effort (12-14 mph)</td>
</tr>
<tr>
<td>Boating – power</td>
<td>Bicycling – on flat, light effort (10-12 mph)</td>
<td>fast (14-16 mph)</td>
</tr>
<tr>
<td>Croquet</td>
<td>Dancing – ballroom slow</td>
<td>Skiing cross country – slow (2.5 mph)</td>
</tr>
<tr>
<td>Darts</td>
<td>ballroom fast</td>
<td>fast (5.0-7.9 mph)</td>
</tr>
<tr>
<td>Fishing – sitting</td>
<td>Fishing from river bank and walking</td>
<td>Soccer</td>
</tr>
<tr>
<td>Playing most musical instruments</td>
<td>Golf – walking pulling clubs</td>
<td>Swimming – moderate/hard</td>
</tr>
<tr>
<td></td>
<td>Sailing boat, wind surfing</td>
<td>Tennis singles</td>
</tr>
<tr>
<td></td>
<td>Swimming leisurely</td>
<td>Volleyball – competitive at gym or beach</td>
</tr>
<tr>
<td></td>
<td>Table tennis</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tennis doubles</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Volleyball – noncompetitive</td>
<td></td>
</tr>
</tbody>
</table>
it is not appropriate to receive the vaccination. The specific medical reason is not necessary in the letter. Otherwise, if the choice is not to receive the vaccination, we support the decision and remind the employee that he/she need only attain 6 of 11 requirements for the Navy Racer and 8 of 13 requirements for the Gold and Silver Racer.

43. What is meant by a Preventive Examination?

- Several examinations classified as preventative will be accepted for this criteria. Examples include:
  - Yearly examination by his/her primary care provider
  - Annual PAP or mammogram for women
  - Prostate exam for men
  - Colonoscopy
  - Eye exam
  - Dental Cleaning
- The examinations accepted for this criteria must be preventive in nature, not examinations for the treatment of conditions.

44. Do I have to be healthy to participate?

- No. The Healthy LIFE Incentive Plan is designed to guide participants toward a healthier lifestyle whether that is making improvements in specific areas of health or maintaining a healthy lifestyle that has already been achieved. Healthy LIFE encourages all MSU employees to participate in the Healthy LIFE Incentive Plan.

Sources and to find more information:

American Heart Association (AHA). www.americanheart.org
Anthem Blue Cross and Blue Shield. www.anthem.com
Centers for Disease Control (CDC). www.cdc.gov
National Institutes of Health (NIH): http://www.nih.gov/
WebMD: www.webmd.com

As MSU's Healthy LIFE Incentive plan is implemented, additional questions are anticipated. An updated frequently asked question (FAQ) section can be found on the Healthy LIFE website http://campus.murraystate.edu/wellness/.

Healthy LIFE

E-mail questions or concerns to healthylife@murraystate.edu

http://campus.murraystate.edu/wellness/