FIRST YEARS FACULTY SERIES PERELMAN SCHOOL OF MEDICINE

APRIL 4, 2023



WELCOME



Karen Kille Manager, Quality of Work-life Programs Email: <u>karener@upenn.edu</u> Website: <u>www.hr.upenn.upenn.edu/wellness-</u> worklife

WHAT WE DO

- Develop and manage work-life and wellbeing programs, policies and services.
- Offer a wide range of programs and resources to support life events and issues including:
 - Well-being Resources
 - Childcare Resources
 - Senior Caregiving Resources
- Provide individual consultations and referrals to Penn benefits and resources.
- Lead service recognition and appreciation programs and activities.
 - Staff Appreciation Events
 - Models of Excellence

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Milestone Service Recognition Program

WELL-BEING RESOURCES

Flexible Work

Penn Healthy You

Mindwell at Penn

EAP Program

Behavioral Health Support

Penn Cobalt

Virtual Workshops

Family Care Resources

FLEXIBLE WORK

- Support a culture where flexible, hybrid, and remote work may be permissible for employees consistent with institutional needs
 - Published guiding principles and key definitions for hybrid/remote work, <u>Flexible, Hybrid, and Remote Work (upenn.edu)</u>
 - Strategically aligned guiding principles with Talent Acquisition and published guidance for recruiting for hybrid and remote positions; jobs may be posted as hybrid or fully remote
 - 1,283 staff are in 45 states outside of PA and NJ
 - Workday shows 892 staff are fully remote



PENN HEALTHY YOU RESOURCES

- Provides health and well-being support to benefits-eligible Faculty and Staff, including:
 - Be in the Know annual wellness campaign
 - Virgin Pulse online wellness platform
- Additional offerings available through Penn Healthy You:
 - Nutrition counseling <u>appointments</u> and events, with Corporate Wellness Nutrition
 - Other events/initiatives, made possible through valued partnerships, including:
 - Group fitness classes, with Campus Recreation, plus fitness center discounts.
 - Monthly wellness walks, with Penn Center for Public Health (on-campus.)
 - Financial wellness workshops, with MetLife, PNC Bank, and TIAA.
 - Additional wellness events, including Virgin Pulse platform live demonstrations.
- Learn more at <u>https://www.hr.upenn.edu/pennhealthyyou</u>. Search upcoming wellness/work-life <u>events</u> here! ⁶

PENN ATHLETICS & RECREATION RESOURCES

School/Center Resources & Outreach Programming

Physical Wellness

- Monthly opportunities for free <u>special events</u> with Recreation
- Monthly free fitness classes in partnership with HR
- Host a seminar, private class, or collaborate on aligned programming
- Athletics & Recreation resources Franklin Field Track, Penn Park, fitness facilities
- New staff receive a free 2-week Trial Recreation membership

Social Wellness

- The Campus Cup! Staff & Faculty competition series
- The Penn Relays Carnival Oldest and largest track & field meet in USA
- Take your team to an athletics game discounted tickets for Penn staff & faculty
- Children's programming and summer camps available

Teambuilding

- Customizable mini-retreats (use our 40' rock climbing wall!)
- Historic tours of Franklin Field, the Palestra, the Penn Boathouse available



Erica Hildenbrand Director of Campus Outreach ericah@upenn.edu

BE IN THE KNOW, 2022-2023: OVERVIEW

- Penn's annual wellness campaign for benefits-eligible
 Faculty and Staff.
- Campaign year dates: July 1, 2022 June 30, 2023.



- Complete qualifying activities that support your health = earn points and "Pulse Cash" rewards, up to \$300 + special recognition as a *Be in the Know* VIP!
- Participation is voluntary and Penn never sees individual results (only aggregate data for population health.)
- Full details available at <u>www.hr.upenn.edu/beintheknow</u>.



BE IN THE KNOW, 2022-2023: VIRGIN PULSE WELLNESS PLATFORM OVERVIEW

Virgin Pulse: Penn's wellness platform partner since 2020.



- Administer *Be in the Know*, track your progress, and provide online well-being programs, content, and BITK's rewards program.
- Access at https://join.virginpulse.com/penn. (One-time quick registration is required.)
- After registration, download the mobile app (search "Virgin Pulse" don't include "Penn".)
- All "Pulse Cash" rewards are redeemed on the platform, choosing from a variety of gift cards, select wellness items (including fitness trackers), and charitable donations!
 - Earn up to \$300 in Pulse Cash each campaign year.
 - Unspent rewards at campaign deadline (June 30) will roll over and be available the next year!
 - By law, earned rewards are considered taxable income and are subject to applicable payroll taxes. (Processed quarterly through your paycheck, with email alerts sent to impacted participants.)

BIOMETRIC SCREENINGS – REQUIRED FOR 2022-2023

- This campaign year, Penn has renewed its commitment to the importance of a biometric screening!
 - A screening is required to receive any rewards; will earn your first \$50 reward for completion.
- Penn's biometric screenings measure: Total cholesterol, HDL cholesterol, blood pressure, and blood sugar/glucose levels. (You can fast to also include LDL cholesterol + triglycerides.)
- Remaining options to earn credit for the 2022-2023 campaign year:
 - "Last Chance" on-campus biometric screenings will be offered May 16 and 17 (9am-1pm, Houston Hall.) Registration using Health Advocate's portal will open on April 3.
 - Three additional options please complete/submit by June 1, 2023 to allow time for processing/crediting in the current 2022-2023 campaign year:
 - Health Advocate: Submit results obtained through your healthcare provider, using <u>Consent to Release Results Form</u>.
 - Virgin Pulse (order on VP Programs page, <u>Biometric Screening Options, 2022-2023</u>):
 - Labcorp's Voucher Program
 - Home Test Kits

BE IN THE KNOW, 2022-2023: "STEPS FOR SUCCESS" CAMPAIGN DESIGN

- Support your overall well-being by completing any activities of interest + earn points/rewards!
 - As points accumulate, your goal is to reach the next points total to earn your next "level" reward.
- Here's how "Steps for Success" works:
 - STEP 1: REQUIRED activity to receive rewards! Complete a Biometric Screening = Earn first \$50 reward
 - <u>STEP 2</u>: Complete any qualifying "Ways to Earn" activities = Earn up to another \$250 in rewards.
 - Reach 5,000 total points = Earn add'l \$50 (level 1 reward)
 - Reach 15,000 total points = Earn add'l \$75 (level 2 reward)
 - Reach 30,000 total points = Earn add'l \$125 (level 3 reward)
 - <u>STEP 3</u>: Keep going for *Be in the Know* VIP special recognition! (level 4 reward)
 - Reach 50,00 total points = Earn VIP Recognition



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BE IN THE KNOW, 2022-2023: EARN POINTS WITH THE "WAYS TO EARN" LIST

- **90+ "Ways to Earn" list of qualifying activities to earn points towards rewards:** Access full list <u>online</u> or use our QR code:
- Examples:
 - Health Check: Online health assessment, recommended for insights on overall well-being
 - Preventative Health: Flu vaccine, COVID-19 vaccine/booster, and health screenings
 - Penn Wellness Activities:
 - HR Wellness + Worklife Events (Wellness, Financial Wellness, + Express)
 - **Others:** Nutrition Counseling, Penn's Comprehensive Smoking Treatment Program, Bike to Work, etc.
 - Virgin Pulse Online Activities:
 - General Activities: Set interests/well-being goals, invite "friends", first-time activities
 - Challenges: Personal (available all year), Promoted Healthy Habit Challenges (offered monthly), Penn Challenges (offered quarterly)
 - **RethinkCare Programs:** Video sessions/courses that support mental health + emotional well-being
 - Health Coaching: Telephonic coaching with a professional
 - Variety of Journeys[®] + Healthy Habit Trackers
 - Daily Cards: Brief well-being tips offered daily, based on interests/Health Check results



MINDWELL AT PENN



- A communication and programming initiative highlighting emotional well-being resources for strength and care:
 - Penn Employee Assistance Program
 - Behavioral Health Care Coverage
 - Penn Cobalt

EMPLOYEE ASSISTANCE PROGRAM

- Health Advocate provides supportive resources to you and your family members
 - Confidential
 - 24 hours a day, seven days a week
 - Covers eligible dependents
 - Call: 1-866-799-2329

Schedule an EAP appointment through <u>Penn Cobalt</u>

Email: EAPinfo@healthadvocate.com

Visit: www.hr.upenn.edu/eap

EMPLOYEE ASSISTANCE PROGRAM

Up to eight free counseling sessions, per distinct problem, per year

• National, Regional and Local providers such as LifeStance Health at 3535 Market Street

• Partnership with MyHelp to offer therapy through text, chat and video (in lieu of face to face or telehealth interactions)

Unlimited HR and management consultations

Virtual staff wellness and prevention seminars, register on the HR Website

- Managing Time and Setting Boundaries, 4/25
- Mental Health and Me, 5/9
- Finding Balance in Busy Lives, 5/24

Critical incident debriefings

Work/Life Specialists find support services and local resources to help with childcare, eldercare, financial issues, and legal concerns

BEHAVIORAL HEALTH **SUPPORT** THROUGH YOUR HEALTH INSURANCE **PLAN**

- Penn's health plans include behavioral health coverage for you and your enrolled dependents.
 - Identify which plan you are enrolled in.
 - Understand what your plan covers.
- Your Plan, Your Provider Network Contact Information
 - Aetna HDHP Aetna Network 1-800-424-4047
 - Aetna POS II Aetna Network 1-800-424-4047
 - Keystone HMO IBX Behavioral Health 1-800-688-1911
 - Penn Care PPO Quest Behavioral Health Network 1-800-364-6352

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FAMILY CARE RESOURCES

Growing Your Family

College Age Support

Pet Care

Adult and Elder Care Resources

TIME AWAY FROM WORK

- Family Medical Leave Act (FMLA)
 - Up to 12 weeks of job protection for certain qualifying events
- Short-Term Disability (STD) (revised July 2016)
 - Paid leave runs concurrently with FMLA
 - For the birth parent the duration is generally 8 weeks
- Paid Parental Leave Policy (initiated August 2018)
 - 1 leave per year, runs concurrently with FMLA
 - Provide up to 4 weeks of 100% paid leave for new parents, regardless of gender
 - Can also be known as "bonding" leave
 - Leave taken by the child's 1st birthday or the 1st anniversary of the child being placed in the home or adopted and taken consecutively

FERTILITY BENEFIT

- Inclusive of same-sex couples, women without partners, and individuals facing infertility
- The participant can use this benefit as they and their doctor recommend for their family formation needs
- Provides a \$30,000 (lifetime maximum) "Fertility" benefit
- Includes advanced reproductive procedures like IVF
- Currently the participant needs to use the Penn Medicine Fertility Center
- Will be expanded in FY2024 to accommodate faculty and staff out of the area
- There are no eligibility requirements (such as proven inability to conceive)
- Prescription drugs associated with fertility treatment are separate from the \$30,000 limit

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LACTATION SUPPORT PROGRAM

- Received the Breastfeeding Friendly Employer Award in 2020 from the <u>Pennsylvania</u> <u>Breastfeeding Coalition</u>
- Schools and Centers are responsible for ensuring that faculty and staff have access to appropriate space for lactation responsibilities when they return to work after having a baby
- Lactation Policy, Lactation Policy (upenn.edu)
- Interactive map with location, contact, and access details
- More than 50 designated lactation spaces across University and Penn Medicine buildings
- Free attachment pump kit, complementary of the Penn Women's Center
- In-person and virtual lactation support
 - Pennsylvania Hospital and HUP
 - Virtual Lactation Discussions led by Dr. Diane Spatz

ADOPTION ASSISTANCE

Adoption Assistance Program

- Up to \$5,000 reimbursed for the cost of "qualified adoption expenses" for a "qualified adoption"
- Details at <u>https://www.hr.upenn.edu/policies-and-procedures/policy-manual/benefits/adoption-assistance-policy</u>
- Amended the Adoption Policy in 2020 to provide benefits for the adoption of the child of an eligible employee's spouse

CHILDCARE RESOURCES – NEW BRIGHT HORIZONS SERVICES

- Key Features of Enhanced services provided by Bright Horizons
 - Portability of backup care bank (10 days per fiscal year) to use for tutoring for the whole family and virtual camp activities for dependents ages 3-12, and for adults and elder loved ones
 - Convenient back-up childcare at home and in centers including Bright Horizons centers
 - Preferential enrollment and waived registration fees at Bright Horizons Childcare Centers and discounted tuition at network centers including Kindercare Centers
 - Waived membership fees (\$180 value) for Sittercity's database of sitters, nannies, pet sitters, and housekeepers
 - Discount on personalized nanny placement service, plus before- and afterschool programs

BACKUP CARE BENEFIT

- 10 days per employee (July 1 June 30)
 - Centers: \$15 per day
 - In-Home: \$5 per hour \$60K and below; \$8 per hour greater than \$60K
 - 4 hour minimum requirement; 10 hour maximum
 - Virtual Tutoring: \$15 per session for 4 hours of virtual tutoring
 - Virtual Camps: No Copay
 - Reserve up to 60 days in advance
 - Cancellations must be received two days prior to the reservation to avoid paying a copay or using days
 - Reimbursement up to \$100 for a caregiver in your personal network if no caregivers are available or for children with disabilities
- Visit: <u>https://clients.brighthorizons.com/penn</u>



Centers

Exclusive access to Bright Horizons centers

Nationwide network of 4,000+ vetted partners, many with school-age programs



In-Home Caregivers

On-staff in-home caregivers to support child and adult care needs Thousands of caregivers vetted, trained, indemnified and employed by their agencies



School-Age Camps

Bright Horizons-owned and exclusive camp partners

Programs created for working families, back-up care clients



Reserving Center-based Care

- Use location radius to find top centers near home or work
- Select "Along a Route" to see centers right on your commute
- Instantly book an available center, or select your preferred options
- Set preferences for Acceptable, 1st, 2nd, 3rd choice, or Unacceptable centers





Tutoring

Exchange a back-up care use, and receive a 4-hour block of online tutoring and homework help (valid for 90 days), from experts with flexible scheduling options Families are matched with a tutor that meets their identified needs

Reserve under Virtual Tutoring through Back-Up Care



Virtual Camps

For children ages 3-12; available 9am-6pm ET weekdays (excluding holidays)

Variety of activities including arts & crafts, coding, competitions, fitness, game design, and more

Reserve under Special Programs/Virtual Options

CENTER BASED CHILDCARE

- Center-Based Child Care
 - Preferred enrollment + waived registration fees at Bright Horizons locations
 - Tuition discounts on approx. 2,500 partner centers for full-time care
 - Easy to use center locator tool to find locations near you
- In-Home Care
 - Nanny placement through Jovie (formerly College Nannies)
 - Discounted placement fees of 30% or \$300 whichever is greater
 - Self-source your own care through Sittercity
 - Free premium membership; unlimited basic background checks
 - View caregiver profiles and/or post jobs
- Visit: <u>https://clients.brighthorizons.com/penn</u>

SITTERCITY

- Find ongoing care with your free membership to Sittercity
- Post a job for a babysitter, nanny, pet care, adult care, housekeeping and more
- Run unlimited basic background checks on the providers of your choice
- Discounts on enhanced background and driving checks



TUTORING DISCOUNTS

- Help your student get on track, ahead, or stay up to speed this summer with discounted academic supports.
 - Private (1-on-1 tutoring)
 - Small Group
 - Test Prep (ACT, SAT, PSAT, and AP exam instructions and practice tests)
 - Homework Help
 - Support for students 5-18
 - Personalized action plans to meet academic goals
 - Discounts 15-20% off retail prices (Sylvan, Varsity Tutors, Revolution Prep)
- Visit: <u>https://clients.brighthorizons.com/penn</u>

- Dependent Care Flexible Spending Account (FSA)
 - Use for <u>eligible expenses</u> related to caring for a child, or a spouse or parent who is disabled
- New Parent Briefings and Healthy Pregnancy Programs
 - Quarterly new parent briefings are offered by the Division of HR
 - Baby basics, lactation and other parenting classes offered at HUP are free to Penn Community (many are virtual)
- Education Resources and Webinars
 - Bright Horizons Webinars
 - GSE Educator's Playbook Guides
 - Health Advocate EAP Webinars

Learn more about
Bright Horizons
Services
Attend a Webinar

- Register <u>Event Search</u> <u>Results (upenn.edu)</u>
- April 11, 5:00 PM

<u>Bright Horizons Care</u> <u>Benefit - A</u> <u>Marketplace for</u> <u>Discounted Family</u> <u>Supports</u>	05/10/2023	12:00 pm - 12:30 pm	Through the Bright Horizons ® Marketplace, you have access to resources and discounts for ongoing family needs. Join our webinar to learn more about your options for primary child care, family care and household support, elder care planning, tutoring and test prep, enrichments, camps, and more!	Registration Open
<u>Bright Horizons Care</u> <u>Benefit - Quality</u> <u>Care for Your Family</u>	05/16/2023	12:00 pm - 12:30 pm	When caregivers cancel, school goes on break, mom or dad need an extra hand, or you're in between care arrangements, do you have a plan for family care? Your <i>Bright</i> <i>Horizons Back-Up Care</i> ™ benefit can help. Join our webinar to learn about the support available to you.	Registration Open
<u>Bright Horizons Care</u> <u>Benefit - Tutoring for</u> <u>All Ages</u>	05/17/2023	12:00 pm - 12:30 pm	Whether you're trying to figure out your kids' homework, helping them study for a test, supporting your college student with their classes, managing your own schoolwork, or all of the above, your tutoring benefit through <i>Bright Horizons Back-Up Care</i> [™] can make life easier. Join us to learn more about your available options and how to access affordable tutoring.	Registration Open
<u>Bright Horizons Care</u> <u>Benefit - Affordable</u> <u>and Fun Camps for</u> <u>Kids</u>	06/13/2023	2:00 pm - 2:30 pm	Are you looking for fun-filled options for your child when they're off for a school break or holiday? You have access to in-person camps and online activities through <i>Bright</i> <i>Horizons Back-Up Care</i> ™. Join our webinar to learn more about Steve & Kate's Camp and other care options available through your benefit.	Registration Open
<u>Virtual New and</u> <u>Expectant Parent</u> <u>Session</u>	06/13/2023	11am-12pm	This is an introductory resource briefing designed for expectant parents and those who are new to parenting or child care. Participants will learn about local and university childcare and parenting resources including the lactation support program, childcare locators, back-up care, adjusting to new schedules, flexible work options, among other topics. This session will also cover Penn's time away from policies including short-term disability (STD), parental leave, and related sick leave policies.	Registration Open
<u>Bright Horizons Care</u> <u>Benefit - A</u> <u>Marketplace for</u> <u>Discounted Family</u> <u>Supports</u>	06/14/2023	12:00 pm - 12:30 pm	Through the Bright Horizons ® Marketplace, you have access to resources and discounts for ongoing family needs. Join our webinar to learn more about your options for primary child care, family care and household support, elder care planning, tutoring and test prep, enrichments, camps, and more!	Registration Open

- Summer Camps
 - Penn Camps- Penn has a variety of activities available for young children and students of every age this summer. <u>Find more info about the offers here.</u>
 - The YMCA offers many locations and different camp offerings and themes. Check out the <u>YMCA camp home page</u> for more information, including FAQs, Financial Assistance Programs, and Camp Locations.
 - Future Stars offers new camp families a discount of \$25 per child per week off the weekly rate.
 - XL Summer Camps are offering 10% discount for all Penn Medicine employees.
 Locations include Mt. Laurel and Cherry Hill.

Take Our Children to Work Day

- April 27, 2023
- Registration is open.



Take Our Children to Work Day

After a three-year hiatus following the coronavirus pandemic, the Division of Human Resources at Penn welcomes back Take Our Children to Work Day. Schools and centers across campus will offer special opportunities to engage with activities and programs geared toward kids ages 9–15. Advance registration is required and opens April 3.

For more information, visit hr.upenn.edu.

- Thursday, April 27, 2023
- All Day
- Various locations

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COLLEGE AGE SUPPORT

- The Tuition Benefits Program
 - 806 employees utilized the benefit for Fall term; Total \$6.5M
 - 100% coverage undergraduate and graduate; 2-course units (CU) per term; \$5,250 tax free per CY (G)
 - 1,729 employee dependents receiving the benefit for Fall term; Total \$19.4M
 - Penn: 75% of undergraduate Penn tuition and technology fee: \$42,834
 - Other schools: 40% of undergraduate Penn tuition: \$22,484
 - Benefit includes special programs designed for students with intellectual disabilities. (August 2019)
- Public Service Loan Forgiveness (PSLF) help
 - Penn engaged with PeopleJoy, a student loan assistance provider, to help faculty and staff navigate the complicated PSLF Program (September 2022)
 - 522 faculty and staff are current clients of PeopleJoy and are in the process of getting their student loans forgiven (January 2022)
- Information sessions and other programs offered by campus partners

PET CARE

- Penn Vet offers all Penn faculty and staff a 20% discount off hospital services and substantial discounts at Ryan Veterinary Hospital for Companion Animals. Ryan Hospital Clinical Services offers a drop-off service for pets to minimize workday interruptions.
- Find a pet walker or sitter using Bright Horizons SitterCity. Costs for finding care covered by Penn benefit; hourly cost covered by staff and faculty.
- Access discounted pet insurance using the <u>YouDecide portal</u>.

Pet Parade 2022

In the October 19 myHR, we invited fellow faculty and staff members to a Virtual Pet Parade inspired by President Magill's inauguration weekend walk with her dog, Olive.

Thanks for all the submissions we received from myHR readers! We've shared selected entries* on the wall below.



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ADULT AND ELDER CARE RESOURCES

- Access to resources and programs to navigate elder care: consultations, advocacy assistance, legal and financial consultations, and connections to peer support
 - Up to 10 days of subsidized backup care per fiscal year (July 1 to June 30)
 - Highly subsidized by Penn (\$5 per hour \$60K and below; \$8 per hour greater than \$60K)
 - Personal advocates can help faculty and staff and their families facilitate care, locate care facilities and support, and provide guidance with Medicare
 - One-on-one guidance and dedicated support provided by care coaches
 - Assistance with immediate needs and long-term adult and senior care planning
 - Unlimited phone calls with masters-level social workers
 - Facilitation of family meetings and discussions
 - Comprehensive action plans that include vetted provider options with ongoing follow-up

ADULT AND ELDER CARE RESOURCES

Online Elder Resource Tool: Years Ahead

- Online elder resource tool; facility-based care search tool
- Online Care Assessment
- Calculators, resources, and tools

Care Companion Search Tool

- Online caregiver search tool; individual caregivers
- Premium membership at no cost
- Basic background checks at no cost
- Discounted enhanced and motor vehicle checks

Visit: <u>https://clients.brighthorizons.com/penn</u>

HEALTH ADVOCATE

- Health Advocate can help you and your family:
 - Facilitate care
 - Arrange doctor appointments
 - Interpret doctor's explanations and instructions
 - Locate care facilities and support
 - Find in-home care and nursing support
 - Locate community resources
 - Provide guidance with Medicare
 - Clearly explain Medicare enrollment
 - Review all parts of Medicare
 - Help with enrollment and paperwork

Call: 1-866-799-2329 Schedule an appointment through <u>Penn Cobalt</u> Email: <u>EAPinfo@healthadvocate.com</u>

THANK YOU!