



CITY OF PITTSBURGH

Human Resources and Civil Service

William Peduto, Mayor

Janet K. Manuel, Director

City of Pittsburgh Employee.

We are excited to introduce you to our new wellness platform administrator, Integrated Health 21 (IH21)! IH21 is a Pittsburgh-based corporate health management company and a provider of health and wellness services including our wellness fairs. The health professionals at IH21 will work alongside the CityFit Benefits and Wellness Team to help provide access to the most current health information and opportunities to improve your individual health.

What To Look Forward To

All employees' wellbeing is valued by the City of Pittsburgh. We encourage everyone to be active and healthy which helps to ensure a high quality of life. The wellness program is designed to meet your specific wellness needs using these four wellness dimensions: mind, body, heart and spirit. This program is based on a points system and sets goals for employees to improve their wellbeing. These are called 'MOJO Points' and when you earn a total 750 points you will be eligible for a reward. Learn more about the new wellness program in the attached Welcome Packet.

Tobacco Surcharge

In October of 2017 within the Open Enrollment announcements mailed to your home, we announced that beginning January 2019 NON-UNION, AFSCME, and SEIU employees who continue to use tobacco products and are not enrolled in a tobacco cessation program will be assessed higher tobacco-user payroll contributions. NON-UNION, AFSCME, and SEIU employees who do not use tobacco for at least 3 months or participate in a cessation program will not pay tobacco-user payroll contributions.

Introducing the Tobacco-Free Affidavit

The City of Pittsburgh is requiring all non-union employees, AFSCME, and SEIU to sign the Tobacco-Free Affidavit, stating whether you are a tobacco user or a non-tobacco user. The affidavit can be completed one of two ways:

1. Sign electronically on the new wellness platform at www.willclower.com OR
2. Sign a hard copy of the affidavit and follow the instructions to submit

This is a mandatory and legally binding document, due to be submitted by November 30, 2018. Beginning January 2019, The City of Pittsburgh will charge a \$50 monthly tobacco premium surcharge to each NON-UNION, AFSCME, and SEIU employee that uses tobacco and is NOT enrolled in an approved tobacco cessation program by December 31, 2018.

Please see the attached flyer for approved tobacco cessation programs options. Note, NON-UNION, AFSCME, and SEIU employees enrolling in an approved tobacco cessation program not sponsored by CityFit will need to submit proof of enrollment and completion.

Please remember, **NON-UNION, AFSCME, and SEIU employees must complete the Tobacco-Free Affidavit.** Employees who complete the affidavit will also receive 100 MOJO points for the CityFit Wellness Program. Once you reach 750 points you will qualify to receive a free prize! For more information on the CityFit Wellness Program, contact the Benefits & Wellness Team at city.fit@pittsburghpa.gov | 412-255-2183.

Thanks,

Janet K. Manuel, MS, SHRM-CP, PHR
Director, Human Resources & Civil Service
And EEO/Diversity & Inclusion Officer

TOBACCO-FREE AFFIDAVIT

Please review this affidavit carefully, select a response below and then sign and date at the bottom. You must complete this affirmation and return it to Integrated Health 21 (IH21) by **November 30, 2018** in order to complete the requirements of the **Tobacco & Smoke-Free Workplace Policy**

I understand that beginning on January 4, 2019, The City of Pittsburgh health insurance plan will assess a \$50 monthly tobacco premium surcharge per NON-UNION, AFSCME, and SEIU employee who:

- 1) Chooses to continue using tobacco products without completing a cessation program
- 2) Declines to sign this Statement on Tobacco Product Usage

A Tobacco-Free Affidavit must be completed by the employee. Individuals are considered a tobacco user if they use any form of nicotine products (cigarettes, cigars, pipes, electronic cigarettes, chewing tobacco, dipping, or using snuff). Tobacco users' monthly healthcare contribution is subject to a tobacco surcharge.

Please check one of the following responses:

- ☐ I am a non-smoker or non-tobacco user. I do not use any tobacco products, including cigarettes, cigars or smokeless tobacco.
- ☐ I am a tobacco user. I agree to enroll in an approved Cessation Program and will provide proof of enrollment in order to be exempt from the tobacco use surcharge no later than **November 30, 2018**. In addition, I will submit completed certificate to Integrated Health 21. (Fax 412-432-5714 or email ih21secure@integratedhealth21.com).
- ☐ I am a current smoker or tobacco user subject to the tobacco surcharge.

I am expected to be tobacco free and to remain tobacco-free during the benefit year; or to enroll in an approved smoking cessation program by **November 30, 2018** to not be charged a monthly tobacco surcharge (proof of enrollment and completion must be submitted in accordance to wellness program guidelines). If these expectations are not met, I acknowledge that I am subject to be charged a monthly tobacco surcharge.

By signing this Affirmation, I certify that the above information is true and correct. I acknowledge that intentional falsification of the affidavit or failure to report the commencement of nicotine use after completing this affidavit can constitute fraud. I understand that providing false information may require me to repay any reward or discount that I may receive, and that any falsification will be handled in accordance with The City of Pittsburgh disciplinary and /or discharge policy.

Participant Name (please print) _____ Date _____

Participant Mailing Address _____ City _____ State _____ Zip Code _____

Signature _____

Please include your City of Pittsburgh Department Name:

Return completed affidavit to Integrated Health 21 via fax to: 412-432-5714 or USPS to: Integrated Health 21, Attn: Data Dept., 2403 Sidney St, Suite 220B, Pittsburgh, PA 15203 or secure email to ih21secure@integratedhealth21.com