



## BRS Wellness Program Employee Instructions

The program is for active enrolled employees of member groups participating in the BRS/BCBSVT health insurance program for calendar year 2012. Groups must have 10 or more subscribers enrolled in BCBSVT coverage through BRS to participate.

1. Register at [www.brsvt.com](http://www.brsvt.com) with Business Resource Services (BRS)
  - a. Either from the main page use the button on the right “Wellness Program”
  - b. Or [http://www.brsvt.com/employee\\_benefits/BRS-Wellness-Program.php](http://www.brsvt.com/employee_benefits/BRS-Wellness-Program.php)

2. Fill out online registration

(You should receive a confirmation email back the same day. If you do not, please contact BRS at 802.865.4560)

3. Schedule your annual Wellness exam with your physician and obtain the following information (as applicable based upon age & risk factors) :

| Measure                  | Result |
|--------------------------|--------|
| Height                   |        |
| Weight                   |        |
| Waist Circumference      |        |
| Systolic Blood Pressure  |        |
| Diastolic Blood Pressure |        |
| Total Cholesterol        |        |
| LDL Cholesterol          |        |
| HDL Cholesterol          |        |
| Triglycerides            |        |
| Fasting Glucose          |        |

#### 4. Complete the BCBSVT Health Assessment

The Health Assessment is an online tool that will ask you about current lifestyle habits and decisions. You will need the information from #3 to complete the health assessment. The assessment takes about 30 minutes. If you choose to take the assessment in sections, simply click on the “Save & Exit” button and your data will be saved. At the completion of the assessment it will provide a customized report with some recommendations. Open the report and print the cover page. A copy of the cover of this report is your proof that the assessment was completed.

*Your information is protected: The information provided is kept confidential. BRS has no access to the records, and the website is encrypted.*

In order to fill out the assessment you must register with BCBSVT Member Resource Center <http://www.bcbsvt.com/member>

- In upper right hand corner click on the green box “Login to register for our Member Resource Center”
- Click on the link in the center of the page:

**Not registered yet?** [Click here to register.](#)

Scroll down to the bottom of the page which explains where to find the information on your member ID CARD (see BRS screenshot in package). The member ID is a combination of the subscriber ID and the Dependent #.

- You will be asked to create a username and password  
Guidelines & explanations are on the right hand side of the page  
Save these in a secure place, You will need these to log in
- You will be brought back to the main Member Resource Center page and asked to log in using the password and username you just created
- On the left hand side click on “Health and Wellness”
- Click on Health Assessment & Action Plan

#### 5. Apply for the \$300 Bonus

- Fill out the program completion form verifying that you have met the program criteria, and send it in with a copy of the cover page only of the Health Assessment report. These can be either sent via email (scanned versions only) to [mcarrigan@brsvt.com](mailto:mcarrigan@brsvt.com) or hard copies can be mailed to address above.