



Department of Administrative Services
Division of Employee Benefits



Frequently Asked Questions about the Health Risk Assessment (HRA)

Q: How / where do employees take the HRA?

A: They can access the HRA online at either of the following websites. It will also be on the www.county.milwaukee.gov / **Milwaukee County Employees link / Benefits link**

<http://myaccess.apshealthcare.com>. Access Code: Milco

If accessing from a secure intranet, employees can bypass the login requirement at

<http://www.apshealthcare.com/subdomains/milwaukee/milco.htm>

Q: Who is eligible for the \$100? Are my spouse and/or children eligible?

A: Milwaukee County employees who are eligible to be covered by a Milwaukee County active medical plan are eligible to participate in the screenings and HRA. Employees' spouses who are covered by a Milwaukee County medical plan are also eligible to participate and receive the \$100 incentive. Children or other dependents are not eligible at this time.

Note: Employees in the **Sheriff's Union** are not eligible in 2008.

Q: If an employee is pregnant, can she still take the assessment?

A: Yes. Pregnant women often have biometric readings that differ from their readings when they are not pregnant. Though the readings may not be as accurate, they may still be used to take the HRA. Pregnant women should be under a doctor's care, and these readings should not be used in place of a physician's consultation.

Q: How do employees get their Biometric numbers?

A: Once a year, Milwaukee County will host a series of biometric screenings around the county. Outside of this window, employees can get their biometric numbers from their doctor or clinic.

Q: What are the Biometric numbers needed for the HRA?

A: Each of these numbers is **required** to get credit for a completed HRA:

Height

Weight

Waist Measurement

Blood Pressure

Blood Glucose

Total Cholesterol

 HDL Cholesterol

 LDL Cholesterol

Triglycerides

Q: How is the \$100 incentive going to be paid?

A: The \$100 will be paid on an employee's regular paycheck (not a separate check or cash). It will be listed on the employee's pay stub under the Earnings category.

Q: When will employees start seeing the HRA \$100 on their paycheck?

A: Employees must successfully complete the online HRA with their biometric numbers. Once they complete the HRA, employees' names will be on the next APS Healthcare file to the County. It is sent every other Monday, on the Monday after the pay period ends. If an employee does not completely fill out the HRA, it will delay payment of the incentive.

Q: Will there be taxes taken out of \$100

A: Yes, it is treated as any other income an employee earns.

Q: Is there a deadline for taking the HRA?

A: Employees may take the HRA any time during the calendar year (limit: once per year for an eligible employee and a covered spouse). If employees take the HRA by the first week of December, they can expect to see their incentive paid this year. After pay period 26 ends (Dec. 13, 2008), the processing of 2008 HRAs becomes more complicated, so encourage employees to participate early.

Q: When is an employee eligible to take another HRA?

A: Even if an employee takes the 2008 HRA in December, they can still take a new one in January 2009. The eligibility is based on calendar year.

Q: Who will see the information on the HRA? How are the results going to be used?

A: APS Healthcare, APS health coaches, and Midland Health's biometric screening group will be able to see employees' individual data. No one from the county will have access to individual employee data. The Benefits department will only have access to aggregate (group) data to analyze trends and strategize for county medical plans. No individual data will be reported to managers, supervisors, departments, or unions.

Q: Where can I for more information?

A: APS' website: <http://www.apshealthcare.com/subdomains/milwaukeecounty/milco.htm> will be linked on the Milwaukee County Benefits site and on Ceridian Benefits homepage.

Also, call **1-800-515-4097** for information, and for the Dial-a-Nurse care line.

You may always call the Milwaukee County Employee Benefits Division at (414) 278-4143 if you have any questions.

Here's to your wellness!