

HEALTH BENEFITS E-NEWS

*Department of Human Resource Management
Office of Health Benefits*

November 28, 2011

Introducing the Health Benefits Program Administration Manual

The Office of Health Benefits is in the process of replacing the *Health Insurance Manual (HIM)* with a new *Health Benefits Program Administration Manual (HBP Admin Manual)* which will serve as the State Health Benefits Program's policy resource for Benefits Administrators. Current HIM sections will be revised by chapter in the new manual. A **Health Benefits Program Administration Manual Transition Matrix** is now posted at www.dhrm.virginia.gov/hbenefits/HPBAdminManual/hbpadminmanualtransitionmatrix.html to provide the update status of all existing HIM sections. At this time, six sections of the HIM have been replaced in this new format with the goal of completely replacing the HIM as soon as possible. In some cases, multiple existing HIM sections will be combined in the new format.

The new format of the HBP Admin Manual will allow the Office of Health Benefits to update each section individually as policy and/or procedural changes occur. In addition to the Transition Matrix, a complete list of HBP Admin Manual Sections will also be available at a later date under the *Resource Center* link for Benefits Administrators.

If you are using a printed copy of the existing HIM, please consult the Transition Matrix to determine if there is updated information for any existing HIM section.

Your input is always appreciated. If you have any comments or suggestions regarding the new format, please send an e-mail to ohb@dhrm.virginia.gov.

Kaiser Permanente to Discontinue Services from GlobalFit Wellness Vendor

All programs and services offered to Kaiser Permanente members by Global Affiliates, Inc., (GlobalFit) will be discontinued as of January 1, 2012. A variety of health and wellness programs and services continue to be available through the *ChooseHealthy®* program offered by American Specialty Health Incorporated (ASH).^{*} A letter about this change has been mailed to state employees and non-Medicare eligible retiree group members enrolled in the Kaiser HMO plan.

The *ChooseHealthy* program is available to members at no cost. It offers a directory of credentialed complementary health care providers, an online store, savings on health products and services, and more. Through the *ChooseHealthy* program, members receive discounts on such services as acupuncture, massage therapy services and chiropractic care. Kaiser Permanente members also have access to *ChooseHealthy* premium programs at no cost, including exercise and meal/nutrition planners, online coaching and health trackers.

For more information, members may visit the Kaiser Permanente web site at www.kp.org/choosehealthy.

^{*} ChooseHealthy is a federally registered trademark of American Specialty Health Incorporated (ASH). Please note that this is a discount program; it is not insurance. Members can access services from any ASH contracted provider; referral from a primary care physician is not required. Members are responsible for paying the discounted fee directly to the contracted provider.