



MESSAGE TO THE ST. MARY'S MEDICAL PLAN PARTICIPANT

To qualify for your lower deductible plan (\$400 per individual deductible) for calendar year beginning **January 1, 2018**, you must complete the following:

1. See your Primary Care Provider (family practice or internal medicine doctor or his/her nurse practitioner/physician assistant) between **October 1, 2016 – September 30, 2017** for your Annual Wellness Visit. If you need assistance to obtain a Primary Care Provider (“PCP”), you may call Jan Kirby RN , Health Advocate, at (304) 526-1215.
2. Take the Wellness Program Form (copy attached) to your PCP and make sure it is completed, dated and signed by your PCP and returned to the Health Advocate office no later than **September 30, 2017**. If your PCP visit was in October 2016 – March 2017, take the form to your PCP for completion.
3. When the Health Advocate receives the completed form, you will be contacted to make an appointment with the Health Advocate. This appointment must be completed as soon as possible following your PCP visit.

IT IS YOUR RESPONSIBILITY TO MAKE SURE THE FORM IS RETURNED TO THE HEALTH ADVOCATE TO RECEIVE THE LOWER DEDUCTIBLE PLAN. IF THE FORM IS INCOMPLETE, IT WILL NOT BE ACCEPTED.

NOTE: ALL STEPS MUST BE COMPLETED BY SEPTEMBER 30, 2017 TO QUALIFY AND BE ELIGIBLE FOR THE LOW DEDUCTIBLE PLAN in 2018

NOTE : If you obtain your lab work at St. Mary’s, your lab testing is covered by St. Mary’s Medical Plan at **100%**. To obtain your labwork at St. Mary’s, go to registration and ask for “Low Deductible Labs “. You should be **fasting** for these labs. **IF your PCP orders testing other than required or your lab work is done at a facility other than St. Mary’s, the testing may be subject to deductibles and co-pays as required by the Medical Plan. If your PCP recognizes other health issues and treats you during your visit or you are seen for a routine office visit or follow up visit, your visit will be billed as a routine visit and is no longer considered a Wellness Exam for billing purposes.**

MESSAGE TO THE PRIMARY CARE PROVIDER

St. Mary’s Medical Center cares about the health of their employees and wants to help them take steps towards better health. That is why St. Mary’s has developed a wellness and disease management program for our employees. This voluntary program provides employees in the St. Mary’s Medical Plan the opportunity to earn a reduction in their medical plan annual deductible when they take care of their health. This program includes seeing their PCP for an annual wellness exam.

We are asking you to complete the Wellness Program Form provided by your patient. **Please note that lab testing other than required under this program or labs obtained from facilities other than St. Mary’s may be subject to the employee’s medical plan deductible and co-pay requirements.**

If you have any questions about this program, please contact Jan Kirby, St. Mary’s Health Advocate, at (304) 526-1215.

PLEASE FAX THE COMPLETED FORM TO 304-399-7469.