

Thomas Jefferson University & Hospitals
Human Resources department
presents

Manual: Recording Your Wellness Points

833 Chestnut Street, Suite 900

For more information,
contact your HR Business Partner

This manual aims to help you track all of the wellness activities that you participate in through Jefferson's wellness portal, Redbrick. Please click the links below to visit the section of the manual that applies to you!

- [Requirements](#) to receive a wellness credit applied to your medical premium
- [Activities](#) that need to be self-reported in the RedBrick wellness portal
- [Logging in](#) to the RedBrick wellness portal
- How to [reset your password](#) in the RedBrick wellness portal
- How to [self report](#) wellness activities
- Recording a [preventative screening](#), [physical](#), [dental exam](#) or [vision exam](#)
- Recording healthy activities, like a [5K](#) or [Marathon](#)
- Recording your participation in a [wellness fair](#)
- [How do I know](#) if I've earned my 60 points?
- Who to contact with [additional questions](#)

RECORDING YOUR LIVEWELL@JEFF POINTS IN THE REDBRICK WELLNESS PORTAL

- The LiveWell@Jeff program runs from October 1 through September 1. Once all program requirements are met, employees will be eligible to receive a Wellness Credit (applied to your medical premium), beginning January 1 of the next calendar year. Requirements include:
 - Complete a 15-minute Compass health assessment by September 1, 2017.*
 - Complete a biometric health screening either at your physician's office using the RedBrick form or at a participating lab or retail clinic by September 1, 2017. You can search for participating labs and retail clinics on the RedBrick portal. Please be aware, screening results are no longer self-report and will need to be submitted to RedBrick by the organization completing your screening.*
 - Earn 60 points through RedBrick and Jefferson sponsored Activities by September 1, 2017.

*Spouses who complete their Compass health assessment and biometric screening, and enroll in a Jefferson-sponsored medical plan for 2018, can earn an additional Wellness Credit.

ACTIVITIES TO SELF-REPORT IN THE REDBRICK PORTAL

- To learn how to manually enter your activity, please follow the steps below. Activities include:
 - Completing an annual physical, dental exam or vision exam
 - Completing a preventative screening
 - Charting your healthy choices in RedBrick Track (you can sync your fitness device, such as your Fitbit, to earn points)
 - Completing a round of EXOS
 - Completing an organized physical event, like a Marathon or Triathlon
 - Working with an expert in a Jefferson-approved program to modify behavior to reduce stress, prevent diabetes, quit tobacco or lose weight
 - Completing a financial education seminar, one of Jefferson's Lunch & Learn programs, attending a Health/Wellness Fair or Volunteering
 - Participating in a Jefferson-sponsored event

LOGGING INTO THE WELLNESS PORTAL

- Log into RedBrick at MyRedBrick.com/Jefferson.

The screenshot shows the top portion of the wellness portal. At the top, there is a navigation bar with various links. Below this, the page features a 'Welcome' message and a brief introduction to the partnership with RedBrick Health. Two buttons are visible: 'REGISTER' for users who are not yet registered, and 'LOGIN' for those who are already registered. A large teal banner contains the text: 'We all want to be healthier in some way. But focusing on health can often feel overwhelming. RedBrick Health can open the door to a whole new approach that works for you, **one easy step at a time**. See how?'. The banner includes an illustration of a woman thinking about a carrot, with a play button icon overlaid on the scene.

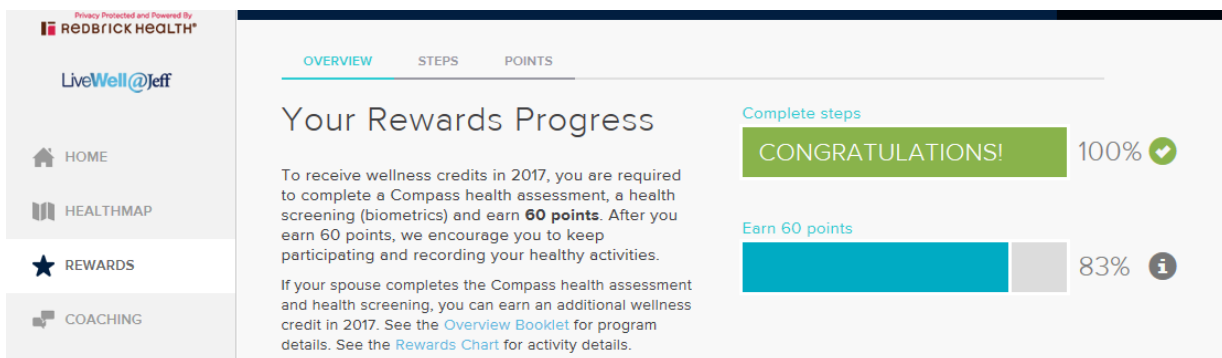
This screenshot shows the login interface of the wellness portal. On the left side, there is a logo for 'LiveWell@Jeff' with the text 'Privacy Protected and Powered By REDBRICK HEALTH'. The main content area on the right is titled 'Welcome' and contains a login form with two input fields: one for the username and one for the password. Below the password field is a teal 'LOG IN' button. There are also three links for users who have forgotten their credentials: 'Forgot your password?', 'Forgot your username?', and 'Don't have a username? Activate your account to get started'. At the bottom of the page, there is a footer with the text: 'Need help? Contact us 1-877-263-3554 Available today 8:00 a.m.–11:00 p.m. EST'. A copyright notice at the bottom left reads: '© 2016 RedBrick Health. All Rights Reserved.'

RESETTING YOUR PASSWORD

PLEASE NOTE: *To reset your password, you will need to enter the same email you used during registration. Most employees will need to use their campus key email to reset their password (i.e. xxx000@jefferson.edu).

HOW TO RECORD ACTIVITY IN THE REDBRICK PORTAL

- Click on “Rewards” from the left-hand menu



- As you scroll down the page, you will see available options, and areas in which you have already earned points.



Know Where You Stand

The first step to better health is knowing your strengths and risks. Start by taking your health assessment and health screening.

You must complete both of these required activities.

Complete a health screening and submit your results by September 15, 2016	1 Step	EARNED
Complete your Compass health assessment by September 15, 2016	1 Step	EARNED



Protect Yourself

Preventive screenings are a great way to protect yourself and your family.

Complete exams between October 1, 2015 and September 15, 2016.

Complete an annual physical, a dental exam or a vision exam	5 points each	AVAILABLE
Complete a preventive screening	10 points each	AVAILABLE



Get Active

Boost your energy through physical activity, healthy eating, managing stress and more. Below are a few suggestions to get you started:

Complete as many activities as you can

Take a RedBrick Journey to a new behavior	10 points each	AVAILABLE
Chart your healthy choices in RedBrick Track	1 point each	EARNED
Complete an EXOS journey	25 points	AVAILABLE
Participate in a Physical Activity Event	10 points each	AVAILABLE
Participate in the Get Up and Go Challenge	15 points	EARNED

DO YOU NEED TO RECORD YOUR PREVENTATIVE SCREENING OR PHYSICAL, DENTAL EXAM OR VISION EXAM?

- If you have completed a **Preventative Screening** or **Physical, Dental Exam** or **Vision Exam**, click on the corresponding option under “**Protect Yourself.**”



Protect Yourself

Preventive screenings are a great way to protect yourself and your family.

Complete exams between October 1, 2015 and September 15, 2016.

▼ Complete an annual physical, a dental exam or a vision exam	5 points each	AVAILABLE
▼ Complete a preventive screening	10 points each	MORE AVAILABLE



Complete the information for the type of screening, and then click “Complete.”



Preventive Screenings (10 points 4x per year)

Have you completed a preventive screening? Earn ten points when you record the date and screening you completed. You can record up to 4 exams.

Preventive Screening: Skin Cancer Screening

Provider Name: Jefferson

Preventive Screening Date: 06/14/2016

I confirm that I completed a preventive screening and understand that I may be rewarded for my participation.

COMPLETE

DO YOU NEED TO RECORD YOUR HEALTHY ACTIVITIES, LIKE A 5K OR MARATHON?

- To track your healthy activities, choose the appropriate option under “Get Active.” For example, if you’ve participated in a triathlon or marathon, you would enter that information under “Participate in a Physical Activity Event.”

PLEASE NOTE: You can add your FitBit or other health-tracking device by expanding “Chart your healthy choices in RedBrick Track” and clicking on “Start now.”



Get Active

Boost your energy through physical activity, healthy eating, managing stress and more. Below are a few suggestions to get you started:

Complete as many activities as you can		
▼ Take a RedBrick Journey to a new behavior	10 points each	AVAILABLE
▼ Chart your healthy choices in RedBrick Track	1 point each	EARNED
▼ Complete an EXOS journey	25 points	AVAILABLE
▼ Participate in a Physical Activity Event	10 points each	AVAILABLE
▼ Participate in the Get Up and Go Challenge	15 points	EARNED

- Complete the required information.



Get Active

Boost your energy through physical activity, healthy eating, managing stress and more. Below are a few suggestions to get you started:

Complete as many activities as you can		
▼ Take a RedBrick Journey to a new behavior	10 points each	AVAILABLE
▼ Chart your healthy choices in RedBrick Track	1 point each	EARNED
▼ Complete an EXOS journey	25 points	AVAILABLE
▲ Participate in a Physical Activity Event	10 points each	AVAILABLE
Aerobic exercise strengthens the lungs and heart and increases your body's ability to use oxygen. Participate in an organized physical activity event, such as a triathlon, sponsored run/walk or a marathon. You can earn this 2 more time(s).		
▼ Participate in the Get Up and Go Challenge	15 points	EARNED



EARN





Physical Activity Events (10 points 2x per year)

Be active to strengthen your body

Aerobic exercise is activity that strengthens the lungs and heart and improves your body's ability to use oxygen. It can improve your heart rate and blood pressure as well as your breathing.

Participate in an organized physical activity event, such as a triathlon, sponsored run/walk or a marathon.



CONTINUE



Physical Activity Events (10 points 2x per year)



Aerobic exercise is activity that strengthens the lungs and heart and improves your body's ability to use oxygen. It can improve your heart rate and blood pressure as well as your breathing.

Have you participated in an organized physical activity event, such as a triathlon, sponsored run/walk or a marathon? You can earn up to 20 points for participating in two organized physical activity events. Here's how:

1. Attend an organized physical activity event. Earn 10 points when you record the date and the name of your first event below.
2. Attend your second event.
3. Come back and record your second activity to receive 10 more points.

→ Event name:

→ Event date:

→ I confirm that I participated in an organized physical activity event and understand that I may be rewarded for keeping my participation.



CONTINUE

DO YOU NEED TO RECORD YOUR PARTICIPATION IN A WELLNESS SEMINAR OR FAIR?

- If you've attended a **Lunch and Learn, Wellness Fair, or Financial Wellness Seminar/Webinar**, look under **"Expand Your Mind"** and select the corresponding option. Then complete the required information.



Expand Your Mind

A variety of resources are available to help you better understand how your choices impact your health and spread the word with others.

Complete as many activities as you can		
▼ Complete a Financial Education Seminar	5 points each	MORE AVAILABLE
▼ Participate in a Lunch and Learn Program	5 points each	AVAILABLE
▼ Attend a Health and Wellness Fair	5 points each	AVAILABLE
▼ Volunteer to help others	5 points each	AVAILABLE

HOW DO I KNOW IF I EARNED MY 60 POINTS?

- You can view your progress at the top of your Rewards page
- Once you reach 60 points, your progress meter will say Congratulations and 100%
- When both meters reach 100%, you have completed all three program requirements and will be eligible for the Wellness Credit beginning January 1 of the next calendar year

REDBRICK HEALTH
LiveWell@Jeff

HOME
HEALTHMAP
★ REWARDS
COACHING
+ TRACK

Your Reward Opportunities | Your Reward History

OVERVIEW | STEPS | POINTS

Your Rewards Progress

To receive wellness credits in 2017, you are required to complete a Compass health assessment, a health screening (biometrics) and earn **60 points**. After you earn 60 points, we encourage you to keep participating and recording your healthy activities.

If your spouse completes the Compass health assessment and health screening, you can earn an additional wellness credit in 2017. See the [Overview Booklet](#) for program details. See the [Rewards Chart](#) for activity details.

Complete steps
CONGRATULATIONS! 100% ✓

Earn 60 points
CONGRATULATIONS! 100% ✓

ADDITIONAL QUESTIONS?

- If you have additional questions about using the RedBrick Wellness Portal, log into RedBrick and click **"Questions"** from the left-hand menu or call 1-877-263-3554.