



# ARBenefits

## Monthly E-Newsletter

### Getting Close to Retirement

Planning to retire within the next 12 months? The Employee Benefits Division (EBD) is hosting a Retirement Benefit Fair on Wednesday, February 19 from 10 a.m. to 1 p.m. at the Department of Heritage.

The event will open with a quick presentation before attendees will be able to meet with representatives from retirement agencies and vendors.

Department of Heritage  
1100 North Street  
Little Rock, AR 72201

### 2020 PLAN YEAR UNDERWAY

January 1 marked the beginning of the 2020 plan year.

Deductibles do not carry over year-to-year on the ARBenefits plan, and reset as of January 1, 2020.

Members who made elected changes during open enrollment, or retirees who moved to the Medicare Primary plan as of 1/1/2020 should have received their new ARBenefits cards.

If you elected plan changes during open enrollment and did not receive a new set of cards, you can contact EBD for assistance.

The start of the year also means members can log in to their ARBenefits accounts at [www.ARBenefits.org](http://www.ARBenefits.org) to request a new set of cards to be mailed, or print a temporary set to use.

EBD will be sending new cards to all members in early 2020. You can continue to use your current ARBenefits card until your new set arrives in the mail.

Want to know how much you have contributed towards your deductible, look up your personal health record or past claims? All ARBenefits members have access to Health Advantage's My Blueprint portal.

You can now access your My Blueprint account directly through your ARBenefits Member Portal Account at [my.arbenefits.org](http://my.arbenefits.org).

You must have an account registered through Health Advantage at [healthadvantage-hmo.com/myblueprint](http://healthadvantage-hmo.com/myblueprint) before you can access it through the ARBenefits system.

Active employees remember, the new year means a new wellness program. The article on the next page provides details on what must be completed to earn any incentive put in place for 2021.



**Happy New Year** and welcome to 2020! Health screenings are a worthwhile way to jumpstart a new decade, and your AR Benefits plan covers many health screenings at no cost to you. Good health is a lifelong journey. Partner with your primary care physician to create a health and wellness plan that's clear and inspires you to visualize (and achieve!) better health for the future! Register for My Blueprint to access claims information and online resources. Get started now!

Simply go to [healthadvantage-hmo.com](http://healthadvantage-hmo.com) and register today.





## Start Completing Wellness Program Requirements Now

The ARBenefits Wellness Program for 2021 is here, and it is not too early for employees to start completing their requirements.

Whether you earned the discounted rate for this year, or if you missed out, getting your requirements out of the way early can give you peace of mind knowing you will receive any incentive put in place for 2021.

To earn any incentive put in place by the State and Public School Life and Health Insurance Board for the 2021 plan year, covered active employees and any covered spouse must complete the following by **October 31, 2020**.

### **Biometric Screening:**

Members can complete a biometric screening through a Catapult Health checkup, or their own physician.

Members who utilize their own physician need to have their physician complete the ARBenefits Primary Care Provider Form.

The form is available in the Health Enhancements section at [www.ARBenefits.org](http://www.ARBenefits.org) as well as by clicking [here](#).

It is the member's responsibility to make sure their completed PCP Form has been submitted to

EBD by 10/31/20.

*Note - ARBenefits operates on a plan year basis, and January 1 started a new plan year. The Plan covers one wellness visit per plan year, and you do not have to wait a full year between having a wellness visit fully covered. You can go at any time during 2020 prior to the deadline.*

### **Health Assessment:**

Members who complete a Catapult checkup also complete the health assessment requirement during their appointment.

Members who complete a checkup through their physician must also complete the online health risk assessment. The online health risk assessment needs to be completed through the member's Health Advantage My Blueprint account at [healthadvantage-hmo.com](http://healthadvantage-hmo.com).

As long as a My Blueprint account has been registered, members can access the portal directly from their ARBenefits Member Portal account after logging in at [my.arbenefits.org](http://my.arbenefits.org).

After accessing My Blueprint, go to the Health and Wellness tab and choose Healthy Living. Then Navigate to the HealthConnect Blue portal to access the online health risk assessment.

### **Tobacco Cessation:**

Members who test positive for, or admit to nicotine use, will once again be able to successfully complete the wellness program by participating in a tobacco cessation program.

There are two options available to complete the requirement. A telephonic program through New Directions, or an online program through Health Advantage's My Blueprint portal.

Please be aware the online program through Health Advantage is a six-week program. Members must complete all six weeks to complete the cessation requirement.

Members who utilize the cessation program through New Directions will satisfy the cessation requirement when they complete their first official counseling session. Members can contact New Directions at 1-877-300-9103 to enroll in the over-the-phone program.

Wellness program guidelines, forms, a Catapult Health clinic schedule and more is available in the [Health Enhancements](#) section at [www.ARBenefits.org](http://www.ARBenefits.org).

Do not wait for the October 31 deadline to approach, complete program requirements today.



## (ASE Only) FSA Claims Runout Period

IRS regulations for cafeteria plans REQUIRE substantiation of charges. While some Flexible Spending Account (FSA) claims can be automatically substantiated, others may require supporting documentation.

Remember, any FSA claims from 2019 that need to be substantiated with documentation must be substantiated by **March 31, 2020**.

ConnectYourCare will notify EBD of any remaining unsubstantiated claims after the deadline, and the first action will be to deduct the amount of unsubstantiated claims from your paycheck – if you receive your paycheck through AASIS.

If you do not receive your paycheck through AASIS, then

EBD will start a collection process asking for payment. If payment is not received, then the debt will be sent to the State Tax Setoff Program. If you have an income tax refund due to you, this debt may be taken out of your refund.

Do not be caught in the situation where you have unsubstantiated claims from the 2019 plan year, and money is taken from your paycheck or tax refund. Chances are you used your FSA funds for an eligible expense; you just have to substantiate it with the proper documentation.

Make sure your documentation has all the necessary information.

### Documentation Needed to Substantiate an FSA Claim

While most eligible FSA purchases can be substantiated

automatically, if you need to substantiate a purchase from your FSA account, the documentation you provide must include the following information:

- (1) Patient's name,
- (2) Provider's name,
- (3) Date of Service (not date of payment),
- (4) Type of service received or goods purchased, and
- (5) Amount of the service or goods purchased.



### Do you have a vision of eating healthier in 2020?

The American Diabetes Association can help! Their Create Your Plate eating plan works if you have diabetes and if you don't. The simple plan can help you manage your blood glucose levels and lose weight. Make 50% of your plate green veggies; 25% of your plate lean protein; and 25% of your plate grains/starches. Add a serving of fruit and a low-calorie drink like water, unsweetened tea or coffee and you're on your way. No special tools or counting required! Check out [diabetes.org](http://diabetes.org) to find out more!

Brought to you by  **Health Advantage**  
An Independent Licensee of the Blue Cross and Blue Shield Association

### ADA: Diabetes Food Hub

In addition to their Create Your Plate eating plan, the American Diabetes Association also has the Diabetes Food Hub available at: [diabetesfoodhub.org](http://diabetesfoodhub.org).

The Diabetes Food Hub allows people to browse recipes for everything from meals, snacks and desserts. The hub also allows people to create grocery lists as well as plan their meals.

Want to receive more information from the Diabetes Food Hub, you can subscribe to receive tips and recipes right to your email inbox at [diabetesfoodhub.org](http://diabetesfoodhub.org).



## Set Intentions for 2020 With the EAP

Whether you're kicking a bad habit or hope to crush your personal and professional goals in 2020, your Employee Assistance Program (EAP) can help you stay on track.

With the right focus and commitment, you can achieve anything. Here are some tips to get you started on the right foot:

### Be willing to take baby steps.

If you decide to make big changes too quickly, you can derail your goals for behavior change. Small successes help you build momentum and support the larger changes you want to achieve.

### Patience is the key.

You won't be successful overnight, so set realistic expectations for yourself. Negative habits are formed over time, and so are positive ones. Stick with it and change will come.

**Set up specific goals.** Being specific about what you want to accomplish will help you focus on what you really want to achieve. Instead of setting a goal of "getting into better shape," strive to "go to the gym for 30 minutes, three times a week."

**Record your progress.** Tracking your accomplishments will keep you accountable, and help you identify where you could use more support. Plus, seeing how far you've come is a rewarding feeling!

Don't try to do it alone. Your free EAP benefit has tons of services and tools to help you all year long. Coaching, trainings, consultations, counseling and digital tools are all available to you and your family members free of charge to help you accomplish whatever you have in mind.

Call us or go online to get started becoming a better you, today.

New Directions offers free monthly webinars on a variety of topics. Access New Directions online using the directions to the right. Then select the link to Register for Live Webinars to view what topics are going to be discussed and when.



**Connect With New Directions Today!**



Call the Helpline  
**1-877-300-9103**  
Available 24x7



Online  
**www.NDBH.com**

- ▶ Visit [www.NDBH.com](http://www.NDBH.com);
- ▶ Select the Log In icon;
- ▶ In the Individuals and Families tab select Employee Assistance Program;
- ▶ Enter company code **ARBenefits**.

ARBenefits complies with applicable Federal civil rights laws and does not discriminate based on race, color, national origin, age, disability, or sex. Language assistance services, free of charge, are available to you. Call 1-877-815-1017x1.

Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-877-815-1017x1.