

Steps to Complete Wellness Rate

Step 1: Complete the Health Check Assessment in Virgin Pulse.

Log on to Virgin Pulse by creating an account at join.virginpulse.com/trilogyfit. Call Virgin Pulse Customer Service at 888-671-9395 if you need assistance setting up your account.

Step 2: Complete a biometric screening on your campus. Talk to your ADHS or Staff Development Coordinator (SDC). Off-campus employees should reference the *Paragon Elite/select PCA Pharmacy and Road Warrior Employees* bullet below.

- **Campus, Home Office and PCA Pharmacy Employees (excludes S. IN., IA, FL):**
 - Receive your biometric screening during your campus on-boarding; OR,
 - See your campus Nurse Schedule (SDC) or ADHS to set up an appointment to be screened on campus, usually during campus onboarding.
 - *Employees may use their results from a recent doctor visit by having your doctor's office complete the Virgin Pulse Biometric Screening Verified Form. Access this form under Benefits>Biometric Screening Verified Form and print.*
- **Paragon Elite Campus, S. IN, IA, FL PCA Pharmacy and Road Warrior Employees:**
 - Log on to www.trilogyfit.org.
 - Search **HEALTH>BIOMETRIC SCREENING**
 - Select **PARAGON ELITE and PCA PHARMACY EMPLOYEES**
 - Scroll down & select **REGISTER FOR YOUR LABCORP BIOMETRIC SCREENING.**
 - **Returning Users:** Log in using your established Username & Password. You may need to reset your password. Then select "Offsite Screening" and enter screening key **HWS112** in the "computer box."
 - **New Users:** Click on the "Not Yet Registered" and enter the screening key **HWS112**. Follow the instructions for your Username and Password. Verify the information is correct. Select the "Offsite Screening" icon and enter your zip code to locate the nearest LabCorp facility.
 - **Your cotinine (nicotine) test will be completed as part of the venipuncture biometric screening.**

Register for Biometric Screening

Please select the appropriate link below for instructions regarding registering for biometric screening.

Trilogy Health Campus Employees

Paragon Elite and PCA Pharmacy Employees

For questions contact trilogyfit@trilogyhs.com
or visit us at:
www.trilogyfit.org

Step 3: Show you are Tobacco/Nicotine Free.

- **Campus, Home Office & select PCA Pharmacy Employees ONLY:**
 - Complete an oral swab cotinine test. This is part of the campus biometric screening or can be requested as needed.
 - If you are nicotine free, you have no further steps to take. If you are positive for nicotine, you must complete the Clickotine Tobacco Cessation Program during 2021. Visit the [Tobacco Cessation](http://www.trilogyfit.org) page on www.trilogyfit.org for additional information.

