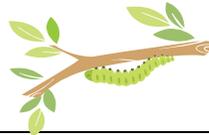




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Act Now to Get Rewarded in 2014

Employees enrolled in the medical portion of the State Employee Health Plan (SEHP) have an opportunity to earn a \$480 incentive discount on their 2014 health plan premium by participating in the HealthQuest Rewards Program. To earn the incentive, employees will need to complete a health assessment questionnaire (worth 10 credits) and earn 20 additional credits, for a total of 30 credits, by July 31, 2013.

The Rewards Program is optional and participation in any of the HealthQuest services is confidential. For more information, please go to: <http://www.kdheks.gov/hcf/healthquest/rewards.html>.

Don't have an account yet?

Follow these instructions to set one up and start earning credits:

http://www.kdheks.gov/hcf/healthquest/download/How_to_Register_an_Account.pdf

Don't have a computer/internet?

Those without computer access can call the HealthQuest Help Desk toll-free at 1-888-275-1205, option 9, and they can set up an account for the employee over the phone as well as assist in completing self-report forms for credits. A paper version of the health assessment questionnaire is always available throughout the year by request from the Help Desk. Completed paper versions were due by July 1st, so any employee who still needs to complete an assessment, and does not own a personal computer, should seek out a public library or speak with their HR about accessing a computer.

Need to check your credits?

Employees can confirm their credits and discount status by following these steps:

- Go to: www.kansashealthquest.com and sign in with your login ID (email) and password.
- Click on "Track Credits" from the left menu.
- On the Track Credits page under the bar graph you will see the message "**You've completed the incentive. Congratulations!**" if you have completed all of the requirements to qualify for the incentive.
- If you do not see this message, keep working to complete the health assessment questionnaire (worth 10 credits) plus 20 additional credits.
- At the bottom of the page under the heading "Current Program Year Activities Completed" you can review the date and amount of credits earned for each activity you have completed.
- Please contact the HealthQuest Help Desk toll-free at 1-888-275-1205 (option 9) if you need assistance or visit <http://www.kdheks.gov/hcf/healthquest/trackcredits.htm> for more information.



HealthQuest: Story of Success!

HealthQuest is helping employees make positive lifestyle changes for their health and wellness every day. In this newsletter issue, we'd like to share the story of Karen, a KDHE employee. She has been on a personal journey to improve her health since 2010 and HealthQuest has been a constant resource to support her new, healthier lifestyle. Listen to her inspiring story on the HealthQuest YouTube channel:

<http://www.youtube.com/watch?v=M8JR98jPsaM>.

Thanks for sharing your story, Karen! You are a true champion for wellness!



If you have experienced success on your own health and wellness journey, HealthQuest invites you to share your story to motivate and inspire other employees. You can submit your story through a self-report form on the wellness portal at www.KansasHealthQuest.com or email Marissa Kalkman, the onsite Health Promotion Manager, at Marissa.Kalkman@alere.com.

New Address? New Email?



Please be sure that your Human Resources Officer has your most current address and a valid email address on record. This is to ensure that you receive important information regarding your health insurance in a timely manner. With Open Enrollment fast approaching, please make sure your contact information is up to date!



Nutrition Know-How: Eating for Healthy Aging

While all foods provide calories and some nutrition, scientists in recent years have identified some "superfoods" that can do much more. These foods not only nourish you, but work with your body to improve your health and prevent common diseases, including conditions commonly associated with aging.

Fruits and Vegetables

Tomatoes, carrots, oranges, spinach, broccoli, brussels sprouts, garlic and onion are all superfoods. Eat one fruit or vegetable from each of seven color groups (Red, Green, Yellow/Green, Orange, Orange/Yellow, Red/Purple and White/Green) every day to get the phytochemicals you need:

Red:	Tomatoes, tomato juice, tomato soup, watermelon, pink grapefruit
Green:	Broccoli, brussels sprouts, cabbage
Yellow/Green:	Spinach, avocado, kale, collard greens
Orange:	Carrots, butternut squash, pumpkin
Yellow/Orange:	Oranges, pineapple, banana, cantaloupe
White/Green:	Garlic, onions, chives
Red/Purple:	Blueberries, strawberries, raspberries

Each color provides unique substances; eating one from each group every day makes the most of their protective, nutritional properties. Another benefit: Fruits and vegetables fill you up on fewer calories.

Foods for a Sharper Mind

In the brain, damage from aging is subtle. It may become more difficult to remember facts such as phone numbers and names. In animals, studies have shown that aging reduces the ability to go through a maze, and that eating foods rich in the red/purple colors, such as blueberries and raspberries, may prevent age-related loss of brain power.

Adapted from an article by Dr. David Heber, M.D., Ph.D., Director of the UCLA Center for Human Nutrition. This article and further information related to the topic can be found on www.KansasHealthQuest.com.



Nutrition Know-How: What Counts as a “Serving?”

Eating at least 5 servings of vegetables and fruits each day may not be that hard to do when you look at how small “one serving” really is. According to the Centers for Disease Control and Prevention (CDC), the following are examples of what counts as 1 cup or 1 serving of a fruit or vegetable.

1 cup of Fruit



8 large strawberries



32 grapes



1 wedge of watermelon



1 cup chopped cantaloupe



1 cup berries, fresh or frozen

1 Piece of Fruit or Veggie (size depends on type)



1 large orange



1 small apple



1 medium pear



1 full grapefruit



1 large banana



1 large bell pepper



2 large or 3 medium plums



2 large celery sticks



1 large sweet potato



12 baby carrots or 2 medium carrots

1/2 cup of dried fruit



Mixed dried fruit



Dried apple chips



SUN-MAID RAISINS



Dried cherries



Dried Mango pieces

1 cup (8 oz) of 100% fruit or veggie juice



100% Orange Juice



100% Tomato Juice



100% Grape Juice



Fresh Squeezed Lemonade



Mango Juice

1 cup of cooked or 2 cups of raw veggie



Summer squash



1 large ear of corn



1 cup cooked greens or 2 cups raw (spinach, collards, mustard, turnip)



1 medium potato

Injured at Work ... What Should I do?

What if I have an accident at work?

- ◆ All State employees must notify their supervisor immediately if they have sustained an on the job injury.
- ◆ Upon notification, the supervisor should meet with the employee and fill out the **Kansas Department of Labor, Division of Workers Compensation, Employer's Report of Injury - (K-WC 1101-A (Rev 1-12))** and send the completed form directly to the State Self Insurance Fund.
- ◆ Please note that all phoned in reports must be followed-up with a completed Employer's Report of Injury within 24 hours. The State Self Insurance Fund does not guarantee that any doctor visit will be covered until compensability is determined.

What if the injury requires emergency treatment?

Life or limb-threatening emergency situations require immediate medical attention from the closest medical facility. Injuries such as broken bones, profuse bleeding, head injuries, wounds that require stitches, chemicals in the eye(s), etc. are some examples of emergency situations.

Prior authorization is not required for emergency treatment but the supervisor should inform the SSIF as soon as possible at 785-296-2364.

What if the injury is not an emergency but the employee wants to seek medical attention? What DOCTORS do we currently use to treat our injured works? (cont'd)

The State Self Insurance Fund utilizes the Corvel physician network for workers compensation medical care. This vast network of doctors provides great opportunities in treating injured state workers. Please follow the instructions below to search for doctors in a specific location and/or initial emergency care providers which may or may not be in the Corvel network:

Steps to Search for a Doctor in the Corvel Provider Network:

1. Use this link: <http://mpn.corvel.com/ssif/MPNSearch.aspx>
2. Select the distance within you would like to search.
3. Type in the city or zip code.
4. Check the specialty to search (**general medicine, hospital, urgent care or occupational medicine**).
5. Finally, click **Find Providers**.

If an employee self-selects a doctor and does not have prior authorization for treatment from SSIF, the SSIF will only be responsible for the first \$500 in unauthorized medical bills from the self-selected physician(s) once the injury has been found compensable. It is a good practice to receive prior authorization from the State Self Insurance Fund at 785-296-2364 before sending the employee to the doctor in non-emergency situations to assist in determining compensability.

http://www.kdheks.gov/hcf/ssif/download/SSIF_FAQs.pdf

Please contact the State Self Insurance Fund at 785-296-2364 if you have any other questions.



Voluntary Group Long Term Care Insurance Program

Help protect your future from life's uncertainties ...

GROUP LONG TERM CARE INSURANCE PROGRAM

Why add long term care insurance to your employee benefits?

The Need

Long term care insurance enhances the State of Kansas' benefit offerings by meeting a largely unrecognized need many of us may have. It pays for covered expenses for long term care services whether they are received at home, in the community or in a nursing facility. Here are a few points to consider:

- These expenses aren't covered by either our disability or health insurance.
- Relying on government programs may not be a viable solution.
- ♦ Without insurance, the costs of these services may have to come out of our savings.

The Cost

Today, a private room in a Kansas nursing facility averages \$56,5751 a year and costs are rising. So, a long term care situation could potentially cost at least \$169,725*, particularly if the cost of care continues to increase.

The Opportunity

As a benefits eligible State of Kansas employee, you can buy this coverage at competitive group rates.

Go to our website for additional information including average nursing facility costs and sample of Genworth's Outline of Coverage: <http://www.kdheks.gov/hcf/sehp/GroupLTC.htm>

Currently employed benefits eligible employees, their spouses and other eligible family members can apply for coverage under the program at any time with Full Medical Underwriting. With Full Underwriting, you need to complete a Long Form application which includes a full medical questionnaire (no physical or blood tests) to be approved for coverage.

Continued →



Voluntary Group Long Term Care Insurance Program - cont.

New Hire Employees:

The only exception to the Full Underwriting process is New Hire employees and their spouses. Once the employee becomes benefits eligible, they have 30 days to apply for coverage with the following underwriting requirements:

Employees < age 66	⇒	No Medical Underwriting
Spouses < age 66	⇒	Streamlined Underwriting (short form application)
Employees age 66 to 69	⇒	Streamlined Underwriting (short form application)
Spouses > age 66	⇒	Full Underwriting (long form application)
Employees > age 69	⇒	Full Underwriting (long form application)

For more information on the State of Kansas Group Long Term Care Insurance Program, you and your family members can visit the Genworth website to view rates and plan options. You can apply online as well!

Go to:

www.genworth.com/groupltc

- ◆ Enter Group ID: KAN
- ◆ Enter Access Code: groupltc
- ◆ Enter your State of Residence
- ◆ Enter your applicant type. For active employees select "Employee". If you are a spouse of an active employee, select "Spouse of an employee". If you are a dependent of an active employee, select "Other". If you are a retiree or any dependent (spouse or child) of a retired employee, select "Other".



Continued →



Accessing the Genworth Long-Term Care Website

View the screenshots below showing the Genworth LTC site. Be sure to check out all the valuable information to learn more! **Call Genworth toll free at 1-888-285-4889 to speak to a program expert or order an information kit.**

Enter info here and then click "Get Started"

To get started, please enter the information requested below.
For assistance, call 888 285.4889.

groupidc
KAN
groupitc
Kansas
Employee

Get started

Already created an account?
Please enter the personal ID and password created during the application process.

Personal ID
Password
[Forgot your password?](#)

Log in

Check out all 3 tabs for important information

Click here to get a quote!

Get a quote

State of Kansas Long Term Care Insurance Program
Underwritten by Genworth Life Insurance Company

Home | About Genworth | Contact Us | Log Out

Learning Center

About LTC | Plans | Applying

Why consider Long Term Care Insurance?
What does Long Term Care Insurance cover?
What are misconceptions about LTC services?
Why Genworth Life?

Announcements

This program includes coverage for certain care you receive in the comfort of your own home.

Why consider Long Term Care Insurance?

Read | Video | print | email | rate this

The things we value - home, family, hard-earned savings, independence - these are just a few of the important things Long Term Care Insurance can help you protect and preserve. To consider whether Long Term Care Insurance is right for you, we invite you to consider the value it may help to bring...

Preserve your savings and other assets. You've worked hard and saved. Your savings will serve you when life goes as you've planned. But you probably don't want to use your savings to pay for a hospital stay, or to replace your home after a fire. You have health and homeowner's insurance for those unforeseen turns in the road. But chances are you could live without many of the catastrophic events you've planned for. And the longer you live, the greater the likelihood of a long term care need. There's insurance for that too: Long Term Care Insurance.

Protect your family and friends from the difficulties of care giving. Family is often the first place you'll turn to for care, comfort, and support. But in many cases, they are not professional caregivers. What you want from your family is love and support. Weeks, months...

next topic: What does Long Term Care Insurance cover?

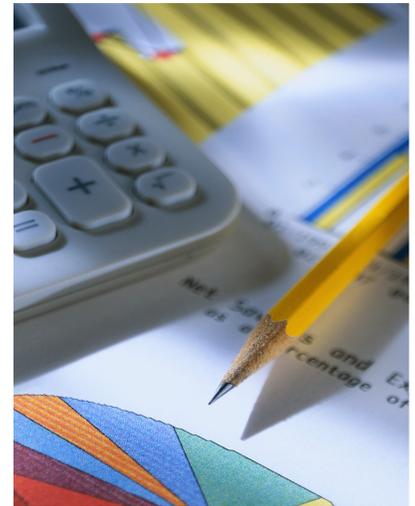


Flexible Spending and Health Savings Account - Special Highlight Edition -

In this special edition of the Active State Employee Newsletter, we will go in-depth with helpful information and guides on navigating the ASI-Flex website. Also, please see the important articles below regarding the new High Deductible Plan C with HSA.

Plan C / HSA participants ending up on US Bank's blocked list:

Over the past few months we may have reached out to you requesting that you contact US Bank due to being placed on US Bank's blocked list. The reason for this is because all bank accounts (including Health Savings Accounts) are now subject to the US Patriot Act and must verify the identity and current address of everyone that opens an account. Most people pass this process, but those that have recently moved within the past few months may not pass and will receive either a letter or email from US Bank stating that they need to contact them and provide documentation confirming their current address. Please know that it is very important for you to respond to these requests in a timely manner. Failure to respond to US Bank's request for documentation will result in the account balance being pulled and refunded back to the State Employee Health Plan (SEHP).



**For questions about these requirements, please contact
US Bank at 877-470-1771.**



Effective date of HSA changes:



From time to time, those enrolled in Plan C may want to increase or decrease the amount they contribute to their HSA. HSA contribution changes can be made without a Qualifying Event, but will always be effective on a "future forward" prospective basis. This differs from the health plan rules, which allow for changes to be made retroactively. The future forward rules also applies to the FSA program as well.

Flexible Spending and Health Savings Account - Special Highlight Edition -

ASIFlex Online Claim Filing Instructions

Once Logged into Account Detail, you will see the self service menu below:

ASIFlex Account Detail
File a claim, review your balance, and access your account statements.

Self Service Menu

[Log Out](#)

Fax - Digital Image
[No digital images \(faxed or uploaded\) associated with your PIN are in queue.](#)

Flexible Spending Account Detail

Plan Year: Account Detail:

[Go](#)

MORE PARTICIPANT SERVICE OPTIONS

- FILE A CLAIM**
[Submit a paperless claim online.](#)
- SECURE MAILBOX**
[Review the latest correspondence from ASIFlex](#)

MANAGE MY ACCOUNT

- CHANGE USERNAME**
[Update your username](#)
- CHANGE PASSWORD**
[Update your password required for account access](#)
- ADD/CHANGE EMAIL**
[Update your email address on file with ASIFlex](#)

Flexible Spending and Health Savings Account - Special Highlight Edition -

Click on "File a Claim" under More Participant Service Options and read the following message:

[Return to Self Service Menu](#) [Log Out of MyASIFlex.com](#)

Before You File a Claim Online

At the present time, only Health Care FSA and Dependent Care FSA claims can be filed online. HRA, Parking, Mass Transit and Van Pool claims cannot be filed online. If you are not filing a Health Care or Dependent Care claim, please answer "NO" below to return to the main menu.

In order to file a claim online, you **must** have your supporting documentation scanned and saved in **PDF format**, ready to upload.

You have fifteen (15) minutes to complete the claim, or the system will time out. For this reason, you should have your supporting documentation scanned into a PDF file **before you begin this process**. Also Please make sure the file is less than 8MB in size. NOTE: The number of pages has very little to do with the size of the file. Rather, the size of the file has more to do with the settings of your scanner.

Because of the many and varied programs, applications and methods of creating a PDF file, we are unable to assist you with creating your PDF file (s). If you are not comfortably able to generate a PDF file or upload files via the web, please **stop now**, and [submit a claim by Fax or by Mail](#).

Have you already scanned your supporting documents into PDF?
Is the size of the PDF less than 8MB?

Yes

No

Continue

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After you have confirmed that the documentation is scanned into a PDF, you may continue and choose the plan year that applies:

[Return to Self Service Menu](#) [Log Out of MyASIFlex.com](#)

File a Claim

Begin a new Health Care or Dependent Care claim for plan year

(Note: From this point forward, please **DO NOT use your browser's BACK button**. Doing so may produce unpredictable results and prevent your claim from being received and/or correctly processed.)

Transportation Reimbursement Claims cannot yet be filed online.

[Return to Self Service Menu](#) [Log Out of MyASIFlex.com](#)

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Flexible Spending and Health Savings Account - Special Highlight Edition -

If you are enrolled in both Health Care and Dependent Care accounts, you will choose which account you wish to file a claim under. However, if you are only enrolled in one account, only that option will be available:

Please indicate the type of claim you would like to file:

- Health Care FSA
 Dependent Care Assistance Account

[Continue >>](#)

If you have more than one type of claim, please choose one now, and then file a separate claim for the other type(s) that you have. Online claims are limited to one type per claim.

If no choices appear above, you cannot file any claims online, either because you have not elected to participate or because you have exhausted your reimbursement claims limits. If you believe this to be an error, please contact ASIFlex customer service at (800) 659-3035 or (573) 442-3035.

Remember: **DO NOT** use your browser's BACK button, as this may prevent your claim from being received or properly processed.

[Return to menu without filing a claim](#)

After selecting the correct account option, you may continue on to complete the claim form below:

Remember: **DO NOT** use your browser's BACK button, as this can prevent the receipt and/or correct processing of your claim. Use one of the navigation links at the bottom of the page if necessary.

First date of service (MM/DD/YYYY)	Last date of service* (MM/DD/YYYY)	Name of Medical Provider	General Medical Expense Description
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name of person for whom expense was incurred	Relationship of this person to you	Amount	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

* If there was only one date of service, leave this box blank.

[Add to Claim](#) You can add up to 99 entries per claim here.

Health Care FSA Claim

There are no entries on this claim form yet.

When this claim is completed, you can [print this page](#) for your records. Then click the **File Claim** button to proceed.

Claim Total: **\$0.00**

[File Claim](#)

Flexible Spending and Health Savings Account - Special Highlight Edition -

You may complete up to 99 entries per claim, but even if only completing one entry, you must click Add to Claim and you will see your claim total keep track of each entry added above File Claim. Once all entries have been added, click on file claim:

Remember: **DO NOT** use your browser's BACK button, as this can prevent the receipt and/or correct processing of your claim. Use one of the navigation links at the bottom of the page if necessary.

First date of service (MM/DD/YYYY) Last date of service* (MM/DD/YYYY) Name of Medical Provider General Medical Expense Description

Name of person for whom expense was incurred Relationship of this person to you Amount

* If there was only one date of service, leave this box blank.

Add to Claim You can add up to 99 entries per claim here.

Health Care FSA Claim

Item #	From	To	Recipient	Relationship	Provider	Service	Amt	
1	5/1/2013	5/31/2013	John	self	Dr. Dave	office visit	\$100.00	Delete

When this claim is completed, you can [print this page](#) for your records. Then click the File Claim button to proceed.

Claim Total: \$100.00
File Claim

After filing the claim, you must upload the supporting documentation:

Supporting Documentation

Please upload your supporting documentation (PDFs only, maximum file size 8MB). If you have more than one PDF document, please upload them in the order you'd like us to see them (usually in the order in which you listed them on your claim form).

The process to upload a file is easy. Here is the process step by step

1. Click the button 'Browse...'
2. Browse to the directory where your PDF is located.
3. Highlight the PDF you want to upload.
4. Click the button 'Open'. The file name will be displayed in the field before the button 'Browse...'
5. Then click the link 'Upload'. The file will appear in a list below when it is complete.

Please note that you can upload up to 99 PDFs per claim here.

[Upload](#)

Attachment #	Attachment File Name
No files uploaded yet.	

Please be patient...once uploading is complete, the file will be displayed in the list above. Depending on bandwidth available and the size of your file, it could take up to ten minutes. If nothing has happened after ten minutes, please check to make sure your file is less than 8MB in size. NOTE: The number of pages has very little to do with the size of the file. Rather, the size of the file has more to do with the settings of your scanner. Please make sure your file is LESS THAN 8MB in size before sending.

When you've finished uploading all the files you want to send, you should click the Continue button to proceed.

Once you have submitted your claim, the final page lets you know that your claim has been filed successfully and also provides a claim number to be used as a reference if there is an issue in processing your claim:

Over-the-Counter Eligible Health Care Products

Although over-the-counter (OTC) *drugs and medicines* require a prescription in order to be reimbursed by a flexible spending account (FSA), there are many other OTC health care products that are not a drug or medicine **that do not require a prescription!** That's right! Take a look at what you can get without a prescription!

FSA <input checked="" type="checkbox"/> OTC PRODUCTS - NO PRESCRIPTION REQUIRED
Bandages, Band-Aids
Baby Care, Breast pumps, nose saline spray/drops, nasal aspirator, medicine dropper, ear syringe, etc.
Diabetic supplies, insulin, glucose monitor, testing strips, syringes, sharps containers, diabetic cases/coolers
Denture adhesives
Eye care, reading glasses, contact lens cleaners/storage kits, eye patches
Family planning, condoms, contraceptive creams, fertility monitors, ovulation prediction kits
First aid kits, first aid supplies
Glucosamine, arthritis formula
Hearing aids, batteries
Incontinence supplies, adult diapers, pads, absorbent underpads
Joint support bandages/braces, wrist, hand, neck, elbow, knee, ankle, etc.
Medic-alert bracelets or necklaces
Medical equipment and repair; crutches, canes, walkers, wheelchairs
Medical monitoring/testing devices, blood pressure monitors, blood glucose testing kits, cholesterol test kits, colorectal cancer test kits, etc.
Orthopedic and surgical supports, aqua casts, splints
Ostomy products, catheters
Sunscreen, SPF15 and higher
Pill holders, pill splitters
Prenatal vitamins
Vaporizers, humidifiers, thermometers

Some things to remember -

FSA Most drug stores now have online FSA stores where you can shop for eligible FSA products. You can check other sites such as www.fsastore.com or www.drugstore.com for comprehensive listings of OTC products that do not require a prescription.

FSARx OTC *drugs and medicines* are eligible with a prescription. This includes pain relievers, allergy/sinus medicines, antibiotic treatments, canker/cold sore medicines, cold/cough/flu remedies, laxatives, smoking cessation patches/gum, sleep aids, sedatives.

This information is provided as an overview only. Be sure to check your employer's specific plan provisions for any variances.

Have questions



1.800.659.3035

Customer Service Hours: 7:00 am - 7:00 pm CT Monday - Friday; 9:00 am - 1:00 pm CT Saturday



www.asiflex.com



asi@asiflex.com