



CITY OF MONTGOMERY

ANNUAL HEALTH ASSESSMENT (AHA)

POLICY

A: PURPOSE

The City of Montgomery annual health assessment is designed to improve employee health, control healthcare costs, increase productivity and reduce absenteeism by providing valuable insights of four risk factors – high blood pressure, high cholesterol, high glucose, and obesity. These risk factors are measured using biometric screenings.

B: ELIGIBILITY

All active employees who are covered under the City's Group Health Plan are expected to participate in the wellness program. Newly hired employees, and current employees who enroll into the Group Health Plan, will be expected to complete the AHA the following year after their hire date or enrollment date. Once an employee retires, they are no longer expected to complete the AHA.

C: REQUIREMENTS FOR AHA COMPLIANCE

Employees should have a health screening annually during the months of **January 1st – September 30th**. There are no extensions to the deadline. Employees are encouraged to schedule their appointments early and not wait until the last minute.

There are two options for completing the AHA – with CareHere or a Private Physician. Employees will need to (1) Schedule an appointment for the blood draw and vitals/biometrics and (2) Review the results with a medical provider within 90 days of the blood draw. Both steps must be completed between January 1st and September 30th.

CareHere

It is free to complete the AHA at CareHere. Registration with CareHere is required at www.carehere.com or by calling 1-877-423-1330. The **Access Code is CMTG6**. After the blood draw, the CareHere medical provider will schedule the follow-up visit to review the results. Employees completing the AHA at CareHere can check their compliance status on the CareHere website.

Private Physician

Employees who elect to go to their private physician will need to use their insurance and will be responsible for all costs pertaining to the office visit. Employees must also get their doctor to complete a Private Physician form to be returned to the Risk Management Benefits Division. Forms must be completed in full and it is your responsibility to return the completed form to the Benefits Division by September 30th. Private Physician forms can be downloaded from the Benefits webpage at the following link:

www.montgomeryal.gov/work/city-employee-resources/benefits/benefit-resources

D: NON-COMPLIANCE

Employees who do not complete the AHA between January 1st and September 30th will be charged \$25.00 per pay period through payroll deduction. This deduction will start January of the following year and will continue for one full year - No Exceptions!