



# 2025 WELLNESS PROGRAM

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**Learn About Your Wellness  
Program and Incentives.**

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## **NPG 2025 WELLNESS PROGRAM GUIDE**

Participate in your Wellness Program this year to earn a  
Medical Premium Discount in 2026.



## NEW THIS YEAR - COVERED SPOUSES

The Wellness Program impacts every employee on the NPG health insurance plan and now, covered spouses. Participation in the program will help you avoid an additional **\$360** in premium costs in 2026. Being successful in the program will help you further reduce your premium.

**PLEASE NOTE:** The incentive is contingent upon spousal completion of the program, if applicable.

## AVOID A PREMIUM SURCHARGE IN 2026

### STEP 1

**ANNUAL PHYSICAL  
WITH BIOMETRIC  
SCREENING  
DEADLINE:  
JULY 31, 2025**

Visit your Primary Care Physician (PCP) for an annual physical with lab work. Print out the **Physician Results Form** located within the Wellness Locker OR scan the QR code on the first page of the Physician Results Form with your mobile device to generate an electronic form. All metrics must be collected between **January 1, 2025 and July 31, 2025** and submitted to Wellworks by **July 31, 2025 by 11:59pm EST** to receive credit. **As a reminder, waist circumference is a required metric** and must be completed to complete this step as well as the Know Your Number Assessment (Step 2). *If you are pregnant and unable to complete a Biometric Screening, please use the Prenatal Form found in the Wellness Locker.*

Submit your completed form in **one (1)** of the following ways:

- **QR Code Submission:** Your physician will input the required metrics, sign, date, and then submit the information securely.
- **Upload to Portal:** Click the **Upload a Form** tile from the homepage or via the menu page, select **Complete a Biometric Screening** from the dropdown and upload your form to the portal. This will be securely emailed for processing. Users are limited to **one (1)** file per email.
- **Mobile App:** Take a photo of your document with your Smartphone, open the Wellworks For You Smartphone App, select **Contact Us/Send a Form** and attach the picture of your document.

### STEP 2

**COMPLETE THE KNOW  
YOUR NUMBER  
ASSESSMENT  
DEADLINE:  
JULY 31, 2025**

Complete the Know Your Number Assessment located on the Wellness Portal by selecting Know Your Number Assessment on the Homepage under the Wellbeing Desktop. Complete all questions, except for the Health Metrics section. Wellworks will upload your screening results once you complete the Annual Physical with Lab Work/Physician Results Form (see **Complete an Annual Physical with Biometric Screening Activity** above).

Once your assessment is completed in its entirety (questionnaire and health metrics), your results report will be generated and available on the Know Your Number Assessment page, as well as uploaded to the Wellness Locker under the **Health Records** section. Your participation in the assessment will also be updated at this time.

### STEP 3

#### TOBACCO ATTESTATION ON THE WELLNESS PORTAL

**DEADLINE:**  
JULY 31, 2025

Complete the **Tobacco Attestation on the Wellness Portal** by navigating to **Tobacco Attestation** under **My Next Steps** on the **Homepage**. Select **Get Started>Get Started>Confirm Your Participation>Enter Today's Date>Confirm**.



## EARN A MONTHLY MEDICAL PREMIUM DISCOUNT IN 2026

#### MEET 3 OUT OF 5 HEALTHY RANGES AND BE TOBACCO FREE OR COMPLETE ALTERNATIVE STANDARDS

**DEADLINE:**  
NOVEMBER 26, 2025

##### MEET 3/5 HEALTHY RANGES

- **Healthy Blood Pressure** - Systolic  $\leq$  130 mmHg, Diastolic  $\leq$  85 mmHg
- **Healthy Fasting Glucose** - Fasting glucose  $\leq$  100 mg
- **Healthy HDL Cholesterol** - Men  $\geq$  40 mg/dL, Women  $\geq$  50 mg/dL
- **Healthy Triglycerides** -  $\leq$  150 mg/dL
- **Healthy Waist Circumference** - Men  $\leq$  40 inches, Women  $\leq$  35 inches

Once your metrics have been entered from your annual physical, your results will be used to determine Healthy Ranges. If you **do not** meet **three (3) out of the five (5)** Healthy Ranges listed above, you must complete **three (3) Lockton Nurse Advocate Calls**.

**PLEASE NOTE:** *You cannot re-submit results if your initial measurements do not fall within healthy ranges.*

##### TOBACCO STATUS

- If you are tobacco-free, attesting your tobacco status on the Wellness Portal is all you must do to complete this activity.
- If you are a tobacco user you will have to complete the Lockton Nurse Advocate Tobacco Cessation Program, or you cannot get the discount.

YOUR STATUS	YOUR ALTERNATIVE STANDARD REQUIREMENTS
Met 3/5 Healthy Ranges & Non-Tobacco User	None
Did Not Meet 3/5 Healthy Ranges & Non-Tobacco User	Complete <b>three (3)</b> Lockton Nurse Advocate calls
Met 3/5 Healthy Ranges & Tobacco User	Complete <b>three (3)</b> Lockton Nurse Advocate calls and <b>six (6)</b> modules for the Tobacco Cessation Program
Did Not Meet 3/5 Healthy Ranges & Tobacco User	Complete <b>three (3)</b> Lockton Nurse Advocate calls and <b>six (6)</b> modules for the Tobacco Cessation Program

## LOCKTON NURSE ADVOCATE

All NPG employees are welcome to schedule calls with the Nurse Advocate as a resource in improving their health. Your Nurse Advocate is a professional licensed registered nurse, who can help you with the following:

- Understanding your health and lifestyle choices
- Discussing your risk factors and best practice medical care
- Setting health goals and providing support to help you achieve them
- Connecting with available health resources
- Providing physician referrals
- Answering your health questions

## TO SCHEDULE A SESSION WITH THE NURSE ADVOCATE, FOLLOW THE INSTRUCTIONS BELOW OR SCAN THE QR CODE:

1. Log into your **Wellness Portal** and click **3/5 Healthy Ranges OR Complete three (3) LNA Calls OR Be Tobacco Free/Cessation Program** on the Homepage
2. If you did not meet 3/5 Healthy Ranges: Select the **red Nurse Advocate Sign Up Link** under **3/5 Healthy Ranges OR Complete three (3) LNA Calls**. Choose **Required Reasonable Alternative Nurse Advocate Call from the Select Service dropdown box**.
3. If you are a tobacco user: Select the **blue Nurse Advocate Sign Up Link** under **Tobacco Free/Cessation Program**. Choose **Tobacco Cessation from the Select Service dropdown box**.
4. Choose a time and enter the required information (be sure to enter the phone number to be called at the time of the appointment)
5. Your Nurse Advocate will reach out to you on the date and time of your appointment



Scan QR code to schedule a call.

**PLEASE NOTE:** Nurse Advocate calls must be at least **two (2)** weeks apart and *each call has a **deadline***. Please see a *list of all call deadlines below*.

- **Call 1** must be completed by **September 30, 2025**
- **Call 2** must be completed by **October 31, 2025**
- **Call 3** must be completed by **November 26, 2025**

## LOCKTON NURSE ADVOCATE TOBACCO CESSATION PROGRAM

If you certify that you use tobacco, you must complete the **Lockton Nurse Advocate Tobacco Cessation Program** to be eligible for the discount. You must complete **three (3) Lockton Nurse Advocate Calls** and **six (6) modules** by **November 26, 2025** to meet this requirement.

### ELIGIBILITY - IMPORTANT! New Hire Requirements

- If you are benefit effective prior to **May 1, 2025** you have the opportunity to participate in the wellness program to avoid a premium surcharge and earn a premium discount as well.
- If you are benefit effective between **May 1, 2025** and **July 31, 2025** you will not experience the premium surcharge if you do not participate in the wellness program, however you do have the opportunity to earn the premium discount if you choose to participate.
- If you are benefit effective after **July 31, 2025** you will not experience the premium surcharge and will not be able to receive the premium discount in 2025.

# WELLNESS PORTAL

In order for your participation in the program to be tracked, eligible participants must be registered under the NPG Portal. Please follow the steps below to log into your Wellworks For You account as your account has been created for you. **In accordance with HIPAA confidentiality laws, your individual data is accessible only to you and the third-party vendor, Wellworks For You.**

## LOG INTO THE WELLNESS PORTAL

Your account has been created for you.

1. Go to [www.wellworksforyoulogin.com](http://www.wellworksforyoulogin.com)

	EMPLOYEE	SPOUSE
Username Format	Your Local Company Email Address	Employee's Email Address + S
Password Format	Birthdate in MMDDYYYY	Birthdate in MMDDYYYY
Example	UN: john.smith@npgco.com PW: 01051990	UN: john.smith@npgco.comS PW: 06081991

2. Accept the terms of the Consent Form

### \*PLEASE NOTE:

The temporary password is only for the first time you access the Wellness Portal and you will be prompted to change it upon entry. If you have accessed the Wellness Portal in the past, you should continue to use your existing password.

## FORGOT YOUR USERNAME OR PASSWORD?

1. Click the link **Forgot Username** or **Forgot Password**
2. Follow the instructions to retrieve your username or reset your password
3. If issues persist, please contact Wellworks For You at **800.425.4657**



## View your Incentive Progress

Looking for an overview of your progress to date?

- Log into your Wellness Portal ([www.wellworksforyoulogin.com](http://www.wellworksforyoulogin.com)).
- View your program status right on the homepage in the top right-hand section.
- My Progress will show completion of required program components.



**My Next Steps** 0 Tasks Remaining

- Biometric Screening: Complete this step by either attending the Onsite Biometric Screening, submitting the Physician Results Form, or utilizing a Lab Voucher. COMPLETED
- Know Your Number Assessment: Complete the assessment by selecting the Know Your Number Assessment event title from the homepage or via the main menu page. Complete all questions, except for the Health Metrics section. Wellworks will upload your screening results once you... COMPLETED

## ADDITIONAL INFORMATION

### RECOMMENDED SUBMISSION METHOD: AUTOMATIC PARTICIPATION VIA QR CODE

Our new QR Code technology instantly allows providers to submit results in real-time via a secure QR Code link.

#### Mobile App:

1. Log into your **Wellworks For You Mobile App** and go to the **Wellness Locker**.
2. Select the **Annual Physical with Biometric Screening** during your visit.
3. Choose **Complete Form Online** to access the secure QR Code link for your provider.
4. Upon submission, you will receive automatic participation credit.

#### Wellness Portal:

1. Log into your **Wellness Portal** and go to the **Wellness Locker**.
2. Print **Annual Physical with Biometric Screening** and the QR Code page.
3. Have your provider scan the QR Code from your device to complete the submission.

#### PLEASE NOTE:

QR codes are **unique** to each participant and **cannot** be shared.

If all required metrics are not available at your appointment, use the paper-based form or request your provider to submit the form online after receiving the metrics.

### SUBMIT, VIEW & DOWNLOAD DOCUMENTS FOR COMPLETION

All forms, guides, and applicable documents are located in your Wellness Portal within the Wellness Locker accessed via the Portal **MENU** or homepage section. Download and/or print PDF forms for completion. All completed documents should be submitted to the Wellworks Forms Department in one (1) of the following ways.

#### UPLOAD TO THE WELLNESS PORTAL:

Click the **Upload a Form** tile from the homepage or via the menu page select the event title from the dropdown and upload your form to the portal. Users are limited to **one (1)** file per submission.

#### UPLOAD VIA THE MOBILE APP:

Take a photo of your form using your Smartphone. Next, upload it to the the Mobile App via the **Contact Us/Send a Form** tab in the **menu**, located in the top left corner of the home screen. Select the event listed under **What event is this form for?** Users are limited to **one (1)** file per submission.



#### PLEASE NOTE:

Wellworks For You requires **at least seven (7) to ten (10) business days** for processing and participation to be updated in the Wellness Portal.

## ADDITIONAL RESOURCES

### WELLNESS LOCKER

A monthly newsletter from Wellworks, as well as all program forms and documents will be in your Wellness Portal within the **Wellness Locker** accessed via the Portal **MENU** or homepage section.

### NOTIFICATIONS INBOX

View your Wellness Program Reminders in the **Notifications Inbox** located on the right side of your Wellness Portal homepage. Click on  above the **Notifications Inbox** to view your Wellness Program Reminders in detail.

### DEVICE/APP CONNECT AND FITBIT

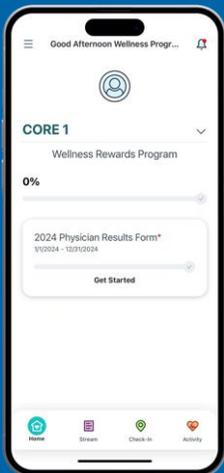
Our Wellness Portal is compatible with pedometers and tracking systems including Fitbit, Garmin, Samsung Health, Apple Health, and more! Simply sync your device on the Wellness Portal by selecting **MENU>Device/App Connect**.

### FITNESS & NUTRITION DASHBOARD

Keep track of your activity levels, nutrition habits, heart rate, sleep, and more right on the Wellness Portal! You can choose to connect your own tracking app, or input data manually to keep all of your wellness information in one place, by selecting **MENU>Fitness and Nutrition Dashboard**.

### EDUCATIONAL WEBINARS AND E-LEARNING SERIES

Complete any of the available e-Learning Series or recorded webinars under the **e-Learning** section from the homepage or via the Portal **MENU**.



## Download the Mobile App

Access your Wellness Program guide and forms, confirm participation and completion of requirements. Need to submit forms or get in touch with our wellness team? It's all streamlined through the app, ensuring you have everything you need to stay on top of your wellness goals right at your fingertips.



### CONTACT YOUR WELLNESS TEAM

All questions regarding your Wellness Program structure, status in the program, deadlines, etc. should be directed to your **Wellness Team** via your **Wellness Portal**.



### CONTACT US

Simply select **Contact Us** from the Portal homepage or Wellworks For You Mobile App. You can also call Wellworks For You at **800.425.4657**.

# THE FINE PRINT

The NPG wellness program is a voluntary wellness program available to employees and spouses enrolled in a medical plan. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program, you will be asked to complete a voluntary health risk assessment, Know Your Number, that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You will also be asked to complete an Annual Physical with Biometric Screening, which will include a lipid panel/glucose blood test and body measurements, and meet at least three (3) out of five (5) healthy ranges or complete three (3) calls with the Lockton Nurse Advocate. You will also be asked to complete a Tobacco Attestation online and, if applicable, three (3) calls and six (6) modules with the Lockton Nurse Advocate. You are not required to complete these components. However, eligible employees who choose to participate in the wellness program will avoid a \$30/month surcharge in 2026 and be eligible to earn a \$30/month discount in 2026.

If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting Wellworks For You at 800-425-4657.

The information from your results will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through the wellness program. You also are encouraged to share your results or concerns with your own doctor.

## PROTECTIONS FROM DISCLOSURE OF MEDICAL INFORMATION

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and NPG may use aggregate information it collects to design a program based on identified health risks in the workplace, Wellworks For You will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information are the Wellworks For You team in order to provide you with services under the wellness program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the wellness program will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Wellworks For You at 800-425-4657.