

# HOW TO COMPLETE YOUR ONLINE HEALTH RISK ASSESSMENT

## STEP 1: PHYSICAL

Complete your annual physical, including blood work, if you haven't done so in the past 12 months. Your physical is 100% covered as long as you have waited one full calendar year since your last physical.

### What you need from physical & blood work:

- Height
- Weight
- Waist Circumference
- Blood pressure
- Blood sugar (fasting glucose)
- Total Cholesterol
- HDL Cholesterol
- LDL Cholesterol
- Triglycerides

Make sure you are fasted for at least 8 hours prior to completing your blood work.



## STEP 3: COMPLETE HRA

After you log-in, click the "Take a Health Assessment" tab on the left-hand side (see picture to the right).

A new window will open in your browser. Follow all instructions and answer all questions honestly and to your best ability.

### Reminder:

Your Health Risk Assessment is **CONFIDENTIAL**. Please do not hesitate to answer questions truthfully. If you have any questions or concerns regarding the confidentiality of your HRA, please contact your Wellness Coach.

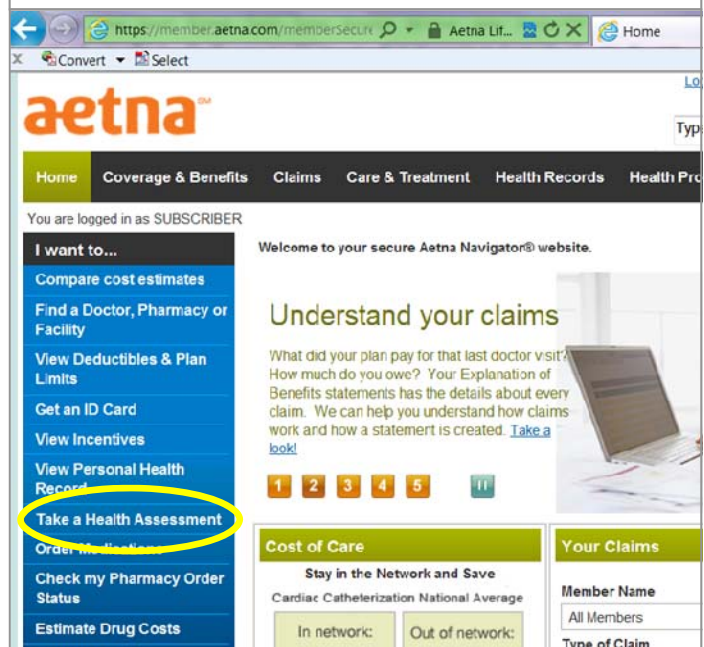
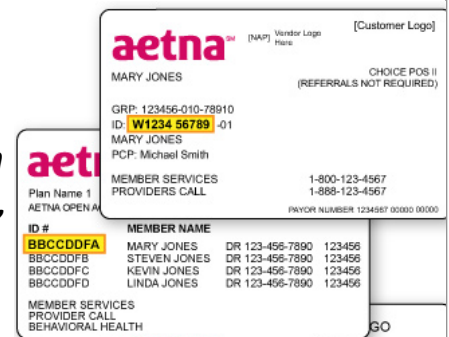
## STEP 2: AETNA NAVIGATOR

After obtaining your blood work results, visit [www.aetna.com](http://www.aetna.com) to register and log-in.

### How to register online:

- Go to [www.aetna.com](http://www.aetna.com), then click "Register".
- Take out your insurance card.
- Enter your Member "ID" # from card.
- Enter personal identifying information.
- Create a username and password.
- (Write these down!)
- Follow the prompted instructions.

Have your spouse also register online, using their own Member "ID" #, username and password.



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## **STEP 4: RESULTS**

**Read your results thoroughly. Print the results for your records.**

### ***What your results mean:***

The **lower** your score, the **better**. The higher your score, the higher your risk of disease and disability.

The HRA used in previous years had a different scoring system, in which a higher score indicated better health. *Speak with your Wellness Coach to compare your results from previous years if desired.*

***You may go back to the HRA at any time and change your answers as your health improves.***

## **STEP 5: ACTION**

**Speak with your Wellness Coach and/or physician to discuss positive lifestyle changes that may lower your risk of disease, illness, and long-term disability.**

*Take advantage of this tool to avoid unnecessary doctor visits and medication costs, and most importantly, an impaired quality of life.*



## **STEP 6: REWARD**

**Completing a HRA is rewarding because you are benefiting your health by increasing your personal health awareness.**

*Additionally, if **you and your spouse** complete your HRAs by **Sunday, November 30th, 2014** you will enjoy the discounted premium rate.*

**If you and your spouse fail to complete your HRAs by the date above, you will be charged \$5 extra/week effective December 1st, 2014.** This will be removed once your HRA is complete.

*If you have any additional questions regarding your Health Risk Assessment, contact Grace Crowley at 908-756-6242 ext. 322 or [gcrowley@hallscorp.com](mailto:gcrowley@hallscorp.com).*

