

January 4, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

**ABC Conference Call Next Week (all plans)**

The first monthly ABC call of 2019 is next week!

**Higher Ed – Tuesday, Jan. 8 at 8:30 a.m. Central time**

**Local Ed – Tuesday, Jan. 8 at 10 a.m. Central time**

**Central State – Tuesday, Jan. 8 at 12:30 p.m. Central time**

**Local Government – Tuesday, Jan. 8 at 2 p.m. Central time**

The **attached** agenda includes the webinar login instructions.

**Cigna and Tenet Reach Agreement**

In September of last year, we informed you that Cigna and Tenet Healthcare were terminating their relationship for 2019. This has changed and the organizations have reached an agreement on a new commercial contract. This means your employees will continue to benefit from Cigna's in-network rates when they receive care at a Tenet facility or from a Tenet provider.

The addendums we had posted on the ParTNers for Health website that listed Tenet facilities that would be out-of-network have been removed as these facilities will now be in-network.

**Attached** are updated Cigna LocalPlus and Cigna OAP hospital lists you can share with your members. These are also found on the ParTNers for Health website on the [Carrier Information page](#).

Cigna is in the process of updating their online directories to reflect this change. If your members have questions about what facilities are in-network, the Cigna customer service advocates are prepared to help your employees 24x7. If your employees have any questions, they can call the number on their Cigna ID card or 1.800.244.6224.

Attachments: Cigna LocalPlus Hospitals 2019  
Cigna OAP Hospitals 2019

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## Cigna LocalPlus Hospitals for 2019

Updated 1/3/2019

Cigna LocalPlus	City	County
Centennial Medical Center	Nashville	Davidson
Centennial Medical Center at Ashland City	Ashland City	Cheatham
Baptist Memorial Hospital Huntingdon	Huntingdon	Carroll
Baptist Memorial Hospital Tipton	Covington	Tipton
Baptist Memorial Hospital Union City	Union City	Obion
Blount Memorial Hospital	Maryville	Blount
Bolivar General Hospital	Bolivar	Hardeman
Bristol Regional Medical Center (Wellmont)	Bristol	Sullivan
Camden General Hospital	Camden	Benton
Claiborne County Hospital	Tazewell	Claiborne
Cookeville Regional Medical Center	Cookeville	Putnam
Copper Basin Medical Center	Copperhill	Polk
Crockett Hospital	Lawrenceburg	Lawrence
Cumberland Medical Center	Crossville	Cumberland
Cumberland River Hospital	Celina	Clay
Curahealth Nashville	Nashville	Davidson
Decatur County General Hospital	Parsons	Decatur
Dickenson Community Hospital	Clintwood	Dickenson
East Tennessee Childrens Hospital	Knoxville	Knox
Erlanger Bledsoe	Pikeville	Bledsoe
Erlanger Bledsoe	Pikeville	Bledsoe
Erlanger East Hospital	Chattanooga	Hamilton
Erlanger Medical Center	Chattanooga	Hamilton
Erlanger North Hospital	Chattanooga	Hamilton
Erlanger Sequatchie Valler	Dunlap	Sequatchie
Fort Loudon Medical Center	Lenoir City	Loudon
Fort Sanders Regional Medical Center	Knoxville	Knox
Franklin Woods Community Hospital	Johnson City	Washington
Hancock County Hospital	Sneedville	Hancock
Hardin County General Hospital	Savannah	Hardin
Hawkins County Memorial Hospital	Rogersville	Hawkins
Henderson County Community Hospital	Lexington	Henderson
Hendersonville Medical Center	Hendersonville	Sumner
Henry County Medical Center	Paris	Henry
Hillside Hospital	Pulaski	Giles
Horizon Medical Center	Dickson	Dickson
Houston County Community Hospital	Erin	Houston
Indian Path Medical Center	Kingsport	Sullivan

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## Cigna LocalPlus Hospitals for 2019

Updated 1/3/2019

Cigna LocalPlus	City	County
Jackson Madison County General Hospital	Jackson	Madison
Jellico Community Hospital	Jellico	Campbell
Johnson City Medical Center	Johnson City	Washington
Johnson County Community Hospital	Mountain City	Johnson
Johnston Memorial Hospital	Abingdon	Washington
Kindred Hospital Chattanooga	Chattanooga	Hamilton
Lauderdale Community Hospital	Ripley	Lauderdale
Laughlin Memorial Hospital	Greenville	Greene
Lebonheur Children's Hospital - Germantown	Germantown	Shelby
Lebonheur Children's Medical Center	Memphis	Shelby
LeConte Medical Center	Sevierville	Sevier
Lincoln Medical Center	Fayetteville	Lincoln
Livingston Regional Hospital	Livingston	Overton
Lonesome Pine Hospital	Big Stone Gap	Wise
Macon County General Hospital	Lafayette	Macon
Marshall Medical Center	Lewisburg	Marshall
Maury Regional Hospital	Columbia	Maury
<b>*McKenzie Regional Hospital CLOSED 9/30/2018</b>	<b>Mc Kenzie</b>	<b>Carroll</b>
Medical Center of Manchester	Manchester	Coffee
Methodist Germantown Hospital	Germantown	Shelby
Methodist Medical Center of Oak Ridge	Oak Ridge	Anderson
Methodist North Hospital	Memphis	Shelby
Methodist Olive Branch Hospital	Olive Branch	DeSoto
Methodist South Hospital	Memphis	Shelby
Methodist University Hospital	Memphis	Shelby
Milan General Hospital	Milan	Gibson
Morristown Hamblen Hospital	Morristown	Hamblen
Mountain View Regional Medical Center	Norton	Wise
Nashville General Hospital at Meharry	Nashville	Davidson
Northcrest Medical Center	Springfield	Robertson
Norton Community Hospital	Norton	Wise
Parkridge East Hospital	Chattanooga	Hamilton
Parkridge Medical Center	Chattanooga	Hamilton
Parkridge Medical Center - West	Jasper	Marion
Parkwest Medical Center	Knoxville	Knox
Perry Community Hospital	Linden	Perry

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## Cigna LocalPlus Hospitals for 2019

Updated 1/3/2019

Cigna LocalPlus	City	County
Portland Medical Center	Portland	Sumner
Regional Medical Center of Memphis	Memphis	Shelby
Rhea Medical Center	Dayton	Rhea
Riverview Regional Medical Center	Carthage	Smith
Roane Medical Center	Harriman	Roane
Russell County Medical Center	Lebanon	Russell
Saint Thomas Dekalb Hospital	Smithville	DeKalb
Saint Thomas Highlands Hospital	Sparta	White
Saint Thomas River Park Hospital	Mc Minnville	Warren
Saint Thomas Stones River Hospital	Woodbury	Cannon
Select Specialty Hospital - Knoxville	Knoxville	Knox
Select Specialty Hospital - Nashville	Nashville	Davidson
Select Specialty Hospital - North Knoxville	Powell	Knox
Select Specialty Hospital - Tri-Cities	Bristol	Sullivan
Skyline Medical Center	Nashville	Davidson
Smlth County Community Hospital	Marion	Smyth
Southern Hills Medical Center	Nashville	Davidson
Southern Tennessee Medical Center	Winchester	Franklin
Southern Tennessee Regional Health System (Emerald Hodgson Hospital)	Sewanee	Franklin
St. Jude Children's Research Hospital	Memphis	Shelby
Starr Regional Medical Center	Athens	McMinn
Starr Regional Medical Center - Etowah	Etowah	McMinn
StoneCrest Medical Center	Smyrna	Rutherford
Summit Medical Center	Nashville	Davidson
Sweetwater Hospital	Sweetwater	Monroe
Sycamore Shoals Hospital	Elizabethton	Carter
T C Thompson Children's Hospital	Chattanooga	Hamilton
Takoma Regional Hospital	Greenville	Greene
Tennova Cleveland	Cleveland	Bradley
Tennova Healthcare Clarksville	Clarksville	Montgomery
Tennova Healthcare Dyersburg	Dyersburg	Dyer
Tennova Healthcare Harton	Tullahoma	Coffee
Tennova Healthcare Jamestown	Jamestown	Fentress
Tennova Healthcare Jefferson	Jefferson City	Jefferson
Tennova Healthcare LaFollette	La Follette	Campbell
Tennova Healthcare Lebanon	Lebanon	Wilson

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## Cigna LocalPlus Hospitals for 2019

Updated 1/3/2019

Cigna LocalPlus	City	County
Tennova Healthcare Newport	Newport	Cocke
Tennoval Healthcare - Regional Hospital of Jackson	Jackson	Madison
Tennova Healthcare Shelbyville	Shelbyville	Bedford
Tennova Healthcare Volunteer	Martin	Weakley
Three Rivers Hospital	Waverly	Humphreys
Trousdale Medical Center	Hartsville	Trousdale
Trustpoint Hospital	Murfreesboro	Rutherford
Unicoi County Memorial Hospital	Erwin	Unicoi
United Regional Medical Center	Manchester	Coffee
University of Tennessee Medical Center	Knoxville	Knox
Vanderbilt Children's Hospital	Nashville	Davidson
Vanderbilt University Medical Center	Nashville	Davidson
Wayne Medical Center	Waynesboro	Wayne
Wellmont Hancock County Hospital	Sneedville	Hancock
Wellmont Holston Valley Hospital and Medical Center	Kingsport	Sullivan
Williamson Medical Center	Franklin	Williamson

# PARTNERS FOR HEALTH

## Cigna OpenAccessPlus Hospitals for 2019

Updated 1/3/2019

Cigna OpenAccessPlus	City	County
Centennial Medical Center	Nashville	Davidson
Centennial Medical Center at Ashland City	Ashland City	Cheatham
Baptist Memorial Hospital Huntingdon	Huntingdon	Carroll
Baptist Memorial Hospital Union City	Union City	Obion
Blount Memorial Hospital	Maryville	Blount
Bolivar General Hospital	Bolivar	Hardeman
Bristol Regional Medical Center (Wellmont)	Bristol	Sullivan
Camden General Hospital	Camden	Benton
Claiborne County Hospital	Tazewell	Claiborne
Cookeville Regional Medical Center	Cookeville	Putnam
Copper Basin Medical Center	Copperhill	Polk
Crockett Hospital	Lawrenceburg	Lawrence
Cumberland Medical Center	Crossville	Cumberland
Cumberland River Hospital	Celina	Clay
Curahealth Nashville	Nashville	Davidson
Decatur County General Hospital	Parsons	Decatur
Delta Medical Center	Memphis	Shelby
Dickenson Community Hospital	Clintwood	Dickenson
East Tennessee Childrens Hospital	Knoxville	Knox
Erlanger Bledsoe	Pikeville	Bledsoe
Erlanger Bledsoe	Pikeville	Bledsoe
Erlanger East Hospital	Chattanooga	Hamilton
Erlanger Medical Center	Chattanooga	Hamilton
Erlanger North Hospital	Chattanooga	Hamilton
Erlanger Sequatchie Valler	Dunlap	Sequatchie
Fort Loudon Medical Center	Lenoir City	Loudon
Fort Sanders Regional Medical Center	Knoxville	Knox
Franklin Woods Community Hospital	Johnson City	Washington
Hancock County Hospital	Sneedville	Hancock
Hardin County General Hospital	Savannah	Hardin
Hawkins County Memorial Hospital	Rogersville	Hawkins
Henderson County Community Hospital	Lexington	Henderson
Hendersonville Medical Center	Hendersonville	Sumner
Henry County Medical Center	Paris	Henry
Hillside Hospital	Pulaski	Giles
Horizon Medical Center	Dickson	Dickson
Houston County Community Hospital	Erin	Houston
Indian Path Medical Center	Kingsport	Sullivan
Jackson Madison County General Hospital	Jackson	Madison

# PARTNERS FOR HEALTH

## Cigna OpenAccessPlus Hospitals for 2019

Updated 1/3/2019

Cigna OpenAccessPlus	City	County
Jellico Community Hospital	Jellico	Campbell
Johnson City Medical Center	Johnson City	Washington
Johnson County Community Hospital	Mountain City	Johnson
Johnston Memorial Hospital	Abingdon	Washington
Kindred Hospital Chattanooga	Chattanooga	Hamilton
Lakeway Regional Hospital CLOSED 12/28/18	Morristown	Hamblen
Lauderdale Community Hospital	Ripley	Lauderdale
Laughlin Memorial Hospital	Greenville	Greene
Lebonheur Children's Hospital - Germantown	Germantown	Shelby
Lebonheur Children's Medical Center	Memphis	Shelby
LeConte Medical Center	Sevierville	Sevier
Lincoln Medical Center	Fayetteville	Lincoln
Livingston Regional Hospital	Livingston	Overton
Lonesome Pine Hospital	Big Stone Gap	Wise
Macon County General Hospital	Lafayette	Macon
Marshall Medical Center	Lewisburg	Marshall
Maury Regional Hospital	Columbia	Maury
McKenzie Regional Hospital CLOSED 9/30/18	Mc Kenzie	Carroll
Medical Center of Manchester	Manchester	Coffee
Memorial Hospital	Chattanooga	Hamilton
Memorial North Park Hospital (Hixson)	Hixson	Hamilton
Methodist Germantown Hospital	Germantown	Shelby
Methodist Medical Center of Oak Ridge	Oak Ridge	Anderson
Methodist North Hospital	Memphis	Shelby
Methodist Olive Branch Hospital	Olive Branch	DeSoto
Methodist South Hospital	Memphis	Shelby
Methodist University Hospital	Memphis	Shelby
Milan General Hospital	Milan	Gibson
Morristown Hamblen Hospital	Morristown	Hamblen
Mountain View Regional Medical Center	Norton	Wise
Nashville General Hospital at Meharry	Nashville	Davidson
Northcrest Medical Center	Springfield	Robertson
Norton Community Hospital	Norton	Wise
Parkridge East Hospital	Chattanooga	Hamilton
Parkridge Medical Center	Chattanooga	Hamilton
Parkridge Medical Center - West	Jasper	Marion
Parkwest Medical Center	Knoxville	Knox
Perry Community Hospital	Linden	Perry

# PARTNERS FOR HEALTH

## Cigna OpenAccessPlus Hospitals for 2019

Updated 1/3/2019

Cigna OpenAccessPlus	City	County
Portland Medical Center	Portland	Sumner
Regional Medical Center of Memphis	Memphis	Shelby
Rhea Medical Center	Dayton	Rhea
Riverview Regional Medical Center	Carthage	Smith
Roane Medical Center	Harriman	Roane
Russell County Medical Center	Lebanon	Russell
Saint Francis Hospital	Memphis	Shelby
Saint Francis Hospital Bartlett	Bartlett	Shelby
Saint Thomas Dekalb Hospital	Smithville	DeKalb
Saint Thomas Hickman Hospital	Centerville	Hickman
Saint Thomas Highlands Hospital	Sparta	White
Saint Thomas Hospital for Specialty Surgery	Nashville	Davidson
Saint Thomas Midtown Hospital	Nashville	Davidson
Saint Thomas River Park Hospital	Mc Minnville	Warren
Saint Thomas Rutherford Hospital	Murfreesboro	Rutherford
Saint Thomas Stones River Hospital	Woodbury	Cannon
Saint Thomas West Hospital	Nashville	Davidson
Select Specialty Hospital - Knoxville	Knoxville	Knox
Select Specialty Hospital - Nashville	Nashville	Davidson
Select Specialty Hospital - North Knoxville	Powell	Knox
Select Specialty Hospital - Tri-Cities	Bristol	Sullivan
Skyline Medical Center	Nashville	Davidson
Smlth County Community Hospital	Marion	Smlth
Southern Hills Medical Center	Nashville	Davidson
Southern Tennessee Medical Center	Winchester	Franklin
Southern Tennessee Regional Health System (Emerald Hodgson Hospital)	Sewanee	Franklin
St. Jude Children's Research Hospital	Memphis	Shelby
Starr Regional Medical Center	Athens	McMinn
Starr Regional Medical Center - Etowah	Etowah	McMinn
StoneCrest Medical Center	Smyrna	Rutherford
Summit Medical Center	Nashville	Davidson
Sumner Regional Medical Center	Hartsville	Sumner
Sweetwater Hospital	Sweetwater	Monroe
Sycamore Shoals Hospital	Elizabethton	Carter
T C Thompson Children's Hospital	Chattanooga	Hamilton
Takoma Regional Hospital	Greenville	Greene
Tennova Cleveland	Cleveland	Bradley
Tennova Healthcare - North Knoxville Medical Center	Powell	Knox

# PARTNERS FOR HEALTH

## Cigna OpenAccessPlus Hospitals for 2019

Updated 1/3/2019

Cigna OpenAccessPlus	City	County
Tennova Healthcare - Physicians Regional Medical Center <b>CLOSED 12/28/18</b>	Knoxville	Knox
Tennova Healthcare - Regional Hospital of Jackson	Jackson	Madison
Tennova Healthcare - Turkey Creek Medical Center	Knoxville	Knox
Tennova Healthcare Clarksville	Clarksville	Montgomery
Tennova Healthcare Dyersburg	Dyersburg	Dyer
Tennova Healthcare Harton	Tullahoma	Coffee
Tennova Healthcare Jamestown	Jamestown	Fentress
Tennova Healthcare Jefferson	Jefferson City	Jefferson
Tennova Healthcare LaFollette	La Follette	Campbell
Tennova Healthcare Lebanon	Lebanon	Wilson
Tennova Healthcare Newport	Newport	Cocke
Tennova Healthcare Shelbyville	Shelbyville	Bedford
Tennova Healthcare Volunteer	Martin	Weakley
Three Rivers Hospital	Waverly	Humphreys
Trousdale Medical Center	Hartsville	Trousdale
Trustpoint Hospital	Murfreesboro	Rutherford
Unicoi County Memorial Hospital	Erwin	Unicoi
United Regional Medical Center	Manchester	Coffee
University of Tennessee Medical Center	Knoxville	Knox
Vanderbilt Children's Hospital	Nashville	Davidson
Vanderbilt University Medical Center	Nashville	Davidson
Wayne Medical Center	Waynesboro	Wayne
Wellmont Hancock County Hospital	Sneedville	Hancock
Wellmont Holston Valley Hospital and Medical Center	Kingsport	Sullivan
Williamson Medical Center	Franklin	Williamson

January 11, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

### **ABC Conference Call Notes**

The combined notes from the Jan. 8 ABC conference calls are **attached**.

We have **attached** a flier about the BlueCross BlueShield (BCBST) Retrofit diabetes prevention program you can share with members who have BCBST as their carrier.

### **Wellness Program Message You Can Share (state and higher ed only)**

We have included Wellness Program information that you can share directly with your health plan members.

**\*\* Please share the information below \*\***

### **2019 Wellness Program**

ActiveHealth Management is our new wellness vendor and is ready to help you achieve your health goals. Once you set up your online account, you can access a health assessment, a new weight management program (if eligible), telephonic coaching as well as online or group coaching. There are also many online resources such as challenges, recipes, trackers and much more.

To set up your new wellness program account— [just click here](#). Go to the **Create An Account link** and follow the steps to register. You will need to have your 8-digit Edison ID handy. It can be found on your or your spouse's Caremark card.

You can also download the ActiveHealth app. Search for "ActiveHealth" in your app store. You can take the health assessment and access any of the programs through the mobile app.

### **Cash Incentives**

ActiveHealth will manage the **new cash incentive program** available to all active state and higher education employees and spouses.

Regardless of the health plan you choose, you will be able to earn cash incentives for completing certain wellness activities. You and your spouse could each earn up to \$250 a year. That is up to \$500\* for the employee and spouse annually. To learn more about the eligible activities, [click here](#) for the printable incentive table.

### **Biometric Screenings**

Quest Diagnostics is our biometric screening vendor. To set up your online account with Quest, [click here](#). When you set up your Quest account the first time, you will need the **registration Key: SOT**. Then follow the instructions.

You will also have access to onsite biometric screenings. Those will start in April. Your annual physical is covered by the health plan at no cost. If you want to earn the cash incentive for completing a biometric screening you can attend an onsite screening or download the physician screening form.

Questions? Call 888-741-3390.

*\*New hires/new plan members, your earnings may be limited depending on your hire date. The incentive is taxable and subject to withholding and reporting and will impact the actual amount in your paycheck*

Attachment: Diabetes Prevention Flier



## Better Health Starts Here

### Support When You Need It Most

Sometimes making changes to your lifestyle can be hard, even though you know those changes could improve your health. But personal support, coaching and digital tools can go a long way toward making those changes seem a lot easier.

### # RETROFIT™

We're partnering with Retrofit to offer an online **diabetes prevention program** to eligible members and their dependents ages 18 and older that can help reduce the chance of developing type 2 diabetes.

### Once you enroll, you'll get:

- Tips on how to make simple lifestyle changes
- Online health coaching sessions and regular feedback from your coach
- Support from an online community of members
- Wireless scale, activity tracker and digital tools to keep up with weight, food, mood, steps and exercise
- Personalized weight management help, including healthy, tasty recipes



To see if you qualify for Retrofit's program, log in to or register for your BlueAccess<sup>SM</sup> account at [bcbst.com/preventdiabetes](https://www.bcbst.com/preventdiabetes).



Or call **1-888-599-7483**, if you have questions, and be sure to have your Member ID card with you when you call.

BlueCross BlueShield of Tennessee complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex.

For TDD/TTY help call 1-800-848-0298.

BlueCross BlueShield of Tennessee, Inc., an Independent Licensee of the BlueCross BlueShield Association

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-565-9140 (TTY: 1-800-848-0298).

ملحوظة: إذا كنت تتحدث اذكر اللغة، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل برقم 800-565-9140-1 (رقم هاتف الصم والبكم: 1-800-848-0298).

注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-800-565-9140 (TTY:1-800-848-0298)。

January 18, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**CVS Caremark Announcement**

- Earlier this week, there were news stories related to Walmart coming out of the CVS Caremark pharmacy network.
- We received an update today from CVS Caremark and are pleased to share with you that CVS Caremark has reached a new multi-year agreement with Walmart on their continued participation in the CVS Caremark commercial pharmacy network.
- This new agreement offers enhanced network stability and prevents disruption for plan members, allowing them to continue filling their prescriptions at Walmart pharmacies if they choose to.
- At any time, if members need assistance locating an in-network pharmacy, they can log onto <https://info.caremark.com/stateoftn> and click on "Locate a Network Pharmacy" or they can call CVS Caremark Customer Care at 877-522-8679.

**Closed Monday, January 21**

State offices and the Benefits Administration service center will be closed Monday, January 21 for the Martin Luther King Jr. Day holiday.

January 25, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

### **OPEB Liability/Retiree Health Documents (local gov only)**

We have posted the Other Postemployment Benefits (OPEB) liability/retiree health documents on the [ABC webpage](#) under Local Government Plan. Here you will find the webinar PowerPoint, webinar FAQs, memos, and the Retiree Coverage Election form.

- [OPEB Liability and the Local Government Plan Webinar PowerPoint presentation](#)
- [OPEB Webinar Questions](#)
- [December 17, 2018 memo LG Insurance Committee Actions – Retiree Health/OPEB Update](#)
- [January, 18, 2019 memo OPEB: Local Government Agency – Retiree Coverage Election Form](#)
- [Division of Benefits Administration Local Government Agency – Retiree Coverage Election Form](#). This form must be completed and returned to [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov) by March 31, 2019.

### **Updated Plan Document – Local Government (local gov only)**

An updated version of the Local Government Plan Document was posted on the ParTners for Health website. You can find it on the [ABC webpage](#) under **Local Government Plan**, titled [Plan Document \(2019\)](#). In this updated version, you will see “updated January 2019” in the footer beginning on page 1.

There are a few minor corrections made in the document, but the main updates are multiple changes to clarify the opt in and opt out language the Local Government Insurance Committee approved January 17.

- You will find this updated language in section 4.06 (A) – page 30. We have **attached** a copy of page 30 with tracked changes so you can see the updates that have been made.
- We will go over these updates and any questions you may have during the February 12 ABC conference call.

### **PayFlex Mailing HSA Form 1099-SA to Participants with 2018 Distributions (all plans)**

Next Monday January 28, 2019, PayFlex will begin mailing health savings account (HSA) Form 1099-SA to HSA account holders. **This form will only be mailed to HSA participants with 2018 distributions.** If participants didn't withdraw or use any of their HSA funds in 2018, they won't receive a Form 1099-SA.

- An HSA Form 1099-SA insert will be included with each mailed form (**attached**).
- A *News You Can Use* article was posted on the PayFlex member portal on December 23, 2018, for all HSA members. Members will see this after they log in.
- Forms will be uploaded to the member portal **by end of day**, January 30, 2019.
- PayFlex will file copies with the Internal Revenue Service (IRS) by January 30, 2019.

### **Details on the 1099-SA**

- Form 1099-SA reports distributions taken from an HSA (debit card payments, payments to health care providers, and amounts paid to the HSA account holder).
- If an account holder received a return of excess contributions with interest, that interest will be reported on a separate Form 1099-SA. This means that it's possible for an account holder to receive two forms – one for regular distributions and one for interest on a return of excess contributions.
- HSA account holders will use this form when filing their Federal Income Tax Returns.

- The filing deadline to submit 2018 tax returns is Monday, April 15, 2019, for most taxpayers. Note: Taxpayers in Maine and Massachusetts have until April 17, 2019, to file their returns. This is because of the Patriots' Day holiday on April 15 in Maine and Massachusetts and the Emancipation Day holiday on April 16 in the District of Columbia. Our system will reflect the April 15, 2019, deadline for 2018 HSA contributions.
- Per IRS Regulations, PayFlex is required to:
  - By January 31, provide Form 1099-SA annually to HSA account holders that had distributions during the year
  - By March 31, file copies with the IRS

### **Disability W2s (state /higher ed only)**

This week, MetLife mailed a letter (**attached**) and W2 to each insured who received disability benefit payments in calendar year 2018. The W2s are being issued to benefit recipients for their records. If employees have tax questions, they should consult with their tax advisors.

### **Tennessee Consolidated Retirement System (TCRS) Links on ParTNers Website**

For our members' convenience, TCRS links now appear on our website in three places:

-For retirees under Resources

<https://www.tn.gov/partnersforhealth/continuing-insurance-at-retirement.html>

-For new employees under Resources

<https://www.tn.gov/partnersforhealth/for-new-employees.html>

-In the footer under Important

<https://www.tn.gov/partnersforhealth.html>

### **Edison Down for Maintenance**

Edison will be down this Sunday, January 27, from 6 a.m. to 10 p.m. for standard scheduled maintenance. During this maintenance window, Edison will be unavailable. A maintenance alert has also been posted on the Edison portal.

Attachments: Final HSA 1099 SA Insert  
Plan Document Section 4.06  
MetLife W-2 Letter

## Important information for Form 1099-SA

This **Form 1099-SA** is for your PayFlex Health Savings Account (HSA). It shows your HSA **distributions in 2018**. This includes what you paid for with your PayFlex debit card, payments to health care providers, and amounts paid to you from your HSA. We sent a copy of this form to the Internal Revenue Service (IRS). Below are some Frequently Asked Questions (FAQs) about this form.

### What do I need to do with Form 1099-SA?

Save it. You'll **use it to complete IRS Form 8889**. As an HSA account holder, you must complete Form 8889 when you file your federal tax return. You can find more information on Form 8889 at [www.irs.gov](http://www.irs.gov). Click **Forms & Instructions > List All Current Forms & Instructions >** In the **Find** box type in **8889 >** Click the **Find** button.

### Can I find my HSA tax forms online?

Yes. Log in to the PayFlex member website. Click **Documents & Forms** and select **My Documents**. From the drop down, select **HSA Tax Documents**.

### How do I sign up for "paperless" tax forms?

If you no longer want to get your tax forms in the mail, log in to the PayFlex member website. Click **Account Settings** and select **Account notifications**. Under Health Savings Account, select "Paperless" for your tax documents.

### Is this the only tax form I'll receive for my HSA?

No. In May, we'll send you Form 5498-SA. You won't need to include that form when you file your taxes. We'll send it to the IRS for you. Form 5498-SA includes pre-tax contributions from your paycheck, any contributions you made on your own (post-tax), and any employer contributions you received. You can make contributions for 2018 until the tax filing deadline. For 2018, the tax filing deadline is April 15, 2019.

## Field descriptions for Form 1099-SA

**Box 1: Gross distribution** – Total withdrawals from your HSA that posted from January 1 through December 31. This includes debit card payments, payments to health care providers, and amounts paid to you.

**Box 2: Earnings on excess cont.** – Includes earnings on any excess contributions you may have withdrawn and received from your HSA in 2018. It also includes interest or investment earnings that apply to these funds.

**Box 3: Distribution code** – Identifies the type of distributions from your HSA.

**1** = Normal distribution\*

**2** = Excess contributions\*

**3** = Disability

**4** = Death distribution other than code 6

**5** = Prohibited transaction

**6** = Death distribution after year of death to a non-spouse beneficiary

**Box 4: FMV on date of death** – This is reported only if the account holder has passed away. The Fair Market Value (FMV) is the total value of the account on the date of death. Otherwise, this box will be blank.

**Box 5: HSA/Archer HSA/MA MSA** – This will be marked for HSA; MA MSA stands for Medicare Advantage Medical Savings Account.

**Account number** – The unique number that PayFlex has for your HSA.

\*If you have normal distributions and a return of excess contributions, you'll receive two forms. You'll receive one form for each distribution code.

There may be fees associated with a Health Savings Account ("HSA"). These are the same types of fees you may pay for checking account transactions. Please see the HSA fee schedule in your HSA enrollment materials for more information.

This material is for informational purposes only and is not an offer of coverage. It contains only a partial, general description of plan benefits or programs and does not constitute a contract. It does not contain legal or tax advice. You should contact your legal counsel if you have any questions or if you need additional information. In case of a conflict between your plan documents and the information in this material, the plan documents will govern. Eligible expenses may vary from employer to employer. Please refer to your employer's Summary Plan Description ("SPD") for more information about your covered benefits. Information is believed to be accurate as of the production date; however, it is subject to change. PayFlex cannot and shall not provide any payment or service in violation of any United States (US) economic or trade sanctions. For more information about PayFlex, go to **payflex.com**.

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69.03.584.1 D (1/19)



[Date]

Dear Disability Claimant,

Enclosed is the 2018 W-2 for disability benefit payments paid to you during calendar year 2018.

You are receiving this 2018 Form W-2 because you are or were a member of the State of Tennessee's disability insurance programs (administered by MetLife) and received disability benefits during 2018. Disability insurance falls under the IRS umbrella of 'third-party' sick pay. The IRS requires a Form W-2 to be prepared even if all of the sick pay is nontaxable. Your benefits have been reported in Box 12, Code J (sick pay that was paid by a third party and was not includable in income [and not shown in boxes 1, 3 and 5] because the employee contributed to the sick pay plan).

MetLife, its agents and representatives may not give customers legal, tax or accounting advice and this document should not be construed as such.

Claimants should confer with their qualified legal, tax and accounting advisors as appropriate.

Please contact the State of Tennessee at 800-253-9981, Monday through Friday, 8:00 a.m. to 4:30 p.m., Central Time, if you have any questions.

Thank you.

4.06 Continuation of Health Coverage for Retirees.

(A) ~~Effective January 1, 2019, each~~Each Local Government Agency must elect, in writing, whether or not to

offer retiree coverage to its employees (“opt-in” or “opt-out”). All agencies must elect one of the following choices in writing by the deadline specified in the Retiree Coverage Election form (election form):

- (1) Provide coverage for retirees (or “opt in”). The election to opt in to providing retiree coverage shall be effective ~~for the upcoming plan year~~as of June 30 of the year in which the agency signs the election form, and shall entitle the agency to offer retiree coverage to active employees and to continue to offer retiree coverage to current retirees on the plan. An agency election to opt in will continue to be effective until such election is changed in writing at the time designated for submitting such notice; or
- (2) Not offer coverage for retirees (or “opt out”). ~~The election to opt out of providing retiree coverage is effective upon January 1 of the upcoming plan year, and is a permanent decision not to offer retiree coverage to active employees or to continue to offer retiree coverage to current retirees on the plan~~as of June 30 of the year in which the agency signs the election form. Agency elections to opt out of offering retiree coverage in the state sponsored plan are ~~binding permanent~~ and no employees or retirees shall be eligible to enroll in retiree coverage or to continue in retiree coverage ~~as of the effective date~~after June 30 of the year of the agency’s election to opt out. Once an election has been made to opt out ~~for an upcoming plan year~~, the agency may not reinstate retiree coverage ~~in a subsequent plan year~~; or
- (3) Opt out as in (2) above, as to active employees only ~~(or “limited opt out”), while continuing to offer retiree coverage to its retirees that are on the retiree plan as of the effective date of the opt out (or “limited opt out”). No agency electing to opt out will be deemed to continue to offer coverage to its current retirees, unless this decision is selected in writing at the time of submitting an opt out. The limited election opt-out prohibits the agency from offering retiree coverage to active employees after June 30 of the year in which the agency signs the election form. The agency may continue to offer retiree coverage to its retirees that have insurance coverage on the retiree plan effective on or before June 1 of that year. Coverage starts on the first day of the month, and June 1 of the year in which the election form is signed is the last effective date which will qualify a retiree as a current retiree eligible to continue coverage prior to the June 30 opt out date.~~ As in (2) above, once an election has been made to opt out for active employees for an upcoming plan year, the agency may not reinstate active retiree coverage in a subsequent plan year. However, an agency may elect to opt out of continuing coverage for current retirees by selecting “opt-out” (section 4.06 (A) (2)) status in a subsequent plan year by timely submission of the election form.
- (4) Annually, Benefits Administration’s website shall display a list of agencies that have selected option ~~no. 1~~(1) above to opt in to provide retiree coverage ~~for that plan year~~, and a list of agencies that have selected option ~~no. 3~~(3) above to continue to offer retiree coverage to existing retirees for that plan year.

February 1, 2019

**The following email was sent to agency benefits coordinators (ABCs) today.**

**Wellness Program “chat feature” Update (local ed /local gov)**

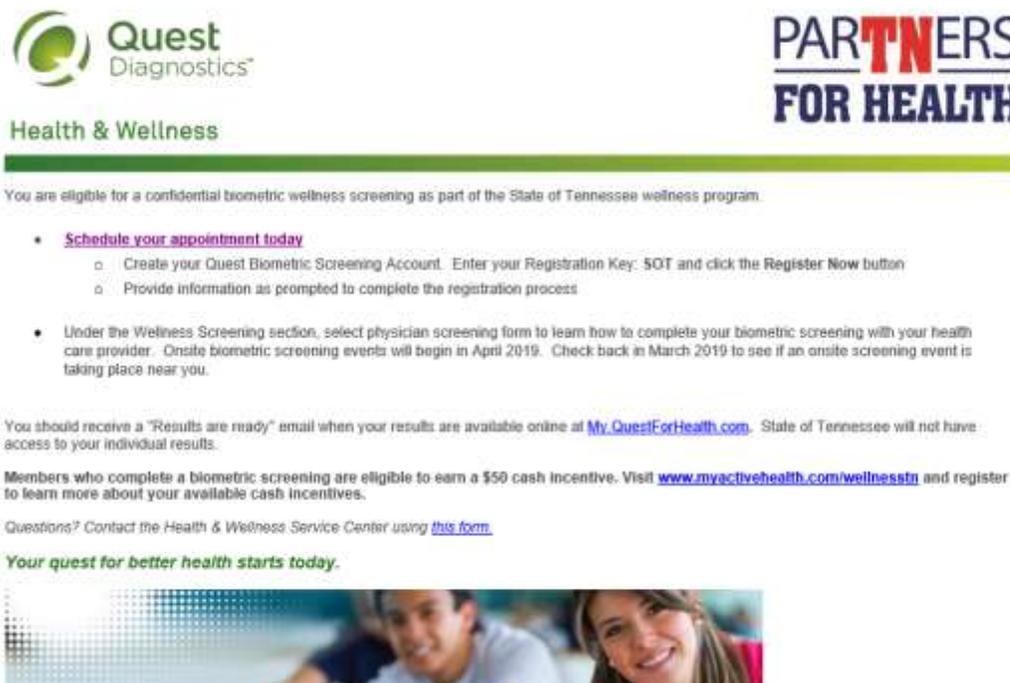
Beginning, Friday, February 1, members have the option to use the chat feature with ActiveHealth, our new wellness vendor. Once you log into your MyActiveHealth account at [www.myactivehealth.com/wellnesstn](http://www.myactivehealth.com/wellnesstn), you will see the chat option. The chat hours are Monday-Friday from 8:00 a.m. – 5:00 p.m. Central time.

**Wellness Program Updates (state/higher ed only)**

Beginning, Friday, February 1, members have the option to use the chat feature with ActiveHealth, our new wellness vendor. Once you log into your MyActiveHealth account at [www.myactivehealth.com/wellnesstn](http://www.myactivehealth.com/wellnesstn), you will see the chat option. The chat hours are Monday-Friday from 8:00 a.m. – 5:00 p.m. Central time.

On Thursday, January 31, our new biometric screening vendor, Quest, sent members an introductory email. A screenshot of the email is below.

The email included [the link to set up an account with Quest](#), which is separate from the My ActiveHealth account. Members who want to earn the \$50 cash incentive for completing a biometric screening will create an account and download/upload the physician screening form from this site. Starting in March, members will have the option of registering for one of the spring/summer onsite screenings.



February 8, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**ABC Conference Call Next Week**

Monthly February ABC conference calls are next week!

**Higher Ed – Tuesday, Feb. 12 at 8:30 a.m. Central time**

**Local Ed – Tuesday, Feb. 12 at 10 a.m. Central time**

**Central State – Tuesday, Feb. 12 at 12:30 p.m. Central time**

**Local Government – Tuesday, Feb. 12 at 2 p.m. Central time**

The **attached** agenda includes the webinar login instructions.

February 15, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**ABC Conference Call Notes**

The combined notes from the Feb. 12 ABC conference calls are **attached**.

**State Offices and BA Service Center Closed**

State offices and the Benefits Administration service center are closed Monday, Feb. 18 for President's Day. We hope you have a great holiday weekend!

February 22, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**Edison Down For Maintenance**

Edison will be down this Sunday, February 24, from 6 a.m. to 10 p.m. CST for standard maintenance. During this maintenance window, users will be locked out of Edison. Sorry for any inconvenience, and we appreciate your support.

**New Life Insurance Contact on Vendor List (state and higher ed only)**

There is a new contact for life insurance materials on our vendor contact. We have attached an updated copy.

Attachments: Vendor List

## Vendor Contact List for ABCs – Benefits Fairs/Materials

<b>Health</b>		
<b>BlueCross BlueShield of Tennessee</b>		
Amy Jordan	(423) 535-5788	<a href="mailto:Amy_Jordan@bcbst.com">Amy_Jordan@bcbst.com</a>
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets/materials	(615) 595-3134	<a href="mailto:Celeste.sims@cigna.com">Celeste.sims@cigna.com</a>
<b>Health Savings Account (HSA) (and FSAs for State and Higher Education)</b>		
<b>PayFlex</b>		
Jo Montgomery – benefits fairs	(860) 273-0545	<a href="mailto:montgomeryj@payflex.com">montgomeryj@payflex.com</a>
Darlene Russo – ABC HSA (questions)		<a href="mailto:stateoftennessee@payflex.com">stateoftennessee@payflex.com</a>
<b>Dental</b>		
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets and materials	(615) 595-3134	<a href="mailto:Celeste.sims@Cigna.com">Celeste.sims@Cigna.com</a>
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>
<b>Wellness Program</b>		
<b>ActiveHealth Management</b>		
Matt Berte	(212) 479-0483	<a href="mailto:mberte@activehealth.net">mberte@activehealth.net</a>
<b>Employee Assistance Program (EAP)/Behavioral Health</b>		
<b>Optum</b>		
Melissa Ward	(612) 632-5456	<a href="mailto:Melissa.ward@optum.com">Melissa.ward@optum.com</a>
<b>Group Term Life Insurance</b>		
<b>Securian Financial (Minnesota Life)</b>		
Michael Kretman	(651) 665-3935 (651) 665-4128	<a href="mailto:benefitfairs@securian.com">benefitfairs@securian.com</a>
<b>Vision</b>		
<b>Davis Vision</b>		
Larry Sheehan (benefits fairs/materials)	(508) 813-4211	<a href="mailto:lsheehan@davisvision.com">lsheehan@davisvision.com</a>
Jay Storey (benefits fairs/materials)	(315) 884-0479	<a href="mailto:jstorey@davisvision.com">jstorey@davisvision.com</a>
<b>Disability (state and higher education)</b>		
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>

March 1, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

### **BlueCross BlueShield Retrofit Diabetes Prevention Program Mailer**

Recently, BlueCross BlueShield (BCBS) members were sent a mailer about the new Retrofit diabetes prevention program (DPP). As a reminder, this program is open to all BCBS health plan members, including local education and local government plan members, if they qualify. Members can [find a flier about the program](#) on our website. Back in January, BCBS joined us on the ABC call to go over the program. Soon, BCBS will send follow-up emails to members about the program.

More information about the two online DPP program available to BCBS and Cigna members is on the ParTNers for Health website under Wellness, scroll down and [click on the DPP link](#).

**For state and higher education members:** This program is not part of the ActiveHealth Management program and cash incentives for participating are currently NOT available.

### **Local Education Memorandum of Understanding (MOU) (local ed only)**

On Tuesday, February 26, Benefits Administration (BA) emailed a memo from our Executive Director Laurie Lee, the 2019 MOU, and a summary of the changes made to the MOU to Local Education Directors of Schools, Fiscal Directors and primary ABCs. The MOU must be signed by the Director of Schools, Fiscal Officer and primary ABC and returned to BA no later than March 31, 2019.

If you have any questions about the updates to the MOU, or you are unable to meet this deadline and need to request an extension, please email [benefits.administration@tn.gov](mailto:benefits.administration@tn.gov). You may also use this email address to scan and return your completed MOU document. We have already received a number of signed MOUs and we thank you for your prompt reply.

### **Hospital List Update**

We have posted an updated [BlueCross BlueShield hospital list](#) (dated 2.27.19) on the [ParTNers for Health website Carrier Information page](#) which notes that both Copper Basin Medical Center and Cumberland River Hospital are closed facilities.

We will post updated Cigna Open Access Plus (OAP) and Cigna LocalPlus hospital lists as soon as they are available.

### **Edison System Upgrade**

The Edison system will be down beginning Friday, March 8 at 5 p.m. through Monday, March 11 at 7 a.m. Central time for a system upgrade. This means that general users will be locked out of Edison beginning Friday, March 8 at 5 p.m. Central time.

March 8, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**ABC Conference Call Next Week**

Monthly March ABC conference calls will take place next week!

**Higher Ed – Tuesday, March 12 at 8:30 a.m. Central time**

**Local Ed – Tuesday, March 12 at 10 a.m. Central time**

**Central State – Tuesday, March 12 at 12:30 p.m. Central time**

**Local Government – Tuesday, March 12 at 2 p.m. Central time**

The **attached** agenda includes the webinar login instructions.

**Reminder - Edison System Upgrade**

The Edison system will be down beginning Friday, March 8 at 5 p.m. through Monday, March 11 at 7 a.m. Central time for a system upgrade. This means that general users will be locked out of Edison beginning Friday, March 8 at 5 p.m. Central time.

**Navigation:**

On Monday, March 11, we suggest you do not use any previously saved favorite, shortcut or bookmarked link that navigated you to the Edison log in page previously. Please use the proper navigation to the Edison Portal via <https://www.tn.gov/> > Government > State Employees > Edison.

**Clearing Browser Cache/Cookies:**

To make things go as easily as possible for this upgrade and to alleviate other everyday issues, we would suggest users clear their browsing cache/cookies before logging into Edison on the morning of Monday, March 11. Here is a Zendesk article about clearing your cache to help. <https://benefitssupport.tn.gov/hc/en-us/articles/360001988848-How-To-Clear-Your-Browser-History-and-Cache>

March 15, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**ABC Conference Call Notes**

The combined notes from the March 12 ABC conference calls are **attached**.

**Optum Drop in Training Reminder**

As relayed during the ABC call this week, the first Optum drop in training for ABCs, HR representatives, supervisors and managers will be held next week on March 20. You do not need to register to join, just click the link below on the date and time.

**Topic: Stress and Life balance**

**Date: 3/20/19**

**Time: 12:00-1:00 p.m. Central time**

**Webinar Link and Call In:**

<https://blievents.webex.com/blievents/onstage/g.php?MTID=ec13b73e3f3e3bf460478fa08988687f4>

+1-415-655-0002

Access code: 666 094 784

**OPEB Reminder (local gov only)**

The retiree health Insurance opt in/opt out form (Retiree Coverage Election Form) is **due on March 31**. If you have any questions, please contact [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov)

**Memorandum of Understanding (MOU) Reminder (local ed only)**

The Memorandum of Understanding (MOU) was emailed to you, your director of schools and your finance director on Wednesday, 2/27. The **due date to return the signed MOU is March 31**. If you have not received the MOU or if you have any questions, please contact us at [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov)

March 22, 2019

**The following email was sent to agency benefits coordinators (ABCs) today.**

### **New Preventive Care Promotional Video**

As a part of our [Know Your Health campaign](#), we created a new [preventive care video](#) that has been posted to the [ParTNers for Health video webpage](#). This helpful video walks members through the importance of screenings, what is available for our members and their dependents and where to get more information. We hope you will share it with our members!

### **April Preferred Drug List (PDL)**

The April 2019 State of Tennessee Preferred Drug List (PDL) is posted here: [https://www.tn.gov/content/dam/tn/finance/fa-benefits/documents/caremark\\_pdl.pdf](https://www.tn.gov/content/dam/tn/finance/fa-benefits/documents/caremark_pdl.pdf). As with each quarterly formulary update, Caremark will mail notification letters to members who are affected by tier changes or drug exclusions. During the past quarter, there were 59 members who filled for a drug that is moving from tier 2 to tier 3 (non-preferred) status and will have a higher copayment or who filled for a drug that is being excluded from the PDL.

Shown below are drugs being added, removed, or moved from tier 2 (preferred) to tier 3 (nonpreferred). Please encourage employees to use the state's specific webpage at [info.caremark.com/stateoftn](http://info.caremark.com/stateoftn) to view the most current version of the drug list, as well as to review their prescription drug benefit information, request mail service orders and research drug information.

### **CVS/CAREMARK HAS MADE THE FOLLOWING CHANGES TO THE PREFERRED DRUG LIST ("PDL" OR FORMULARY) AS OF APRIL 1, 2019:**

<b>Drugs being added to the PDL April 1, 2019, are as follows:</b>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Aristada initio injection	Schizophrenia
Mulpleta tablet	Thrombocytopenia
Sensipar tablet	Secondary hyperparathyroidism (HPT)
Retacrit injection	Anemia due to CKD
Dupixent injection 200/1.14 - select NDC	atopic dermatitis
<b>Drugs being removed from the PDL April 1, 2019, are as follows:</b>	
<i>(Not covered unless member is unable to use preferred product and is approved to use through the Specialty Guideline Management program.)</i>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Epogen injection	anemia
Procrit SDV	anemia
Zytiga tablet	prostate cancer
Procrit injection	anemia

Procrit vial	anemia
<b>Drugs changing from Preferred (Tier 2) to Non-Preferred status (Tier 3), are as follows:</b>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Coreg CR capsule	anti-hypertensive
Luzu	anti-fungal
Topicort gel	skin conditions
Uceris tablet	Crohn's disease; ulcerative colitis
Atralin gel	acne vulgaris
Estrace vaginal cream	menopause
Mestinon TS tablet	myasthenia gravis
Topicort ointment	skin conditions

**OPEB Reminder (local gov only)**

The deadline for agencies to submit the Retiree Coverage Election Form for retiree health insurance to opt in or opt out is approaching. The form is **due on March 31**. If you have any questions, please contact [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov)

**Memorandum of Understanding (MOU) Reminder (local ed only)**

The Memorandum of Understanding (MOU) was emailed to you, your director of schools and your finance director on Wednesday, 2/27. The **due date to return the signed MOU is March 31**. If you have not received the MOU or if you have any questions, please contact us at [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov)

March 29, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

**Members Save With April Fitness Your Way Promotion (all plans)**

BlueCross BlueShield of Tennessee (BCBST) is waiving the initial enrollment fee for the month of April 2019 for Fitness Your Way. Please share the information below, and attached flier with your BCBST members:

As a mission-driven company, BlueCross BlueShield of Tennessee puts our members' health first. That's why our upcoming April promotion offers to waive the \$29 enrollment fee for our discount fitness program, Fitness Your Way™. Eligible members with an email address on file will get an email about this promotion.

When members sign up, they'll get:

- Unlimited access to more than 10,000 gyms across the country
- No long-term contract, just a three-month initial commitment
- Membership for just \$29 a month

Members can start working out the day they join. To take advantage of this special offer, members will use promo code SPRING19 to waive the enrollment fee. They can find participating fitness locations online when they sign up through our Blue365® discount program. They'll also get discounts on wellness services like acupuncture, chiropractic visits and more.

**State and Higher Education HIPAA Training Starts Monday, April 1 (ST/HE only)**

HIPAA training starts Monday, April 1. As you know, all ABCs, backups, and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA).

Attached is information on how to login and complete the training. A link to a helpful video about the training is also included.

**Cigna Hospital Lists Updated**

We have posted an updated Cigna hospital lists (dated 03.26.19) for [Cigna LocalPlus](#) and [Cigna OAP](#) on the [ParTNers for Health website Carrier Information page](#) which notes that both Copper Basin Medical Center and Cumberland River Hospital are closed facilities. Some updates to facility names have also been made.

**Wellness Program Fliers (state and higher ed only)**

Attached are fliers and posters you can use to promote the wellness program to our state and higher education members.

There are two versions of each piece:

1. Files marked "High Res" – these are for printing
2. Files marked "Accessible" – these are for web and email and should be used anytime the piece will be distributed via email or posted online

**Important - OPEB Form Deadline (local gov only)**

The deadline for agencies to submit the Retiree Coverage Election Form for retiree health insurance to opt in or opt out is **March 31**. If you have any questions, please contact [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov)

Attachments: Fitness Your Way Member Flier  
2019 HIPAA Training Instructions  
Tenn Easy Steps Flier Web and Email  
Tenn Easy Steps Flier High Res  
Tenn Easy Steps Poster Web and Email  
Tenn Easy Steps Poster High Res



## Better fitness can be easy – and affordable.

Helping you improve your overall health through regular fitness is important to us. We also know firsthand that getting fit – and staying fit – can be a challenge. This is why we introduced Fitness Your Way™, a flexible, low-cost fitness program that makes living a healthier life easier than ever.

Available exclusively for you and your covered dependents (age 18 and older), Fitness Your Way provides:

- **Affordability.** One-time enrollment fee of \$29 and a \$29 monthly membership fee per member.
- **Unlimited access.** The nationwide network includes more than 10,000 participating fitness locations.\*
- **Flexible membership.** No long-term contract is required – only a three-month initial commitment and unlimited use of any facility within the network.
- **Online convenience.** You can easily find fitness centers, enroll and manage your activity online.

\* Participating facilities will vary.

### Take the first step

To get started, visit [bcbst.com/member](http://bcbst.com/member) and register or log in to **BlueAccess**™.

- Click **Managing Your Health**.
- Select **Member Discounts & Fitness Your Way** to visit our **Blue365**™ member discounts page.
- Click **Fitness Your Way**.
- Select **View Details** then **Redeem Now**.
- From there you can find fitness center locations, enroll and create a **Fitness Your Way** account.
- Or call **1-888-242-2060**, Monday through Friday, 8 a.m. – 8 p.m. ET, to find participating facilities and enroll today.



The 2019 HIPAA Annual training will open in Edison for state and higher education on April 1<sup>st</sup>. As you know, all ABCs, backups, and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from April 1<sup>st</sup> to April 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80** percent otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**



# Wellness Program for State and Higher Education Employees and Spouses

Now is a great time to get healthier –  
and **earn up to \$250**

**PARTNERS  
FOR HEALTH**

**ActiveHealth**  
MANAGEMENT.

## Get started in 3 easy steps

**Step 1:** Activate your wellness program – on the web or with our app.



**On the web:** Go to [www.myactivehealth.com/wellnesstn](http://www.myactivehealth.com/wellnesstn) and click on the link “Create an Account.”

**With our app:** Search for “ActiveHealth” in your app store. Then download the ActiveHealth app on your smartphone or tablet. When you open the app, click on the “Register” button.

**Step 2:** After logging in to the website or the app, complete the Health Assessment. This will take about 5 minutes to do.

**Step 3:** Now complete your choice of activities to start earning your cash incentives. See the back of this page for details on the activities to earn your cash incentives. Your progress is tracked by ActiveHealth in your online account.

Active employees and enrolled spouses: **Earn up to \$250 each**  
with your wellness incentives – deposited in your paycheck.

## Your wellness program includes:

A personalized weight management program • Coaching support – online or on the phone  
Support for long-term health conditions such as asthma, diabetes, COPD, and other conditions  
Help with quitting tobacco • And more

Get started with the **ActiveHealth** app or  
online at [myactivehealth.com/wellnesstn](http://myactivehealth.com/wellnesstn)

Questions? We're here to help. 888-741-3390, Monday – Friday 8:00 a.m. to 8:00 p.m. CST

The information provided by the ActiveHealth Management health and wellness programs is general in nature. It is not meant to replace the advice or care you get from your doctor or other health professional. If you have specific healthcare needs or would like more complete health information, please see your doctor or other healthcare provider.

This material is for informational purposes only and is neither an offer of coverage nor medical advice. It contains only a partial, general description of programs and services and does not constitute a contract. Information is believed to be accurate as of the production date; however, it is subject to change. For information about your Partners for Health plan, refer to <https://www.tn.gov/partnersforhealth.html>.

ActiveHealth, the ActiveHealth Management logo, and MyActiveHealth are trademarks of ActiveHealth Management, Inc. 03/2019

# 2019 WELLNESS PROGRAM

## INCENTIVE TABLE

### STATE & HIGHER EDUCATION ACTIVE MEMBERS ONLY



**You must complete a health assessment by Nov. 30 to be eligible for cash incentives.** Go to [MyActiveHealth](#), log in and then click on Health Assessment in the Welcome Message.

Eligible members and spouses can earn up to \$250 each or \$500 per household.

Program/Activity	What you earn	How you qualify and/or enroll Click on the links below, when available, to enroll or find out more.	Deadline to enroll or participate in the program/activity
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This material is for informational purposes only and is neither an offer of coverage nor medical advice. It contains only a partial, general description of programs and services and does not constitute a contract. Information is believed to be accurate as of the production date; however, it is subject to change. For information about your Partners for Health plan, refer to <https://www.tn.gov/partnersforhealth.html>.

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**Friday, April 5, 2019**

*The following email was sent to agency benefits coordinators (ABCs) today.*

**ABC Conference Call Next Week**

April ABC conference calls will take place next week!

**Higher Ed – Tuesday, April 9 at 8:30 a.m. Central time**

**Local Ed – Tuesday, April 9 at 10 a.m. Central time**

**Central State – Tuesday, April 9 at 12:30 p.m. Central time**

**Local Government – Tuesday, April 9 at 2 p.m. Central time**

Webinar login instructions are included on the **attached** agenda.

**Reminder – Complete 2019 HIPAA Training Now Through April 30 (state/higher ed only)**

2019 HIPAA training runs now through April 30. All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA).

**Attached** is information on how to login and complete the training. A link to a helpful video about the training is also included.

**Wellness Program Fliers – Weight Management Update (state/higher ed only)**

The weight management cash incentive change will take effect April 15<sup>th</sup> instead of April 1<sup>st</sup> as we originally communicated during the March ABC call. Attached are the fliers we shared last week which have the corrected date, April 15.

There are two versions of the flier:

1. File marked “High Res” – this is for printing
2. File marked “Accessible” – this should be used anytime the piece will be distributed via email or posted online

Attachments: 2019 HIPAA Training Instructions  
ActiveHealth Easy Steps Flier – Web and Email  
ActiveHealth Easy Steps Flier – High Resolution

The 2019 HIPAA Annual training will open in Edison for state and higher education on April 1<sup>st</sup>. As you know, all ABCs, backups, or directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from April 1<sup>st</sup> to April 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80** percent otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**



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April 12, 2019

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### **ABC Conference Call Notes**

The combined notes from the April 9 ABC conference calls are **attached**.

### **2020 Premium and Benefit Design Letter (local gov only)**

On Thursday, April 11, a 2020 premium letter (**attached**) was sent to all agency heads and ABCs. Pending Insurance Committee approval, Benefits Administration (BA) is recommending no premium increases for health, dental and vision insurance for 2020.

### **Don't Forget - Complete Your 2019 HIPAA Training Now! (state/higher ed only)**

2019 HIPAA training runs now through April 30. All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA).

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

### **#4Mind#Body Lunch and Learn Opportunities (state only)**

As a part of Mental Health Awareness Month, we are partnering with the Department of Mental Health and Substance Abuse Services to offer four Lunch and Learn opportunities for state employees during the month of May. The schedule is included below. Please share the **attached** flier with your employees.

**Employees will not have to pre-register for a date and time; they can join in-person or [login for the webinar](#).** This information and login instructions are also found on the ParTNers for Health website, [under Other Benefits, EAP](#).

### **Substance Use**

Wednesday, May 1, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C

### **Depression and Anxiety**

Tuesday, May 7, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C

### **Raising Kids and Teens**

Monday, May 13 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, room D

### **Virtual Visits**

Wednesday, May 29, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C

Attachments: LG Health Insurance – no premium increases  
HIPAA training instructions  
Mental Health Month



STATE OF TENNESSEE  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
BENEFITS ADMINISTRATION

312 Rosa L. Parks Avenue  
Suite 1900 William R. Snodgrass Tennessee Tower  
Nashville, Tennessee 37243  
Phone 800-253-9981  
FAX (615) 253-8556

Stuart C. McWhorter  
COMMISSIONER

Laurie Lee  
EXECUTIVE DIRECTOR

April 11, 2019

MEMORANDUM

TO: Agency Heads - Local Government

FROM: Laurie Lee, Executive Director 

SUBJECT: **Good News – No Premium Increases for 2020**

I know that many of you are working now on your budgets for next fiscal year. I thought it would be helpful to tell you as early as we could that we have determined the preliminary estimates for the Local Government Plan premiums for health, dental and vision insurance for 2020.

Based upon the projected claims and plan performance we will recommend the following to the Local Government Insurance Committee in May for their approval:

- **NO premium increase for health insurance in 2020.**
- For those of you who offer the state's dental insurance, here are the premium estimates:
  - Cigna prepaid dental plan – **no premium increase.**
  - MetLife DPPO plan – **no premium increase.**
- For those of you who offer the state's Davis Vision plan – **no premium increase.**
- Our carrier networks will remain the same: BlueCross BlueShield Network S, Cigna LocalPlus and Cigna Open Access Plus (OAP). The surcharge for Cigna's large OAP statewide network has not yet been determined.
- Our contract with Caremark expires at the end of this year, and we will conclude the request for proposal (RFP) process soon. We will let you know who will administer our pharmacy benefits later this spring.

While we are still working to determine any plan changes, I can tell you that we don't expect many for 2020. And those that we do recommend will likely all benefit your members.

I hope this information is helpful to you. We value your agency's participation in the State Group Insurance Plan and the opportunity to meet the needs of your employees. If you have any questions about the above information or any other aspect of our health plan, please email me at [benefits.info@tn.gov](mailto:benefits.info@tn.gov).

Thank you.

CC: Agency Fiscal Officers  
Agency Benefits Coordinators

The 2019 HIPAA Annual training will open in Edison for state and higher education on April 1<sup>st</sup>. As you know, all ABCs, backups, or directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from April 1<sup>st</sup> to April 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

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**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

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## #4Mind4Body Lunch and Learn Opportunities

### Substance Use

Wednesday, May 1, 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, rooms A&C

### Depression and Anxiety

Tuesday, May 7, 11:30 a.m. to 12:30 p.m.  
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### Raising Kids and Teens

Monday, May 13 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, room D

### Virtual Visits

Wednesday, May 29, 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, rooms A&C

All sessions available in-person or via webinar. No pre-registration required  
Please visit [tn.gov/partnersforhealth/other-benefits/eap](https://tn.gov/partnersforhealth/other-benefits/eap)  
for more information and to login to the webinar



April 18, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

**Updated Vendor Contact List (all plans)**

The ABC vendor contact list has been updated and now includes a phone number for Darlene Russo with PayFlex. You can find the updated list on the ABC webpage, and it is **attached** for your convenience.

**Deadline to Complete Your 2019 HIPAA Training is April 30 (state/higher ed only)**

***If you have already completed your 2019 HIPAA training, you can disregard this message.***

You have until April 30 to complete the training. If you have enrolled but not yet completed the training, please complete it as soon as possible.

All ABCs, backups and directors who have access to Edison are required to complete HIPAA training each year as a part of your agreement with Benefits Administration (BA). We've **attached** information on how to log in and complete the training.

**#4Mind#4Body Lunch and Learn Opportunities (state only)**

Reminder - As a part of Mental Health Awareness Month, we are partnering with the Department of Mental Health and Substance Abuse Services to offer four Lunch and Learn opportunities for state employees during the month of May. The schedule is included below. If you have not shared the **attached** flier with your employees, we invite you to do so.

**Employees will not have to pre-register for a date and time; they can join in-person or [login for the webinar](#).** The information in today's email and login instructions are also found on the ParTNers for Health website, **[under Other Benefits, EAP](#)**.

**Substance Use**

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**Depression and Anxiety**

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**State Offices and Benefits Administration (BA) – Closed, Friday, April 19**

State offices and the BA service center will be closed Friday, April 19. We hope you have a wonderful and safe holiday weekend!

Attachments: 2019 Vendor Contact List  
2019 HIPAA Training Instructions State & Higher Ed  
Mental Health Month

## Vendor Contact List for ABCs – Benefits Fairs/Materials

<b>Health</b>		
<b>BlueCross BlueShield of Tennessee</b>		
Amy Jordan	(423) 535-5788	<a href="mailto:Amy_Jordan@bcbst.com">Amy_Jordan@bcbst.com</a>
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets/materials	(615) 595-3134	<a href="mailto:Celeste.sims@cigna.com">Celeste.sims@cigna.com</a>
<b>Health Savings Account (HSA) (and FSAs for State and Higher Education)</b>		
<b>PayFlex</b>		
Jo Montgomery – benefits fairs	(860) 273-0545	<a href="mailto:montgomeryj@payflex.com">montgomeryj@payflex.com</a>
Darlene Russo – ABC HSA (questions)	(860) 273-5413	<a href="mailto:stateoftennessee@payflex.com">stateoftennessee@payflex.com</a>
<b>Dental</b>		
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets and materials	(615) 595-3134	<a href="mailto:Celeste.sims@Cigna.com">Celeste.sims@Cigna.com</a>
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>
<b>Wellness Program</b>		
<b>ActiveHealth Management</b>		
Matt Berte	(212) 479-0483	<a href="mailto:mberte@activehealth.net">mberte@activehealth.net</a>
<b>Employee Assistance Program (EAP)/Behavioral Health</b>		
<b>Optum</b>		
Melissa Ward	(612) 632-5456	<a href="mailto:Melissa.ward@optum.com">Melissa.ward@optum.com</a>
<b>Group Term Life Insurance</b>		
<b>Securian Financial (Minnesota Life)</b>		
Michael Kretman	(651) 665-3935 (651) 665-4128	<a href="mailto:benefitfairs@securian.com">benefitfairs@securian.com</a>
<b>Vision</b>		
<b>Davis Vision</b>		
Larry Sheehan (benefits fairs/materials)	(508) 813-4211	<a href="mailto:lsheehan@davisvision.com">lsheehan@davisvision.com</a>
Jay Storey (benefits fairs/materials)	(315) 884-0479	<a href="mailto:jstorey@davisvision.com">jstorey@davisvision.com</a>
<b>Disability (state and higher education)</b>		
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>

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## #4Mind4Body Lunch and Learn Opportunities

### Substance Use

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Tennessee Tower, 3rd floor, rooms A&C

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### Raising Kids and Teens

Monday, May 13 11:30 a.m. to 12:30 p.m.  
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### Virtual Visits

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for more information and to login to the webinar



April 26, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**Deadline to Complete Your 2019 HIPAA Training is Next Week! (state/higher ed only)**

If you have already completed your 2019 HIPAA training, you can disregard this message.

**The deadline to complete your HIPAA training is next Tuesday, April 30.**

All ABCs, backups and directors who have access to Edison are required to complete HIPAA training each year as a part of your agreement with Benefits Administration (BA). We've attached information on how to log in and complete the training.

**2019 HIPAA Training - May 1-30 (local ed only)**

HIPAA training starts Wednesday, May 1. As you know, all ABCs, backups, and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA).

Attached is information on how to log in and complete the training. A link to a helpful video about the training is also included.

**#4Mind4Body Lunch and Learns Start Next Week! (state only)**

As May is Mental Health Awareness Month, ParTNers for Health is teaming up with the Department of Mental Health and Substance Abuse Services to offer four Lunch & Learns for state employees.

The first #4Mind4Body Lunch & Learn will take place next Wednesday—the full schedule is below. If you have not shared the attached flier with your employees, we invite you to do so.

Employees will not have to pre-register for a date and time; they can join in-person or [login for the webinar](#). Employees can find information and login instructions on the ParTNers for Health website, [under Other Benefits, EAP](#).

**#4Mind4Body Lunch & Learns  
Substance Use**

Wednesday, May 1, 11:30 a.m. to 12:30 p.m. Central time

Tennessee Tower, 3rd floor, rooms A&C, or [login to the webinar](#)

**Description:** Substance Abuse and Addiction is a leading concern in many communities across Tennessee. From the human toll of lives lost to opioid overdose to the economic burden of people unable to participate in the workforce or raise their children, addiction impacts us all. In this presentation, Department of Mental Health and Substance Abuse Services Director of Faith-Based Initiatives, Monty Burks, takes a look at the brain science of addiction, its effects on our communities, and hope for recovery. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

**Depression and Anxiety**

Tuesday, May 7, 11:30 a.m. to 12:30 p.m. Central time

Tennessee Tower, 3rd floor, rooms A&C, or [login to the webinar](#)

**Description:** Depression and anxiety are two of the most common mental health issues that can affect us, our families, friends and the workplace area. Learn important information about

what depression and anxiety are, what to do, and where to go to find personal or family support. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

### **Raising Kids and Teens**

Monday, May 13 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, room D, or [login to the webinar](#)

**Description:** With increasing rates of depression, anxiety, and even suicide among young people, raising a child has seemingly never been more difficult. This presentation will look at healthy development of kids and teens from the social and psychological aspects. Parents will learn the basics of what's typical, what's challenging, and resources on how to respond. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

### **Virtual Visits**

Wednesday, May 29, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C, or [login to the webinar](#)

**Description:** Virtual Visits are an outpatient mental health treatment option that uses secure technology to deliver EAP, evaluation, therapy, medication management, information and education at a distance in real time. Learn how to find a provider, make an appointment, and engage in a Virtual Visit with a licensed provider in the comfort of your home. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

**For Local Government:** We don't have any information to share with you this week. We hope you have a great weekend!

Attachments: 2019 ST HE HIPAA Training Instructions  
2019 LE HIPAA Training Instructions  
Mental Health Lunches State

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May 3, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

### **ABC Annual Survey**

On Monday, May 6, the annual Benefits Administration (BA) customer service survey will be sent to all primary ABCs. Your responses to the 2018 survey were extremely valuable in helping us understand areas where we do well and where we could better meet your needs and improve our services to you and your members.

Primary ABCs will have from May 6 to May 17 to complete the survey but we encourage you to complete it as soon as possible. Thank you for your participation!

### **2019 HIPAA Training Continues Through May 30 (local ed only)**

HIPAA training continues through May 30. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

### **#4Mind4Body Lunch and Learns Continue Through May (state only)**

The #4Mind4Body Lunch and Learns continue through May. As May is Mental Health Awareness Month, ParTNers for Health has joined up with the Department of Mental Health and Substance Abuse Services to offer these Lunch and Learns for state employees.

The schedule is below. If you have not shared the **attached** flier with your employees, we invite you to do so.

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#### **#4Mind4Body Lunch and Learns**

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**Description:** Depression and anxiety are two of the most common mental health issues that can affect us, our families, friends and the workplace area. Learn important information about what depression and anxiety are, what to do, and where to go to find personal or family support. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

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**Description:** With increasing rates of depression, anxiety, and even suicide among young people, raising a child has seemingly never been more difficult. This presentation will look at healthy development of kids and teens from the social and psychological aspects. Parents will learn the basics of what's typical, what's challenging, and resources on how to respond. A

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May 10, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

**ABC Conference Call Next Week**

May ABC conference calls will take place next week!

**Higher Ed – Tuesday, May 14 at 8:30 a.m. Central time**

**Local Ed – Tuesday, May 14 at 10 a.m. Central time**

**Central State – Tuesday, May 14 at 12:30 p.m. Central time**

**Local Government – Tuesday, May 14 at 2 p.m. Central time**

Webinar login instructions are included on the **attached** agenda.

**ABC Annual Survey Reminder**

This week, Benefits Administration (BA) sent the annual ABC customer service survey to all primary ABCs. Your responses to the 2018 survey were extremely valuable in helping us understand areas where we do well, and where we could better meet your needs and improve our services to you and your members.

**Primary ABCs have until May 17 to complete the survey.** If you have already completed the survey – thank you!

**2019 HIPAA Training Continues Through May 30 (local ed only)**

***If you have already completed your 2019 HIPAA training, you can disregard this message.***

HIPAA training continues through May 30. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

**#4Mind4Body Lunch and Learns Continue Through May (state only)**

ParTNers for Health has teamed up with the Department of Mental Health and Substance Abuse Services to offer the #4Mind4Body lunch and learn series to state employees during Mental Health Awareness month. There are two more #4Mind4Body presentations left in the series.

The next lunch and learn, Raising Kids and Teens, explores the healthy development of kids and teens, and gives parents the basics of what's typical, what's challenging, and resources on how to respond. Please share the **attached** flier or the information below with your employees.

No registration is required. You can join in-person or [log in for the webinar](#). You can find this information on the ParTNers for Health website, [under Other Benefits, EAP](#).

**#4Mind4Body Lunch and Learns**

**Raising Kids and Teens**

Monday, May 13 11:30 a.m. to 12:30 p.m. Central time

Tennessee Tower, 3rd floor, room D, or [log in to the webinar](#)

**Description:** With increasing rates of depression, anxiety, and even suicide among young people, raising a child has seemingly never been more difficult. This presentation will look at healthy development of kids and teens from the social and psychological aspects. Parents will learn the basics of what's typical, what's challenging, and resources on how to respond. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

### **Virtual Visits**

Wednesday, May 29, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C, or [log in to the webinar](#)

**Description:** Virtual Visits are an outpatient mental health treatment option that uses secure technology to deliver EAP, evaluation, therapy, medication management, information and education at a distance in real time. Learn how to find a provider, make an appointment, and engage in a Virtual Visit with a licensed provider in the comfort of your home. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

Attachments: 2019 LE HIPAA Training Instructions  
State Mental Health Month Lunches

The 2019 HIPAA Annual training will open in Edison for Local Education on May 1<sup>st</sup>. As you know, all ABCs, backups, or directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from May 1<sup>st</sup> to May 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80** percent otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**



## #4Mind4Body Lunch and Learn Opportunities

### Substance Use

Wednesday, May 1, 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, rooms A&C

### Depression and Anxiety

Tuesday, May 7, 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, rooms A&C

### Raising Kids and Teens

Monday, May 13 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, room D

### Virtual Visits

Wednesday, May 29, 11:30 a.m. to 12:30 p.m.  
Tennessee Tower, 3rd floor, rooms A&C

**All sessions available in-person or via webinar. No pre-registration required**  
Please visit [tn.gov/partnersforhealth/other-benefits/eap](https://tn.gov/partnersforhealth/other-benefits/eap)  
for more information and to login to the webinar



May 17, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

### **May Conference Call Notes**

The combined notes from the May 14 ABC conference calls are **attached**.

### **ABC Annual Survey Reminder**

Today is the last day primary ABCs can respond to the ABC customer service survey. Benefits Administration (BA) sent the annual ABC customer service survey to all primary ABCs. Your responses to the 2018 survey were extremely valuable in helping us understand areas where we do well, and where we could better meet your needs and improve our services to you and your members.

**Primary ABCs have until the end of day today, May 17, to complete the survey.** If you have already completed the survey – thank you!

### **Don't Forget to Complete Your 2019 HIPAA Training! (local ed only)**

*If you have already completed your 2019 HIPAA training, you can disregard this message.*

HIPAA training continues through May 30. All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

### **Last #4Mind4Body Lunch and Learn – May 29 (state only)**

ParTNers for Health has teamed up with the Department of Mental Health and Substance Abuse Services to offer the #4Mind4Body lunch and learn (L&L) series to state employees during Mental Health Awareness Month. There is one more #4Mind4Body presentation left in the series.

The final L&L covers virtual visits and participants can learn how to find a provider, make an appointment and engage in a virtual visit from the comfort of their own home.

Pre-registration is not required. You can join in-person or [log in for the webinar](#). More information is on the ParTNers for Health website, [under Other Benefits, EAP](#).

### **#4Mind4Body Lunch and Learn - Virtual Visits**

Wednesday, May 29, 11:30 a.m. to 12:30 p.m. Central time  
Tennessee Tower, 3rd floor, rooms A&C, or [log in to the webinar](#)

**Description:** Virtual visits are an outpatient mental health treatment option that uses secure technology to deliver EAP, evaluation, therapy, medication management, information and education at a distance in real time. Learn how to find a provider, make an appointment, and engage in a virtual visit with a licensed provider in the comfort of your home. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

### **Edison Down for Maintenance**

Edison will be down this Sunday, May 19 from 6 a.m.-10 p.m. CT for standard maintenance. During this time, Edison will be unavailable.

Attachment: 2019 LE HIPAA Training Instructions

The 2019 HIPAA Annual training will open in Edison for Local Education on May 1<sup>st</sup>. As you know, all ABCs, backups, or directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from May 1<sup>st</sup> to May 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80** percent otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

May 24, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**Your 2019 HIPAA Training Deadline is Next Week! (local ed only)**

**If you have already completed your 2019 HIPAA training, please disregard this message.**

**Your HIPAA training deadline is May 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

**Last #4Mind4Body Lunch and Learn – Wednesday, May 29 (state only)**

ParTNers for Health has teamed up with the Department of Mental Health and Substance Abuse Services to offer the #4Mind4Body lunch and learn (L&L) series to state employees during Mental Health Awareness Month. There is one more #4Mind4Body presentation left in the series.

The final L&L covers virtual visits and participants can learn how to find a provider, make an appointment and engage in a virtual visit from the comfort of their own home.

Pre-registration is not required. You can join in-person or [log in for the webinar](#). More information is on the ParTNers for Health website, [under Other Benefits, EAP](#).

**#4Mind4Body Lunch and Learn - Virtual Visits**

Wednesday, May 29, 11:30 a.m. to 12:30 p.m. CT

Tennessee Tower, 3rd floor, rooms A&C, or [log in to the webinar](#)

**Description:** Virtual visits are an outpatient mental health treatment option that uses secure technology to deliver EAP, evaluation, therapy, medication management, information and education at a distance in real time. Learn how to find a provider, make an appointment, and engage in a virtual visit with a licensed provider in the comfort of your home. A representative from Optum, the State's EAP and Behavioral Health provider, will also outline state employee benefits and answer any questions.

**State Offices and Benefits Administration (BA) – Closed, Monday, May 27**

State offices and the BA service center will be closed Monday, May 27 for the Memorial Day holiday. We hope you have a safe and wonderful holiday weekend!

Attachment: 2019 LE HIPAA Training Instructions

The 2019 HIPAA Annual training will open in Edison for Local Education on May 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from May 1<sup>st</sup> to May 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

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Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80 percent** otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

May 31, 2019

*The following email was sent to agency benefits coordinators (ABCs) today.*

**HIPAA Training (local gov only)**

**Your HIPAA training will run from June 1 to June 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful video about the training is also included.

**Email Address Verification Request Deadline (local ed only)**

**For primary ABCs:** The deadline for local education agencies to submit the template with your employee names, Edison IDs or social security numbers (SSN) and correct email addresses is today May 31, unless you have contacted Benefits Administration and asked for an extension.

We sent a reminder email on May 29 to a few agencies that had not yet responded. If you have any questions about this request or need an extension, please send an email to [benefits.administration@tn.gov](mailto:benefits.administration@tn.gov).

Thank you for working with us to make sure we have the correct email addresses for your employees. This helps us supplement our other communications with email and relay important insurance-related information to your employees.

**Security Audit (local gov only)**

**If your agency has completed your required security audit, please disregard this message.**

The deadline for local government agencies to complete their security audit is Friday, June 7. If you have not yet completed your security audit, please do so right away.

**Higher Education and State ABCs**

We don't have any information to relay to you this week. We hope you have a great weekend!

Attachment: 2019 LG HIPAA Training Instructions

The 2019 HIPAA Annual training will open in Edison for Local Government on June 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from June 1<sup>st</sup> to June 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80 percent** otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

June 7, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

**ABC Conference Call Next Week**

June ABC conference calls will take place next week!

**Higher Ed – Tuesday, June 11 at 8:30 a.m. Central time**

**Local Ed – Tuesday, June 11 at 10 a.m. Central time**

**Central State – Tuesday, June 11 at 12:30 p.m. Central time**

**Local Government – Tuesday, June 11 at 2 p.m. Central time**

Webinar login instructions are included on the **attached** agenda.

**HIPAA Training (local gov only)**

**If you have completed your HIPAA training, please disregard this message.**

**Your HIPAA training will run from now through June 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful training video is also included.

**Security Audit (local gov only)**

**If your agency has completed your required security audit, please disregard this message.**

**Primary ABCs:** The deadline for local government agencies to complete their security audit is today, Friday, June 7. You would have received an email with instructions. If you have not yet completed your security audit, please do so right away.

Attachment: 2019 LG HIPAA Training Instructions

The 2019 HIPAA Annual training will open in Edison for Local Government on June 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from June 1<sup>st</sup> to June 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80 percent** otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

June 14, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

### **June Conference Call Notes**

The combined notes from the June 11 ABC conference calls are **attached**.

### **2020 Annual Enrollment Dates**

Here are the 2020 Annual Enrollment dates:

- **State and higher education active employees:** **September 30** through October 11, ending at 4:30 p.m. Central.
- **Local education, local government and all retirees:** **September 30** through October 25, ending at 4:30 p.m. Central.

### **ABC Regional Training**

Next Tuesday, June 18, we will send information and registration links for the in-person ABC Regional Trainings to all primary and back up ABCs. The locations, dates and times are found in this month's ABC call notes (attached with today's email). Watch your email for more information!

### **HIPAA Training (local gov only)**

**If you have completed your HIPAA training, please disregard this message.**

**Your HIPAA training will run from now through June 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful training video is also included.

### **Tennessee Employee Discount Program and Flier (state only)**

The State of Tennessee Employee Discount Program exists to offer state employees discounts on products and services from various vendors in order to express appreciation for the valued service state employees provide Tennessee citizens. The discount program features over eighty (80) vendors offering value added savings in the following categories:

- Attractions and Entertainment
- Online Shopping
- Products and Services
- Recreational Facilities
- Technology

DOHR is excited to announce that the discount page has now transitioned to [TeamTN](#) with a new user-friendly format! All retirees can access the discount page through the [TCRS](#) website.

We hope you take advantage of the wonderful discounts offered through the Tennessee Employee Discount Program! You can contact the DOHR – Employee Relations Division at 615-741-0623 for any questions.

**Attached** is a flier you can send to your employees.

### **Social Media (higher ed, local ed and local gov)**

As mentioned during this week's ABC call, we invite you and our members to follow us on the social media sites listed below. It is another way to get important plan and benefits information and changes throughout the year.

**\*\* Share the information below with members \*\***

In addition to the information we directly share with you, or that you may receive by mail or email, [ParTNers for Health](#) also has social media sites that you can follow for important benefits and program information.

We invite you to follow us on the sites below:

#### **ParTNers for Health**

- Facebook - <https://www.facebook.com/ParTNersForHealthTN>
- Twitter - <https://mobile.twitter.com/ParTNERHealthTN>
- Instagram - <https://www.instagram.com/ParTNersForHealth/>
- Pinterest - <https://www.pinterest.com/ParTNers4Health/>
- YouTube - <https://www.youtube.com/user/partnersforhealthtn>

### **Social Media (state)**

As mentioned during this week's ABC call, we invite you and our members to follow us on the social media sites listed below. It is another way to get important plan and benefits information and changes throughout the year.

**\*\* Share the information below with members \*\***

In addition to the information we directly share with you, or that you may receive by mail or email, [ParTNers for Health](#) also has social media sites that you can follow for important benefits and program information.

We invite you to follow us on the sites below:

#### **ParTNers for Health**

- Facebook - <https://www.facebook.com/ParTNersForHealthTN>
- Twitter - <https://mobile.twitter.com/ParTNERHealthTN>
- Instagram - <https://www.instagram.com/ParTNersForHealth/>
- Pinterest - <https://www.pinterest.com/ParTNers4Health/>
- YouTube - <https://www.youtube.com/user/partnersforhealthtn>

You can also follow us on **Working for a Healthier Tennessee (WFHT)** social media sites. WFHT is the workplace wellness program for State of Tennessee employees:

- Facebook - <https://www.facebook.com/WFHTN/>
- Twitter - <https://twitter.com/WFHTN>
- Instagram - <https://www.instagram.com/workingforahealthiertn/>
- YouTube - <https://www.youtube.com/user/TNSiteChampions>

Attachments: Local Gov HIPAA Training Instructions  
State Discount Program Flier  
Medicare Eligible Letter

The 2019 HIPAA Annual training will open in Edison for Local Government on June 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from June 1<sup>st</sup> to June 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

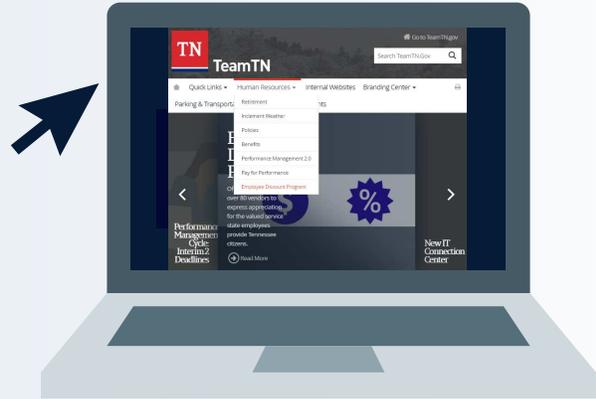
Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80 percent** otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

# Tennessee Employee Discount Program



Visit: [www.teamtn.gov](http://www.teamtn.gov)  
Click > Human Resources  
Employee Discount Program

VALUE ADDED  
DISCOUNTS  
OFFERED BY  
**OVER 80**  
VENDORS!

The State of Tennessee Employee Discount Program exists to offer state employees discounts on products and services from various vendors in order to express appreciation for the valued service state employees provide Tennessee citizens.



*While every effort will be made to ensure the information provided is accurate and reliable, the State is not responsible for conducting investigations of the offers contained in the links provided and neither endorses nor recommends any of the attractions, recreational facilities, products, services, or entertainment and sporting events. The State of Tennessee assumes no obligations for arrangements based on the discounts listed, as all arrangements are between the state employee, as a consumer, and the vendor. Anything purchased with a discount from the online bulletin board is the sole responsibility of the individual state employee.*



# State of Tennessee Group Insurance Program

Department of Finance and Administration • Benefits Administration  
Suite 1900 WRS Tennessee Tower • 312 Rosa L. Parks Avenue • Nashville, TN 37243  
Phone: 800.253.9981 • [www.tn.gov/finance](http://www.tn.gov/finance)

---

DATE

NAME  
ADDRESS  
CITY, ST ZIP

RE: Medicare  
Emplid: XXXXXXXX

Dear NAME,

According to our records, you turn 65 in MONTH YEAR. This means you will soon be eligible for Medicare. Here is a general description of Medicare services:

- Part A – (Hospital Insurance) covers hospital, skilled nursing facility, home health and hospice care
- Part B – (Medical Insurance) covers doctors' services, preventive care, durable medical equipment, hospital outpatient services, lab tests, x-rays, mental health care, home health and ambulance services
- Part C – (Medicare Advantage Plans) offered by private companies that contract with Medicare to provide all Part A and Part B benefits
- Part D – (Prescription Drugs) provided through private companies that contract with the government

If you continue to work and are covered by one of the State health insurance plans or are covered by a creditable health plan through your spouse's employer, you may want to consider delaying enrollment in Medicare Part A, Part B and Part D.

Medicare considers the State's health insurance plans as 'creditable'. This means if you delay enrollment until you terminate employment, Medicare will not assess a penalty for late enrollment. When you do enroll in Medicare, you may be asked by Medicare to provide proof you were enrolled in a health insurance plan through your employer.

When you have creditable coverage, delaying the start of your Medicare benefits can save you money. You would not have to pay the additional monthly premium cost for Medicare Part B. You would also save the premium amount for any Part D plan you might select.

If you choose to enroll in Medicare while still covered under the State health insurance plan, your State plan is deemed 'primary'. This means that medical claims will be filed with the State plan first for payment to the provider. Medicare would then be the secondary payer.

Please be aware that if you are enrolled in the State's CDHP plan and you enroll in ANY part of Medicare (Part A, Part B or Part D), you may no longer be eligible to have contributions made to your health savings account (HSA). Go to [IRS.gov](http://IRS.gov) to learn more.

If you plan to retire or end your employment this year, you will need to make enrollment decisions about Part A, Part B, Part D and a Medicare supplement plan. Benefits Administration and the State Health Insurance Assistance Program (TN SHIP) can help you with the decision-making process. TN SHIP offers free, non-biased Medicare options counseling that can help you understand the often-confusing Medicare insurance choices. Benefits Administration can help you with questions regarding your eligibility to enroll in The Tennessee Plan (our supplemental medical insurance for retirees with Medicare) and other questions you may have about retirement insurance.

To contact Benefits Administration, please call 1-800-253-9981 Monday-Friday, 8-4:30 Central Time.  
To contact TN SHIP, please call 1-877-801-0044 Monday-Friday, 8-5 Central Time.

We look forward to helping you.

Benefits Administration does not support any practice that excludes participation in programs or denies the benefits of such programs on the basis of race, color, national origin, sex, age or disability in its health programs and activities. If you have a complaint regarding discrimination, please call 1.866.576.0029.

If you speak a language other than English, help in your language is available for free. This tells you how to get help in a language other than English.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-866-576-0029 (TTY: 1-800-848-0298).

1: وال بكم ال صم هاتف -800-848-0298). 1. ب رقم اتف صل ب الامجان لك تف توافر ال لغوية المساعدة خدمات ان ف ال لغة، انكر تف تحدث ك نت اذا: ملحوظة -576-0029- رقم 866

June 21, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

### **ABC Regional Training**

On Tuesday, June 18, Benefits Administration sent emails with registration links to all back-up and primary ABCs about the upcoming ABC regional trainings that will take place in August. We encourage you to sign up for a location near you. The trainings are not required, but highly recommended.

In case you missed the email, we will send additional emails with registration links June 25, July 9 and July 18.

### **Updated Vendor Contact List**

**Attached** is an **updated** vendor contact list for you to use for benefits fairs and materials. Specifically, the Optum contact for benefits fairs and materials has changed.

**State and Higher Education:** Darlene Russo with PayFlex is also available to help with your FSA related questions in addition to HSA questions. This is noted on the vendor contact list.

### **Pre-employment ABC Document Updated (state only)**

The pre-employment benefits letter you can share with your new hires has been updated to include information and links to the weekly New Employee Orientation offered every Monday from 1-3 p.m. Central.

You can personalize the Word document for your new hires. It is [found on the ParTNers for Health website on the ABC webpage under State Plan](#), titled **Pre-Enrollment Benefits Information**.

### **Don't Forget Your HIPAA Training (local gov only)**

**If you have completed your HIPAA training, please disregard this message.**

**The deadline to complete HIPAA training is June 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training. A link to a helpful training video is also included.

### **July Preferred Drug List (PDL)**

**Attached** is the July 2019 State of Tennessee Preferred Drug List (PDL). As with each quarterly formulary update, Caremark will mail notification letters to members who are affected by tier changes or drug exclusions. There were 254 members who filled for an impacted drug in the past four months.

Shown below are drugs being added, removed or moved from tier 2 (preferred) to tier 3 (nonpreferred). Please encourage employees to use the state's specific webpage at [info.caremark.com/stateoftn](http://info.caremark.com/stateoftn) to view the most current version of the drug list, as well as to review their prescription drug benefit information, request mail service orders and research drug information.

**CVS/CAREMARK HAS MADE THE FOLLOWING CHANGES TO THE PREFERRED DRUG LIST (“PDL” OR FORMULARY) AS OF July 1, 2019:**

<b>Drugs being added to the PDL July 1, 2019, are as follows:</b>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Aristada initio	Schizophrenia
Dexcom continuous glucose monitoring system	Diabetes testing
Freestyle Libre continuous glucose monitoring system	Diabetes testing
Neulasta injection	Cancer
Nivestym injection	Cancer
Symfi tablet	HIV
Udenyca injection	Cancer
Cimduo tablet	HIV
Eylea vial	Macular degeneration, edema and diabetic retinopathy
Lucentis solution	Macular degeneration, edema and diabetic retinopathy
Neulasta onp kit	Cancer
Symfi lo tablet	HIV
Taytulla	Oral contraceptive
<b>Drugs changing from Preferred (Tier 2) to Non-Preferred status (Tier 3) that will have a higher copay starting July 1, 2019, are as follows:</b>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Cialis tablet	Erectile dysfunction
Rapaflo cap	Benign prostate hyperplasia
Canasa sup	Ulcerative proctitis
<b>Drugs being deleted from the PDL July 1, 2019, are as follows:</b>	
<b><u>Drug name</u></b>	<b><u>Indication</u></b>
Astagraf XL capsule	anti-rejection drug for kidney transplant
Baraclude tablet	Hepatitis B
Cellcept capsule	anti-rejection drug for organ transplant
Cellcept IV inj	anti-rejection drug for organ transplant
Cellcept suspension	anti-rejection drug for organ transplant
Cellcept tablet	anti-rejection drug for organ transplant
Envarsus XR	anti-rejection drug for kidney transplant
Epivir HBV solution	HIV
Epivir HBV tablet	HIV
Fulphila	Chemotherapy
Granix syn	Bone marrow supplement
Hepsera tablet	Hepatitis B
Myfortic tablet	anti-rejection drug for organ transplant
Rapamune solution	anti-rejection drug for kidney transplant
Rapamune tablet	anti-rejection drug for kidney transplant
Vemlidy tablet	Hepatitis B

Zarxio injection	Chemotherapy
Zortress tablet	Cancer or anti-rejection after organ transplant

### **2020 Annual Enrollment Dates**

Here are the 2020 Annual Enrollment dates:

- **State and higher education active employees:** September 30 through October 11, ending at 4:30 p.m. Central.
- **Local education, local government and all retirees:** September 30 through October 25, ending at 4:30 p.m. Central.

### **Edison Down for Maintenance**

Edison will be down for maintenance this Sunday, June 23, from 6 a.m.-10 p.m. Central time.

Attachments: 2019 Vendor Contact List  
Local Gov HIPAA Training Instructions

## Vendor Contact List for ABCs – Benefits Fairs/Materials

<b>Health</b>		
<b>BlueCross BlueShield of Tennessee</b>		
Amy Jordan	(423) 535-5788	<a href="mailto:Amy_Jordan@bcbst.com">Amy_Jordan@bcbst.com</a>
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets/materials	(615) 595-3134	<a href="mailto:Celeste.sims@cigna.com">Celeste.sims@cigna.com</a>
<b>Health Savings Account (HSA) (and FSAs for State and Higher Education)</b>		
<b>PayFlex</b>		
Jo Montgomery – benefits fairs	(860) 273-0545	<a href="mailto:montgomeryj@payflex.com">montgomeryj@payflex.com</a>
Darlene Russo – ABC HSA questions plus ABC FSA questions (state and HE only)	(860) 273-5413	<a href="mailto:stateoftennessee@payflex.com">stateoftennessee@payflex.com</a>
<b>Dental</b>		
<b>Cigna</b>		
Deb Williams – East TN	(860) 902-2815	<a href="mailto:Deborah.Williams@Cigna.com">Deborah.Williams@Cigna.com</a>
Cindy Sexton – Middle TN	(615) 595-3389	<a href="mailto:Cynthia.Sexton@Cigna.com">Cynthia.Sexton@Cigna.com</a>
Sherita Anderson – West TN	(901) 748-4108	<a href="mailto:Sherita.Anderson@Cigna.com">Sherita.Anderson@Cigna.com</a>
Celeste Sims – packets and materials	(615) 595-3134	<a href="mailto:Celeste.sims@Cigna.com">Celeste.sims@Cigna.com</a>
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>
<b>Wellness Program</b>		
<b>ActiveHealth Management</b>		
Matt Berte	(212) 479-0483	<a href="mailto:mberte@activehealth.net">mberte@activehealth.net</a>
<b>Employee Assistance Program (EAP)/Behavioral Health</b>		
<b>Optum</b>		
Vanessa Clark	(763) 321-2530	<a href="mailto:Vanessa.clark@optum.com">Vanessa.clark@optum.com</a>
<b>Group Term Life Insurance</b>		
<b>Securian Financial (Minnesota Life)</b>		
Michael Kretman	(651) 665-3935 (651) 665-4128	<a href="mailto:benefitfairs@securian.com">benefitfairs@securian.com</a>
<b>Vision</b>		
<b>Davis Vision</b>		
Larry Sheehan (benefits fairs/materials)	(508) 813-4211	<a href="mailto:lsheehan@davisvision.com">lsheehan@davisvision.com</a>
Jay Storey (benefits fairs/materials)	(315) 884-0479	<a href="mailto:jstorey@davisvision.com">jstorey@davisvision.com</a>
<b>Disability (state and higher education)</b>		
<b>MetLife</b>		
Julie Salomone	(770) 407-2495 (fax number)	<a href="mailto:StateofTennessee@metlife.com">StateofTennessee@metlife.com</a>

The 2019 HIPAA Annual training will open in Edison for Local Government on June 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from June 1<sup>st</sup> to June 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

For further instructions on accessing HIPAA Annual training, please **click the link below to watch a video** (found on YouTube channel) or follow instructions below.

<https://www.youtube.com/watch?v=crMCBzo9vIk>

### **HIPAA Annual Training Instructions**

Make sure you have the most current version of Internet Explorer and Adobe Flash. You must allow pop-ups. If you do not have the most current versions or don't allow pop-ups the training will NOT run. Verify with your agency's IT department that you have current versions. If you are having difficulty accessing the training in Edison, please submit a Zendesk ticket to the BA training department to request assistance.

Edison will record every year you have completed the course. The course takes approximately 30 minutes to complete. There is a 10 question quiz at the end of the course. You must make at least an **80 percent** otherwise you will be required to take the quiz again.

**ALL AGENCIES will take the ABC\_HIPAA\_2019 class.**

Here is the navigation after you log in to Edison at [www.edison.tn.gov](http://www.edison.tn.gov):

**NAV BAR >Navigator>ELM>Learning Home>Search for Learning type HIPAA > Annual HIPAA Training (HIPAA 2000)> ABC\_HIPAA\_2019**

June 28, 2019

***The following email was sent to agency benefits coordinators (ABCs) today.***

### **Annual Enrollment ABC Weekly Call Schedule**

**Attached** is the ABC call schedule that shows the call schedule from August through the end of the year.

We will have our regular monthly July ABC calls, but the August ABC monthly calls will be canceled due to the regional ABC trainings. Here are July ABC call dates:

**Higher Ed – Tuesday, July 9 at 8:30 a.m. Central time**

**Local Ed – Tuesday, July 9 at 10 a.m. Central time**

**Central State – Tuesday, July 9 at 12:30 p.m. Central time**

**Local Government – Tuesday, July 9 at 2 p.m. Central time**

We'll send another call reminder next week along with the call agenda and webinar link.

### **ABC Regional Training**

We have sent emails with registration links to all back-up and primary ABCs about the upcoming ABC regional trainings taking place in August. We encourage you to sign up for a location near you. The trainings are not required, but highly recommended.

In case you missed the emails, we will send additional registration emails July 9 and July 18.

### **HIPAA Training Deadline – June 30 (local gov only)**

**If you have completed your HIPAA training, please disregard this message.**

**The deadline to complete HIPAA training is June 30.** All ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with BA.

**Attached** is information on how to log in and complete the training.

### **Annual Enrollment Dates**

Here are the Annual Enrollment period dates:

#### **State and higher education:**

- **State and higher education active employees:** September 30 through October 11, ending at 4:30 p.m. Central.
  - **Retirees:** September 30 through October 25, ending at 4:30 p.m. Central.

**Local education, local government and retirees:** September 30 through October 25, ending at 4:30 p.m. Central.

### **State Offices and Benefits Administration (BA) Closed July 4**

State offices and the BA service center will be closed Thursday, July 4 for the Independence Day holiday. We hope you have a great weekend and holiday week!

**Note: We will send an ABC email next week.**

Attachments: Aug-Dec ABC Call Schedule  
Local Gov HIPAA Training Instructions



<b>2019 Aug. – Dec. ABC Conference Call Schedule</b>	
<b>Tuesday, August 13 – Canceled due to ABC Regional Trainings</b>	
Higher Education	Tuesday, August 13 at 8:30 a.m. Central
Local Education	Tuesday, August 13 at 10:00 a.m. Central
Central State	Tuesday, August 13 at 12:30 p.m. Central
Local Government	Tuesday, August 13 at 2:00 p.m. Central
<b>Annual Enrollment weekly calls will begin September 10</b>	
<b>Tuesday, September 10</b>	
Higher Education	Tuesday, September 10 at 8:30 a.m. Central
Local Education	Tuesday, September 10 at 10:00 a.m. Central
Central State	Tuesday, September 10 at 12:30 p.m. Central
Local Government	Tuesday, September 10 at 2:00 p.m. Central
<b>Tuesday, September 17</b>	
Higher Education	Tuesday, September 17 at 8:30 a.m. Central
Local Education	Tuesday, September 17 at 10:00 a.m. Central
Central State	Tuesday, September 17 at 12:30 p.m. Central
Local Government	Tuesday, September 17 at 2:00 p.m. Central
<b>Tuesday, September 24</b>	
Higher Education	Tuesday, September 24 at 8:30 a.m. Central
Local Education	Tuesday, September 24 at 10:00 a.m. Central
Central State	Tuesday, September 24 at 12:30 p.m. Central
Local Government	Tuesday, September 24 at 2:00 p.m. Central
<b>Tuesday, October 1</b>	
Higher Education	Tuesday, October 1 at 8:30 a.m. Central
Local Education	Tuesday, October 1 at 10:00 a.m. Central
Central State	Tuesday, October 1 at 12:30 p.m. Central
Local Government	Tuesday, October 1 at 2:00 p.m. Central
<b>Tuesday, October 8</b>	
Higher Education	Tuesday, October 8 at 8:30 a.m. Central
Local Education	Tuesday, October 8 at 10:00 a.m. Central
Central State	Tuesday, October 8 at 12:30 p.m. Central
Local Government	Tuesday, October 8 at 2:00 p.m. Central
<b>Tuesday, October 15</b>	
Higher Education	Tuesday, October 15 at 8:30 a.m. Central
Local Education	Tuesday, October 15 at 10:00 a.m. Central
Central State	Tuesday, October 15 at 12:30 p.m. Central
Local Government	Tuesday, October 15 at 2:00 p.m. Central
<b>Tuesday, October 22 (Local Education and Local Government only)</b>	
Local Education	Tuesday, October 22 at 10:00 a.m. Central
Local Government	Tuesday, October 22 at 2:00 p.m. Central
<b>Tuesday, October 29 (Local Education and Local Government only)</b>	
Local Education	Tuesday, October 29 at 10:00 a.m. Central
Local Government	Tuesday, October 29 at 2:00 p.m. Central
<b>Tuesday, November 5 (Local Education and Local Government only)</b>	
Local Education	Tuesday, November 5 at 10:00 a.m. Central
Local Government	Tuesday, November 5 at 2:00 p.m. Central
<b>Monthly ABC Conference Calls Resume</b>	
<b>Tuesday, November 12</b>	
Higher Education	Tuesday, November 12 at 8:30 a.m. Central
Local Education	Tuesday, November 12 at 10:00 a.m. Central
Central State	Tuesday, November 12 at 12:30 p.m. Central
Local Government	Tuesday, November 12 at 2:00 p.m. Central
<b>Tuesday, December 10</b>	
Higher Education	Tuesday, December 10 at 8:30 a.m. Central
Local Education	Tuesday, December 10 at 10:00 a.m. Central
Central State	Tuesday, December 10 at 12:30 p.m. Central
Local Government	Tuesday, December 10 at 2:00 p.m. Central

The 2019 HIPAA Annual training will open in Edison for Local Government on June 1<sup>st</sup>. As you know, all ABCs, backups and directors who have access to Edison are required to complete this training each year as a part of your agreement with Benefits Administration (BA). Our 2019 training is online in Edison and instructions for how to enroll are below. We have changed our process to ensure that everyone gets the required training in a timely manner. **You have from June 1<sup>st</sup> to June 30<sup>th</sup> to complete the class.** You must complete the annual HIPAA training every calendar year. Even if you completed the 2018 training in 2019, you must still take the 2019 HIPAA training. Failure to comply with mandatory training requirements may result in suspension of insurance benefits access. Training requirements will not be waived unless approved in advance by the BA HIPAA Compliance Officer.

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