

FAQs and Instructions for LA County 2021 Countywide Fitness Challenge (CFC) Virtual Edition

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About Rewards

Q: Who is eligible for the Countywide 2021 Virtual CFC Incentives?

The wellness reward incentives are only available for County employees enrolled as a direct subscriber in a County-sponsored medical plan, while supplies last between **7/21/2021 and 12/31/2021** (see next question for steps).

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In accordance with applicable tax law, all gift cards you receive will be reported by the County as taxable wages on your W-2, and applicable payroll taxes will be withheld from your regular pay.

Q: What do I need to do to be eligible to receive up to \$100 in reward cards?

- 1. Visit the Employee Wellness Portal at <u>LACountyGetsFit.com</u> and create an account. If you have already created an account, then skip to step 2.
- 2. Between July 21 and October 15, 2021, listen to four hours (=240 credits) of wellness webinars to earn one \$50 reward card.
- **3.** Between October 16 and December 31, 2021, listen to four hours (=240 credits) of wellness webinars to earn one \$50 reward card.
- **4.** Up to two reward cards (\$100 total value) are available for employees who participate in wellness webinars.
- 5. Hurry! Rewards are only available while supplies last. Find the complete rules on the Wellness Tutorial page in the Employee Wellness Portal at <u>LACountyGetsFit.com</u>.

Q: How will I receive my reward card?

Qualifying participants will be notified via email of their reward card*. The reward notification will be sent to the email address you entered when you created an account at <u>LACountyGetsFit.com</u>. The email will be from **"County of Los Angeles"** and the subject will be **"Your 2021 Wellness Incentive Reward".** An example of the reward email notification can be found on the following page.

The reward email notification will contain a redemption code/link with instructions on how to redeem your reward online by choosing from a catalog of more than 100 e-gift cards from the reward site. Or if you prefer, you can choose to donate the value of your reward to a number of non-profit organizations. Please be sure to check your spam/junk folder as the reward notification may be delivered there instead of your inbox.

*Please allow 2 to 8 weeks <u>after</u> qualifying for the reward to receive the reward email notification.

Q: I completed 4 hours of online content. When will I receive my reward card?

Rewards are processed and distributed on a monthly cycle (normally at the end of the month) after your account at <u>LACountyGetsFit.com</u> is verified and your health insurance carrier has verified your eligibility. Verification from your carrier may not occur in the same month as your completion of the requirements. Therefore, it may take several monthly cycles to verify eligibility before the reward is distributed to you via email.



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Virtual CFC Reward Email Notification Example



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How to Create a Wellness Portal Account and Earn Rewards

Creating a wellness portal account gives consent for you to receive the CFC, Virtual Edition wellness incentive reward. The wellness portal is HIPAA-compliant and encrypted with the same Transport Layer Security protocol as most financial and investment institutions, so your data is extremely safe. Data is stored in a secure center used by banks, credit unions, hospitals, and health care systems across the United States.

NOTE: If you have already created an account, you do not need to create another one.

Los Angeles County Human Resources O you want to ear 11780 **EMPLOYEE WELLNESS PORTAL** I am not a Robo Not Yet Registered? Enter your First Name and Last Name. First Name Click the dropdown arrow to select Department. Last Name Click the dropdown arrow to select E or C, then enter your Employee ID. Department Ŧ /ee ID Enter your email in this field. Ε 🔻 Enter your email again in this field. Email Select Yes to Earn Rewards. Confirm Email Do you want to earn rewards for your wellness efforts? Yes No Type in the code shown on your screen, then check the box "I am not a Robot". Click the Continue button when it is Type the code from th. displayed. 🗌 I am not a Robot

Step 1 - Go to <u>LACountyGetsFit.com</u> to begin registration.





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Step 2 - Continue Registration



The information being requested is required to confirm eligibility and for tax purposes. It will be kept secure.

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Step 3 - Create Account Credentials



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How to Create a Wellness Portal Account and Opt Out of Rewards

BY USING THIS REGISTRATION METHOD, YOU <u>WILL NOT</u> BE ELIGIBLE TO EARN CFC, VIRTUAL EDITION WELLNESS REWARDS. If you do not want to share the required personal information for reward eligibility when creating an account, you can register using the method below. If you change your mind, you can update your personal information at a later date to become eligible for the reward.

Step 1 - Go to LACountyGetsFit.com to begin registration.

Los Argenes Human Resources	Alveady registrared? Click the legis busine
EMPLOYEE WELLNESS PORTAL	Not Yet Registered? Pathenel Carterian Depathenel Depathenel
Not Yet Registered?	Enter your First Name and Last Name.
First Name	Click the dropdown arrow to select Department.
Last Name	Click the dropdown arrow to select E or C, then enter your Employee ID.
	Enter your email in this field.
Email	Enter your email again in this field.
Confirm Email	Select No to Opt Out of Rewards.
Do you want to earn rewards for your wellness efforts?	Type in the code shown on your screen, then check the box "I am not a Robot". Click the Continue button when it is displayed.
🗌 I am not a Robot	







Step 2 - Create Account Credentials







How to Register to Attend Live Webinars

To register to attend a live webinar, follow the instructions below.

Step 1 - Log in to your wellness portal

• Click the yellow Login button at <u>LACountyGetsFit.com</u>.



• Enter your username and password in the appropriate field and click the blue **Login** button.

New User?			
Register Here			
Log into your accou	int	F-tt	
Username		Enter your U	isername in this held
Password		Enter your F	assword in this field
Password		Enter your P	assword in this fie





Step 2 - Go to Wellness Education

• Click the Wellness Education icon to view the list of live webinars.

🚮 Home 🄺 My Apps	My Contacts	Welcome Cola Logout	C	?
Wellness Wellness Control Contro Control	My Wellness Plan Wellness Education			

• Webinars are listed by category (Active Fitness, Body/Physical, Financial, Mental/Self-Care, and Nutrition/Food). Click **Expand All** to view the list of webinars in each category.

🔞 Home 🔺 My A	pps My Contacts 🔍 Admin & Reports		Welcome Co Logo	ola 談 ?
Wellness Tutorial Wellr Activ	ress My Wellness Plan			
Wellness Ce	nter			
		(Expand All C)	lapse All
Active Fitr	ness			
Sody/Phy Body/Phy	Active Fitness			
Financial	CATEGORY	TYPE	DUE DATE	AVAILABLE CREDITS
	6/30 - Guided Mindful Approach to Walking - 30 credits (Live)	Recommended	6/30/2021	0
wiental/s	8/25 - Guided Daily Microbreak Stretches At Your Desk - 30 Credits (Live)	Recommended	8/25/2021	0
	9/22 - Guided Chair Yoga and Breathing Exercises - 30 credits (Live)	Recommended	9/22/2021	0
	Body/Physical			
	CATEGORY	TYPE	DUE DATE	AVAILABLE CREDITS
	<u>11/18 - Managing Diabetes-Understanding What Makes Blood Sugar Go</u> <u>Up</u> and Down - 60 credits (<u>Live</u>)	Recommended	11/18/2021	0
	7/07 - Colorectal Cancer Awareness - 60 credits (Live)	Recommended	7/7/2021	0





Step 3 - Select the webinar

• Click on the title to read the description and register to attend. The webinar date will be listed just before the webinar title.

Financial					
CATEGORY	ТҮРЕ	DUE DATE			
<u>10/14 - Don't Let that Degree Cost More Than Your Home - 60 credits</u> (<u>Live)</u> · · · · · · · · · · · · · · · · · · ·	Recommended	10/14/2021			
<u> 10/26 - Raising Money-Savvy Kids - 60 credits (Live)</u>	Recommended	10/26/2021			
<u>11/04 - Stop Doing the Credit Card Shuffle-Eliminating Debt - 60 credits</u> (Live)	Recommended	11/4/2021			

• Click the **Start Course** button. Please note that "Start Course" leads to registration. Once registered, you must take the additional step of joining the webinar at the time it is offered.

10/14 - Don't Let that Degr	ree Cost More Than Your Home - 60 credits (Live)	<u>Help</u>
Note: Using the browser forward/ buttons in the bottom right of eac	back buttons will not save your progress, so they have been disabled. Please use the gray is byte Back/Next h page of the course to navigate. <u>Click here</u> here for more help navigating the course.	
Table of Contents	Exit Course Start Course	
• Webinar Registration	Going to college can be very expensive. You may not need to spend as much as you think. Do your research before stepping foot in the classroom to find money to help pay for your degree. Thu, Oct 14, 2021 12:00 PM - 1:00 PM PDT	
	To register for the live webinar, press the blue	
	Start Course button above.	
	Io return to the previous page, press the gray "Exit" button.	
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• Click on the link "Click here to register for the webinar."

10/14 - Don't Let that Degree Cost More Than Your Home - 60 credits (Live)	<u>Help</u>
Menu Webinar Registration	Save & Exit Section
Click here to register for the webinar	
A confirmation email with attendee link to join the webinar will be sent to you.	
Once you have viewed the webinar, please return to this page and press the blue "Fi Course" button below to self-report this webinar as attended.	nish
Once your attendance has been verified by the webinar host and completion has b uploaded to the portal, you will be able to see the credits earned on your Wellr Activities page under "Group Sponsored Activities".	een ness

 You will be directed to the webinar registration site. Complete the required fields. Then, click the Register button at the bottom of the page to complete your registration. You will NOT be redirected back to www.LACountyGetsFit.com; separately log back in to return.

register.gotowebinar.com/register/4	101792310887201296
	LA County - Don't Let That Degree Cost More Than Your Home
	Thu, Oct 14, 2021 12:00 PM - 1:00 PM PDT Show in My Time Zone
	Going to college can be very expensive. You may not need to spend as much as you think. Do your research before stepping foot in the classroom to find money to help pay for your degree.
	Required field First Name Last Name*
	Email Address*





Step 4 – Self-report your attendance

• <u>After</u> you have attended the live webinar, return to the webinar course page and press the blue "Finish Course" button to self-report your attendance.

10/14 -	Don't Let that Degree Cost More Than Your Home - 60 credits (Live)	Help
🗄 Menu	Webinar Registration Save	& Exit Section
	Click here to register for the webinar	
	A confirmation email with attendee link to join the webinar will be sent to you.	
	Once you have viewed the webinar, please return to this page and press the blue "Finish Course" button below to self-report this webinar as attended.	
	Once your attendance has been verified by the webinar host and completion has been uploaded to the portal, you will be able to see the credits earned on your Wellness Activities page under "Group Sponsored Activities".	
	Financial	
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• Once your attendance has been verified by the webinar host and completion has been uploaded to the portal, you will be able to view your earned credits on your **Wellness Activities** page under **Group Sponsored Activities**. You will see your earned credits and a green check mark in the status column.

Wellness Wellness Wellness Wellness Wellness Wellness Wellness Wellness Wellness Wellness Wellness Wellness					
Group Sponsored Activities					
ACTIVITIES	туре	DUE DATE	AVAILABLE CREDITS	EARNED CREDITS	STATUS
6/22 Attendance Verified: Relationships & Money (Live)	Recommended	12/31/2021	60		
6/23 Attendance Verified: Emotional Intelligence-4 Must Skill Develop your EQ (Live)	s to Recommended	12/31/2021	60	60	
Confirm Your Completion of 2021 Biometrics	Recommended	12/31/2021	1	1	V





How to Track Reward Progress & Confirm Credits

You can view the number of credits you have earned and track your progress towards earning your wellness reward on the My Wellness Plan page of the portal.

View your earned credits

• From the Wellness Tutorial page, click **My Wellness Plan**. To view your earned credits, you may need to click **Expand All**. You may also click the "Download Credit Details" link at the bottom of the page to export your earned wellness credits into a .CSV file.



You have reached the end of the FAQs and Instructions for "LA County 2021 Countywide Fitness Challenge (CFC) Virtual Edition." Thank you for your interest in the L.A. County employee wellness program.

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