

Purdue Fort Wayne's HR-OIE Newsletter



Benefits

Anthem to Notify Members of Parkview Contract Status

Purdue Today article (07/08/20)

Contract negotiations, which began in February, between Anthem and Parkview Health System -- a network of more than 80 community hospitals and clinics in northern Indiana and northwest Ohio that serves many Purdue employees -- are still underway but nearing the end, according to Anthem.

A letter that members will receive from Anthem states that effective July 29, Parkview Health System no longer will be part of Anthem's health care network. This means that Parkview no longer will be an in-network option for Purdue members. Purdue employees who visited a Parkview clinic or hospital in the last 12 months will receive this [letter](#) from Anthem at their home addresses. Though the letter indicates the decision is final, negotiations continue.

"If this is the final outcome, we of course will be disappointed," said Candace Shaffer, senior director of benefits in Human Resources.

"However, Purdue is hopeful that the few weeks of July that remain will allow both Anthem and Parkview to come to an agreement. Purdue does champion high-quality, cost-effective, transparent care for our members, and if Parkview is unable to meet the standards set forth by Anthem for a new contract that would provide that caliber of care, we will understand the outcome."

If in fact the contract ends, members who are currently under the care of a Parkview provider may have the ability to request a continuation of care through Anthem.

Individuals should complete [this form](#) and submit the form to Anthem according to instructions provided on the form. Submitting the form does not guarantee continued in-network benefits under Anthem or Purdue.

Members needing to seek other health care options can search for providers through [Anthem's Cost and Care Finder](#). For more information, visit Purdue's "[Find high quality and affordable doctors](#)" webpage.

The negotiations were spurred by a 2017 [RAND study](#), which analyzed insurance claims data from mid-2013 to mid-2016 and shows unprecedented cost disparity for hospital care in Indiana with particularly high costs from Parkview. Additionally, the Employers' Forum of Indiana has made available a National Hospital Transparency Report Supplement (May 2019), which provides detailed data from the transparency initiative. Per the supplement, Parkview Health is the second-highest in the state in regard to hospital system relative price rank. The supplement is [available for download](#) from the Employers' Forum of Indiana's website.

Questions can be directed to Purdue Human Resources at 765-494-2222, toll-free at 877-725-0222 or via email at hr@purdue.edu or locally in Fort Wayne at 260-481-6096 or jaggera@pfw.edu.

We're Here For You

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Kettler Hall, Room G02
Main Phone: 260-481-6840
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HR Services Email: payroll@pfw.edu

Looking for more information about a specific topic?
See our [Contacts by Topic Guide](#).



From the desk of
Cynthia Springer, M. M.
Associate Vice Chancellor for HR-OIE

BE Safe, and BE Well!

Mental Health is even more important during our new normal COVID-19 related workplace adjustments. In this article, HR|OIE is sharing several resources from our Employee Assistance Program provider, The Bowen Center. During unprecedented times, let's remember that your [Employee Assistance Program](#) is also here for you to provide voluntary, **confidential**, and professional assistance. The Bowen Center's focus is always on you, your family, and to guide you through moments that affect your personal life or your work-life balance while at work. Services include evaluation and assessment, individual counseling, and referral to community services.

The EAP—open 24 hours a day, 7 days a week—is available through the [Bowen Center](#) at 800-342-5653. Go to www.bowencenter.org and click on “Schedule an Appointment” and then a scheduler will contact you. You can also schedule an appointment by emailing Bowen at EAPReferrals@bowencenter.org and ask to be contacted by providing your name, employer & best phone number and time to reach you.

Should you have any trouble with scheduling, HR|OIE has arranged with The Bowen Center, as an added support feature just for our employees, an avenue to directly reach the Business Development Manager, Ted Westerhof at: 1-574-453-1207 or via email to: Ted.Westerhof@bowencenter.org. Ted will reach out to you to assist in scheduling your appointment.

Payroll

Update Your Information in SuccessFactors

Have you recently moved and need to change your address? Do you have a new bank account and need to change your direct deposit? Do you need to change your tax withholdings? You can make these changes and several others through your employee profile in SuccessFactors. [Managing your employee profile in SuccessFactors](#) guide provides you with step by step instructions on updating your information. Do you need additional assistance not covered in the guide or having trouble making updates? Reach out to your payroll team at payroll@pfw.edu.

Benefits

Healthy Boiler Update

In an effort to help employees make the most out of the Healthy Boiler Program, Purdue Human Resources has announced that this year's incentive deadline has been extended until **December 31, 2020**.

Our campus clinic is seeing patients and is ready and prepared to see you for your Healthy Boiler physical. Please call 260-481-5748 or visit the [Campus Health Clinic](#) website to schedule using the Patient Portal. You can also see your regular family physician to meet your requirements to earn your incentive.

For more information and instructions to fulfill the requirements for your Healthy Boiler incentive, visit [Purdue's Healthy Boiler](#) website to get started.

Learning and Development

2020-2021 Goal Plan Now Available in SuccessFactors

Shout out, and a huge thanks to employees, managers, supervisors and leadership for the great effort put forth to wrap up our Staff Performance Evaluation process by June 30th. Reviewing the prior year's performance and setting expectations for the coming year will always be important and crucial to employee success.

As we prepare for the 2020-2021 evaluation year, every employee should have goals for which to strive. The university's staff performance evaluation period is May 1, 2020 to April 30, 2021, and we are happy to announce that the SuccessFactors Performance Management Module is open for employees to begin entering and/or importing 2020-2021 performance goals.

Several on-line sessions will be offered in August where employees can refresh their knowledge on goal setting and/or import goals they would like to carry-over from the previous plan year. Managers and supervisors can also now begin cascading cascade goals to employees. Below are several on-line resources. We encourage employees to review the resources provided below and begin the discussion of goals and expectations. Contact Dimples Smith at smid@pfw.edu with any questions regarding goal setting and/or annual evaluations.

Goals Management Resources

- [Introduction to goals management video.](#)
- [Goals management quick reference guide for staff.](#)
- [Introduction to cascading goals video.](#)
- [Goals management quick reference guide for supervisors.](#)

Employee Relations

Protecting Vulnerable Populations from COVID-19

Purdue University Fort Wayne continues to take extraordinary measures to protect the health and safety of students, faculty, and staff during the COVID-19 pandemic.

Purdue University announced a system-wide plan for identifying those in the university community who are most vulnerable to serious illness and the process for making accommodations to provide a safe working environment. Purdue Fort Wayne Human Resources staff collaborated with colleagues at West Lafayette to move forward with implementation of the new protocol, which is effective immediately.

The process, designed to be simple, responsive, and respectful of faculty and staff healthcare privacy, is initiated by a faculty or staff member who believes they are medically vulnerable to serious illness and needs additional assistance on campus. **Faculty and staff who are working remotely or have everything they need to protect them on campus are not required to initiate an assessment.**

Each individual will be asked to self-assess their vulnerability category based on a list of known medical factors that, if not well controlled, can lead to serious illness in an individual who contracts the COVID-19 virus.

Purdue’s Human Resources office has created a [website dedicated to the assessment process](#). The site includes a [secure intake form](#) designed specifically for the Purdue Fort Wayne campus. Employees will be able to assess and self-identify their known risk level based on current [CDC guidelines](#) and reviewed and approved by Purdue University’s medical advisory team and experts.

As the science of COVID-19 continues to evolve, the [Medical Advisory Team](#) will regularly update guidelines, and Purdue will keep employees across the system informed of changes as quickly and clearly as possible.

It is important to note that individuals need not disclose their specific medical factors; they will merely identify themselves on a 1 to 5 scale, with “1” signifying the most medically vulnerable.

Medical Factors that Impact Risk Level	Medical Factors	Age	Vulnerability Level
Autoimmune diseases	One or More	65 & over	1
Suppressed immune disorders			
Serious heart conditions	One or More	30 to 64	2
Chronic lung disease and COPD			
Active cancer treatment or hematological cancers	One or More	18 to 29	2
Persistent asthma			
Diabetes	Only Age	65 & over	3
Pregnancy			
Chronic kidney or liver disease	None	30 to 64	4
Individuals with a body mass index above 40	None	18 to 29	5
Over age 65			

Once an employee has initiated the process, Human Resources will contact them to discuss their workplace, work assignments, and potential adjustments to reduce the risk of COVID-19 exposure. The following are examples of workplace adjustments:

- Remote work
- Alternative work schedule
- Specifically fitted personal protective equipment (PPE)
- Physical alterations to work station, office, or classroom environment

Purdue Fort Wayne recognizes that these adjustments might not be sufficient for all individuals. In those cases in which a particular individual needs more, our Office of Human Resources will work with the individual to obtain medical information and engage in a full interactive process under the Americans with Disabilities Act. This process will help the individual, Human Resources, and the employing department identify workplace accommodations.

Here are Purdue Fort Wayne’s Human Resources contacts:

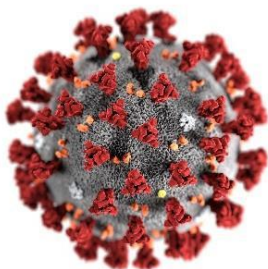
- Melissa Helmsing, Workplace Accommodations, helmsinm@pfw.edu
- Andia Walker, Workplace Accommodations, walkat01@pfw.edu
- Amy Jagger, Americans With Disabilities Act Accommodations, jaggera@pfw.edu

The goal of the adjustment and accommodation process is to enable faculty and staff to work as safely as possible. Please see the list of [Frequently Asked Questions](#) for more details.

Learning and Development

COVID-19 Training

Employee safety is important to the university and the university will require that all faculty and staff – whether working remotely or on campus – complete [COVID-19 Employee Safety Training](#)



by **July 31st**. The training is housed in the SuccessFactors' Learning Management System (LMS) and will show in the "Take Course" list for any employee who has not completed the training. The video is designed to raise awareness about COVID-19 and provides instructions on important hygiene practices that help support the protection of employees and others.

Any Purdue Fort Wayne employee who completed the West Lafayette (WL) video training will be exempted and sent contact information specific to the Fort Wayne campus. Questions regarding accessing SuccessFactors or viewing the online course can be directed to Dimples Smith, smid@pfw.edu.

The presentation, created by Radiological and Environmental Management, was developed in line with the Protect Purdue Implementation Team to ensure that everyone understands their responsibilities for protecting themselves. Questions regarding COVID safety should be emailed to Stephanie Phillips, steels@ipfw.edu.

Purdue Fort Wayne Fort4Fitness Training Program

Virtual Meet-Ups: July 7-30 on Tuesdays at 10 a.m. and Thursdays at 3 p.m.

Have you ever wanted to participate in a walk/run event, but didn't know how to prepare or train for it or maybe you used to participate and you need a refresher? Maybe you're an experienced walker/runner and would like to join a group for social reasons or to share your enthusiasm and offer encouragement. If so, consider joining the Purdue Fort Wayne Fort4Fitness Training Program, a virtual and in-person 12-week program which provides information, training advice, motivation and encouragement as you prepare for the [Fort4Fitness Fall Festival on September 26](#). Everyone is welcome, no matter your current fitness level, walking or running goals or the distance in which you plan to complete on race day.

[Learn more about this program](#) including the topics for the virtual meet-ups, in-person group training in August and September, Fall Fort4Fitness registration, and selecting Purdue Fort Wayne as your charity partner. Please [REGISTER HERE](#) to participate.

Presented by Nick Brand, fitness center manager and Lindsay Bloom, employee health coach. A link for Virtual Meet-Ups will be sent to registrants a few days before the classes begin.



Virtual Lunch and Learn: Living Well for Life

July 28, 11:30 a.m.-12:30 p.m.
Meeting will take place via ZOOM

As people are living longer, it is important that we do everything we can to live well for our entire life. Long life has brought about some health concerns that we didn't have to face many years ago. Living well for life should be our goal, and chiropractic care is one of the ways we can work towards that goal. Presented by Ashley Woldman, Practice Representative, [The Chiropractic Rehab and Wellness Center](#).

As a thank you for coming to the presentation, you will receive a new patient offer to see the doctor for your initial consultation for only \$20*. In fact, we love giving back to the community, and we will donate that \$20 to a local charity! * *Restrictions apply.*

Email Lindsay Bloom at lbloom@pfw.edu to register; Lindsay will send the link for ZOOM meeting a few days before the event.

Wellness

July Wellness Initiatives

HealthKick: A Virtual Lifestyle Education Program

July 13 – August 21

This 6-week virtual education program addresses physical activity, nutrition, creating healthy habits and decreasing stress. Program includes brief daily videos (about five minutes long) Monday-Friday and four health coaching sessions, one the week before the program and then every other week during the program. The HealthKick program is available for benefits-eligible employees and their covered dependents. Class limit: 10 people. To register, email Lindsay Bloom, at lbloom@pfw.edu or go the [Healthy Boiler Portal](#) and click on Engage > Wellness Events. Deadline to register is July 12. [Learn more about this program.](#)