

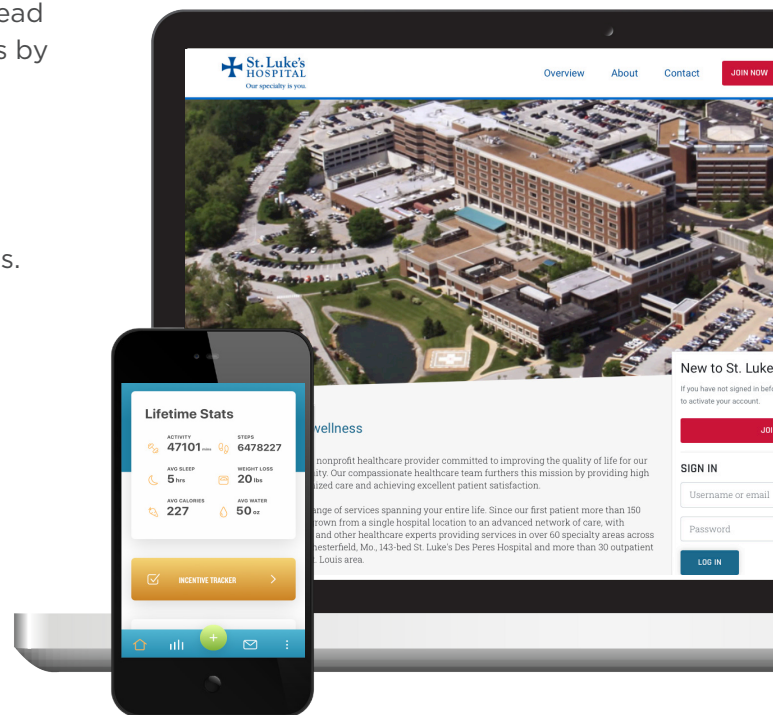
2020-21

H.S.S.U. Passport to Wellness Program Guide

This guide contains step-by-step instructions for joining and completing this year's online wellbeing program. Please read these materials carefully and complete all necessary steps by September 30, 2021.

On the portal, you can:

- Complete program activities and earn rewards.
- Participate in group and personal wellbeing challenges.
- Browse a database of recipes and workout videos.
- Fill out a meal planner and search for local grocery store discounts.
- Track health-related activity: step count, activity minutes, nutrition, hydration, sleep and weight. You can enter this information manually, with the Navigate Wellbeing app or by syncing your favorite devices and apps, which will update on the portal each day.



The 2020-21 H.S.S.U. Passport to Wellness Program Guide

Program Dates: August 10, 2020 - September 30, 2021

You continue to have access to comprehensive wellbeing tools and resources on the H.S.S.U. Passport to Wellness Portal! Visit the portal and discover new ways to move more, feel better and stress less.

Complete Healthy Activities to Unlock Your Rewards

The 2020-2021 Harris-Stowe Wellness program consists of activities designed to help you become and remain active for a healthier lifestyle. The activities table lists the activities you can complete to earn points. You may choose any combination of these activities to qualify for rewards.

Earn 150 points to qualify for:

- Preferred medical insurance rates January 2022 through December 2022.
- \$150.00 contribution to your Flexible Spending Account (FSA).
- Drawings for gift cards and prizes!

STEP 1 Access the Portal

Visit stlukes.livehealthyignite.com

1. Select **JOIN NOW**
2. Enter **Group Code:** HSSU
3. Enter your first name, last name and employee ID.
4. Confirm your information.
5. Create a new username and password, then complete your profile.

STEP 2

Complete Healthy Activities

Use the activities table on your portal dashboard to learn more about completion requirements and to track your progress.

Health	Points	Notes
Passport to Wellness Registration	10	
Wellbeing Survey	15	
Biometric Screening	50	
Flu or Pneumonia Vaccination	20	
Non-Smoking Screening	25	
Exams	Points	Notes
Dental Exam	15	May be completed twice for a total of 30 points.
Eye Exam	15	
Dermatological Exam	15	
Mammogram	15	
Prostate Exam (PSA)	15	
Lunch n Learns	Points	Notes
Lunch n Learn - October 2020	10	
Lunch n Learn - February 2021	10	
Lunch n Learn - April 2021	10	
Challenges	Points	Notes
Pick Up the Pace	15	
Sugar Smackdown	15	
Ready, Set, Go	15	
Focus Four	15	

STEP 4

Track Your Progress

To earn credit for completing a Healthy Activity, select **Complete This** next to the item on your activities table (located on the portal dashboard) and submit the required information.

Group Challenges



Registration:
August 10–October 4, 2020

Challenge Dates:
August 24–October 4, 2020

Pick Up the Pace

Are you ready to pick up the pace? During this six-week challenge, you'll strive to achieve step count goals that increase each week. Weekly newsletters provide tips and tricks for squeezing in more steps and detail other techniques you can use to focus on your health and wellbeing.

How to Participate:

- Sync a wearable device or app (e.g., Garmin or Fitbit) to track your step count on the portal. You can also manually record your daily totals with the challenge to-do list on the portal dashboard or from the calendar located on the challenge's page.
Please note: if you have a device or app synced, it will automatically record your minutes.
- You will receive a new total step count goal each week. To successfully complete the challenge, track the minimum requirement 3 out of 7 days each week of the challenge.

Helpful Tools: Review your weekly newsletters or challenge guide, located on the challenge page, for tips to boost your step count and for achieving your health-related goals.



Registration:
October 19–November 29, 2020

Challenge Dates:
November 2–29, 2020

Sugar Smackdown

It's hard to say goodbye to soda, candy, donuts and ice cream, but the health benefits are worth it! This challenge teaches you to combat sweet, sweet temptation and limit the sugar in your diet. Join and learn convenient ways to reduce your risk of obesity, heart disease and diabetes, as well as day-to-day issues such as headaches, fatigue and mood swings.

How to Participate: Each day of the challenge, limit your added sugar intake to below the recommended daily allowance (37.5 grams for men and 25 grams for women). Then, visit the portal dashboard and check “I Did This” on your challenge to-do list.

Helpful Tools: Review your weekly newsletters or your challenge guide, located on the challenge page, for useful tips on how to reduce the amount of daily sugar you consume.



Registration:
January 4–February 28, 2021

Challenge Dates:
January 18–February 28, 2021

Ready, Set, Go

Are you ready to start the race to a happier, healthier you? During this six-week challenge, you'll track your daily activity minutes on the portal and receive newsletters with tips for increasing your activity level, avoiding workout ruts, setting specific exercise goals and more.

How to Participate: Sync a wearable device or app (e.g., Garmin or Fitbit) to track your daily activity minutes on the portal. You can also manually record your daily totals with the to-do list on the portal dashboard or from the calendar located on the challenge page.

Please note: if you have a device or app synced, it will automatically record your minutes.



Registration:
March 29–May 23, 2021

Challenge Dates:
April 12–May 23, 2021

Focus Four

Your wellbeing can't be summed up by a number on a scale. That's why this six-week holistic health challenge asks you to focus on how your weight is affected by three other aspects of your life: your activity level, nutrition and daily stress management. Join to track your activity minutes and complete other daily tasks that will place you on the path to looking, feeling and even thinking better than you were before.

How to Participate: Each of the four focus areas work a little differently:

- Sync a wearable device or app (e.g., Garmin or Fitbit) to track your daily activity minutes on the portal. You can also manually record your daily totals with the challenge to-do list on the portal dashboard or from the calendar located on the challenge page. *Please note: if you have a device or app synced, it will automatically record your minutes.*
- Complete a daily meditation, then visit the portal dashboard and check “I Did This” on your challenge to-do list.
- Complete a daily nutrition task, then visit the portal dashboard and check “I Did This” on your challenge to-do list.
- Use the challenge to-do list on the portal dashboard to input your weight once per week.