



Cottingham & Butler

Health Risk Assessments

Welcome Packet

Frequently Asked Questions

myAdvocate360

File a Health Screening: Hartford Benefit

Welcome!



Lifelong Well-being Starts Here

Cottingham & Butler is continuing to team up with HealthCheck360 to expand your benefits package to include a wellness program. You'll receive an email with instructions on how to join the program, but we wanted to tell you a little bit about what you will gain from participating in HealthCheck360.

HealthCheck360 is a wellness company devoted to improving health and overall well-being. HealthCheck360 provides you with the tools, motivation, and support to assist you along your journey to a healthier you. You will receive a personalized, confidential report of your health status after your biometric screening. HealthCheck360 uses the same confidentiality standards as your doctor. From there, you will have access to health coaches who can help you learn more about your results and set personal goals. Keep an eye out for wellness challenges, recipes, webinars, and more to make focusing on your health fun and easy.

Wellness Rewards

In addition to gaining powerful and personalized information about your health and well-being, we will offer wellness rewards for participating fully by September 30th, 2025.

Program Requirements:

- Complete a Biometric Screening
 - All participants have access to complete a LabCorp screening. If you are unable to maintain a scheduled date and time, you are encouraged to utilize LabCorp for your screening.
 - Onsite events will be held in Dubuque, Davenport, Des Moines, Dyersville, Appleton, Madison and Pittsburgh
- Take the short and easy Health Risk Assessment survey

We encourage you to take this opportunity to proactively take control of your health. As you navigate the program, both Cottingham & Butler and HealthCheck360 are here to support you.

Program Overview

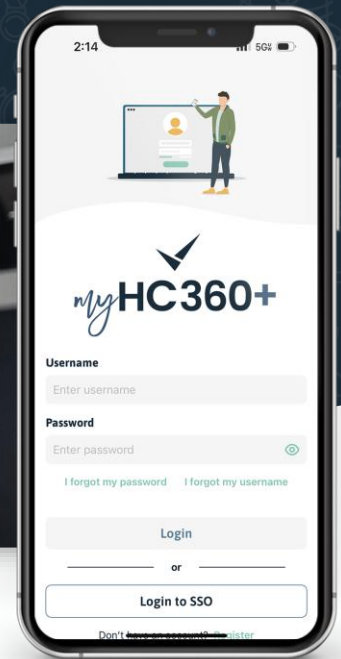
Start Earning Today

Cottingham & Butler is pleased to announce the wellness incentive details for 2026. At Cottingham & Butler, we care about your well-being, and we are committed to helping you achieve a healthy lifestyle. Learning about your current health is valuable information for making improvements and decisions related to your life. We want you to be a healthier, happier version of you.

To be eligible for any 2026 incentives, you must complete the biometric screening and Health Risk Assessment (HRA) Survey in the fall of 2025. Both employees and spouses enrolled in the Cottingham & Butler Health Plan are eligible to receive an incentive towards their monthly medical premiums. The following table outlines the wellness incentive opportunities for employees and spouses on the health plan. The incentive earned is based on the total amount the employee and spouse (if on the health plan) have earned. Complete these steps in 2025 to earn the monthly benefits premium discount in 2026.

New employees hired after August 25th, 2025, will receive the Achiever Incentive of \$30 off the monthly medical premium for the 2026 calendar year.

Incentive Level	Description	Employee Monthly Discount	Spouse Monthly Discount
Elite	To earn Elite status, complete both of the following actions: <ul style="list-style-type: none"> • Biometric Screening with a score of 80 or more OR improve by 5 or more points from prior year • Health Risk Assessment Survey 	\$60	\$60
Achiever	To earn Achiever status, complete both of the following actions: <ul style="list-style-type: none"> • Biometric Screening with a score of 79 or less AND do not improve by 5 or more points from prior year • Health Risk Assessment Survey 	\$30	\$30
Basic	If none or only one part of the requirements are completed, no reward is earned. A couple examples: <ul style="list-style-type: none"> • No participation in Biometric Screening • Health Risk Assessment Survey not completed 	\$0	\$0



Everything at Your Fingertips

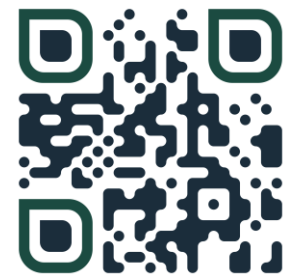
Discover the ultimate benefits with the myHC360+ mobile app. Gain exclusive access, comprehensive support, and advanced health tracking. Begin your journey with the myHC360+ mobile app by following the steps below.

Looking For More How To's On The App?

Visit our [Knowledge Base!](#)

Create Your Account

- Download the myHC360+ mobile app
- Select **Register** and enter your information:
 - Your Company Code is BTLER
 - Your Unique ID is your last 4 SSN
- Complete the form, agree to the terms and conditions and select **Create Account**
- *You will receive an email from HealthCheck360 to confirm your email address. **You must confirm your email address before you can log in, since you will be required to enter an MFA token each time you log in.***
- **Don't have a smart phone?** Log in by visiting [myHC360+](#) on the web



Company Code: BTLER

Unique ID: Last 4 SSN



PRO TIP

Connect A Device from Your App

Get the most from your myHC360+ experience by connecting your wearable device!

Connect a Device

- Select the my profile icon at the top of your screen
- Select **Connect a Device**
- Find your fitness app or device and select **Connect**
- Select the data you want to share and then **Allow**

Complete Your Survey

Complete your Health Risk Assessment survey today. This is a required component to earn an incentive towards your monthly medical premiums from Cottingham & Butler.

Complete Your Health Risk Assessment Survey

- Log in to your myHC360+ app
- First time users need to create a new account by selecting **Register**
 - Your company code is BTLER
 - Your unique identifier is your Last 4 SSN
 - Select **Health Risk Assessment** from the “My To-Do’s” list
- Select **Complete Survey**
- Scroll down to the Health Risk Assessment section and select **Take Assessment**
- Select **Start HRA** to launch the survey

Completion of the survey is required in order to schedule your biometric screening.

FAQ

What if I don't have a smart phone? Log in by visiting my.hc360.app.

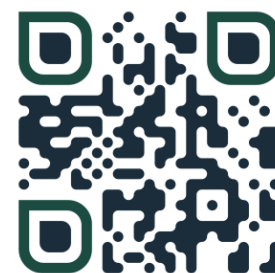
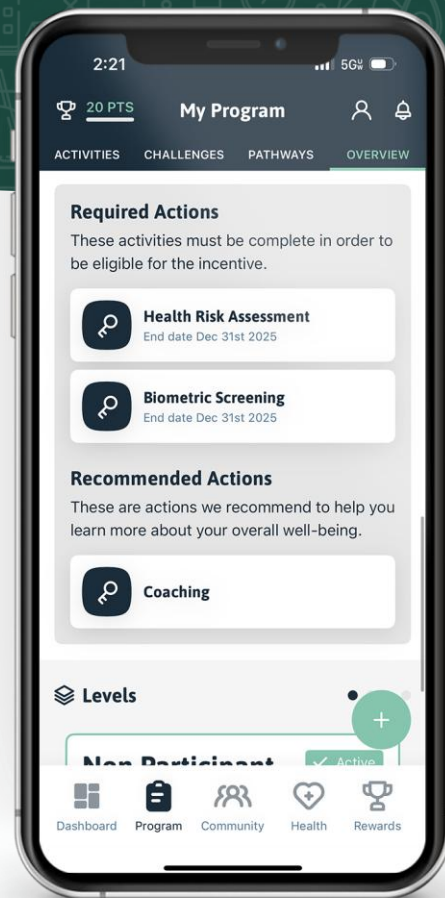
What if I forgot my password or username?

Click on “I forgot my password” or “I forgot my username” and enter the required information. Your reset will be sent to your preferred email.

How long will it take to complete the survey? The survey takes 3-5 minutes and includes questions regarding lifestyle habits. Your answers will not affect your individual score.

Will my results be confidential? HealthCheck360 uses the same confidentiality standards as your doctor. Your results will not be shared with anyone at Cottingham & Butler.

What is the program deadline? All steps must be complete by 09/30/2025.



Company Code: BTLER
Unique ID: Last 4 SSN

Schedule Your Screening

Receive objective, measurable results year-after-year. Complete a biometric screening to be one step closer to earning an incentive towards your monthly medical premiums from Cottingham & Butler.

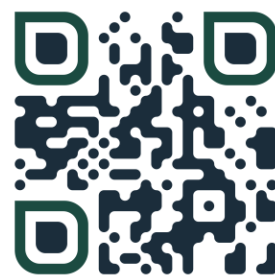
Schedule Your Onsite or LabCorp Screening

- Log in to your myHC360+ app
 - First time users should create an account using the company code and unique ID listed to the right
 - Select the **Biometric Screening** from the **To do** list
 - Select **Manage a Screening**
 - Select Schedule a **Biometric Screening** under the Biometric Screening section
 - Select your preferred option and follow the prompts
- You will receive an email confirmation of your appointment. If you selected an Offsite LabCorp option, please bring your paperwork to your appointment.*

Deadlines and Details

LabCorp is the recommended option for those who may not know their schedule at this time or who may require more flexibility. The deadline to schedule a LabCorp appointment is **September 12th**.

If there is not a LabCorp location near you, please reach out to support@healthcheck360.com to schedule at home screening with a nurse. The deadline to schedule a home screening is **August 25th**.



Company Code: BTLER
Unique ID: Last 4 SSN

Discover the Benefits of Participating



Independence: Customize your involvement based on your interests and needs.



Convenience: Enjoy a flexible program designed for quick and easy participation.

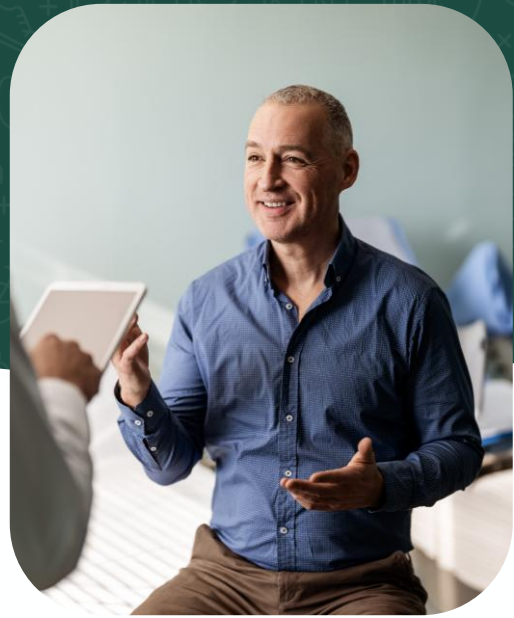


Complete Access: The mobile app allows you to access your program and health results anytime, anywhere.

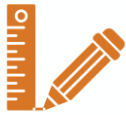


Confidentiality: Your personal results remain confidential and will not be shared with anyone at your company.

What to Expect During Your Biometric Screening



Your biometric screening will consist of body measurements, a quick blood draw, blood pressure reading, and a weight measurement. The below tips will help you complete your screening with ease.



Height:

Stand tall with your back to the height stand and shoes removed when having your height measured.



Blood Pressure

If your blood pressure measures above 120/80, it will be retaken on the opposite arm after the blood draw is complete.



Weight

Remove your shoes, any bulky clothing, and items in your pockets. Stand on the scale provided with your shoes removed and verify your weight looks accurate.



Blood Draw

Drink plenty of water the evening prior and the morning of your screenings.



Waist

Place the measuring tape at your naval and turn 360 degrees. Be sure to keep the tape even and close to your body for an accurate measurement.

Pregnant participants: Please note, we will still need to take your waist measurement.

Tips:

- Wear a short sleeve shirt and remove any clothing with tight sleeves before having your blood pressure measured.
- Don't forget to refuel! Enjoy a nutritious meal after your screening.
- Examiners will record body measurements to the nearest ¼".
- **IMPORTANT:** After your measurements are taken, the examiner will ask you to verify and initial measurements. At this point, you have the opportunity to have these measurements retaken prior to initialing. You will not have another opportunity to adjust the measurements after initialing.

What Tests Are Run?

The following chart includes HealthCheck360's standard panel of tests conducted at your biometric screening.

Biometric	Description	Biometric	Description
Height	Measured from flat foot to top of head.	Weight	Weight recorded in pounds.
Waist	Measurement around your waist that is level with the belly button.	Neck	Circumference of the neck, just below the larynx.
Blood Pressure	Measures the pressure of blood while the heart muscle is contracting and at rest. Test used to evaluate risk of heart disease.	Creatinine	Test used to evaluate kidney function.
BMI	Body mass index (BMI) is a measurement of body fat based on height and weight.	Albumin	Test used to evaluate liver and kidney function.
HDL	High-density lipoprotein (HDL) Included in the standard lipid profile used to identify risk of developing heart disease.	ALP	Alkaline phosphatase (ALP) Enzyme highly concentrated in the liver but also present in bone, intestines, and kidneys. This test is used to evaluate abnormal function of these systems.
LDL	Low-density lipoprotein (LDL). Included in the standard lipid profile used to evaluate risk of heart disease.	Total Protein	Measures the total amount of serum protein, including albumin and globulin.
Triglycerides	Type of fat found in the blood Included in the standard lipid profile used to evaluate risk of heart disease.	ALT	Enzyme highly concentrated in the liver but is also present in the kidneys. This test is used to evaluate organ function.
Cholesterol Ratio	A measure of the total amount of cholesterol in the blood. Included in the standard lipid profile used to evaluate risk of heart disease.	AST	Enzyme highly concentrated in the liver but is also present in the kidneys. This test is used to evaluate organ function.
Glucose (FPG)	Fasting plasma glucose (FPG) measures amount of glucose (sugar) in the blood while in a fasted state.	Bilirubin	Test used to evaluate liver function and/or abnormal blood conditions.
GGT	Gamma-glutamyl transpeptidase (GGT) Enzyme mostly concentrated in the liver, but also present in the gallbladder, spleen, pancreas, and kidneys. This test is used to evaluate organ function.	Globulin	Test that measures liver function and/or non-specific abnormal conditions related to immune health.
Cotinine	Tests for nicotine in the blood.	BUN	Blood urea nitrogen (BUN) is a test used to evaluate kidney function.

Additional Testing

Add-On Testing

The following tests are covered by Cottingham & Butler. Not all individuals will receive these tests.

Biometric	Description	Pricing
A1c	Measurement of blood glucose levels over the previous two to three months.	Covered by Cottingham & Butler
PSA: Prostate-Specific Antigen	Prostate-specific antigen (PSA) is used to evaluate the function of the male prostate gland.	Covered by Cottingham & Butler

Buy-Up Testing

The following tests are buy-up testing options. These tests are not covered by Cottingham & Butler. Upon scheduling for your screening appointment, you will be given the opportunity to elect any of the additional tests listed below. If you choose to elect any, you will be prompted to a separate page where you will be asked to enter your credit card information.

The cost of these tests are your responsibility and will not be reimbursed by Cottingham & Butler.

Biometric	Description	Pricing
CBC: Complete Blood Count	Complete blood count (CBC) measures several components of the blood and used to screen for various health conditions. CBC evaluates your overall health and detect a wide range of disorders, including anemia, infection and leukemia.	\$25.50
TSH: Thyroid-Stimulating Hormone	Thyroid-stimulating hormone (TSH) is used to evaluate thyroid function. This test measures how much TSH is in your blood and can detect hyperthyroidism (overactive thyroid) or hypothyroidism (underactive thyroid).	\$19.75

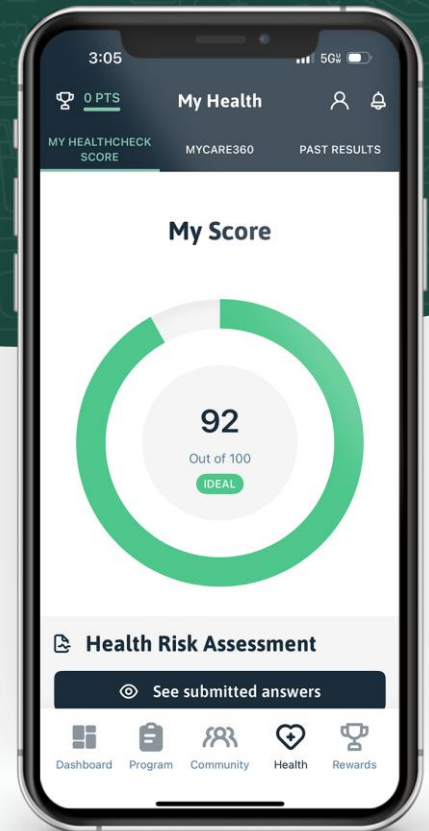
View Your Health Score and Access Your Individual Report

By participating in the HealthCheck360 Wellness program, you have taken a big step in the right direction towards improving your overall health.

Within 7-10 days of completing your biometric screening, you will receive a personalized, confidential report containing your results.

This report breaks down your results to provide you with valuable insight into your

overall health, identifies areas for improvement, and offers suggestions for small adjustments you can make to your daily routine that can make a big difference long-term.



View Your Health Report:

- Log in to your myHC360+ mobile app
- Select the **Health** tab
- Tap on each biometric for more information

Have Questions About Your Health Report?

Health Coaching is a free resource for you! Give the HCC360 team a call at (866) 511-0360 x5099 to get a coaching call scheduled today. Their coaches can help you:

- Understand biometric results
- Become aware of lifestyle habits
- Set attainable health goals
- Gain confidence in your ability to improve your personal health

Share Your Results:

Sharing your results with your physician is easy! Simply bring your myHC360+ mobile app with you to your appointment to show your doctor your recent screening results, or you can fax your results to your physician.

- Log in to your myHC360+ mobile app
- Select the **Health** tab at the bottom of your screen
- Under Biometric Screening select **Fax to a Physician**
- Enter in your contact information and hit **Next**
- Input your physician's information and click **Submit**

How is my Biometric Health Score Calculated?

The results of your biometric screening are evaluated to produce an overall health score. Your Health Score is calculated using the algorithm below, which assigns a risk status and point value to each clinical value range. Your Health Score is the sum of points scored across each of the biometric measurements below.

Scored Biometric	Clinical Value			Risk Status	Value
Body Mass Index (BMI)	18.5 – 24.9			Ideal	16
	25.0 – 29.9			Low	12
	30.0 – 34.9			Moderate	8
	25.0 – 39.9 or <18.5			High	4
	≥40.0			Very High	0
Waist Measurement	Male ≤40 in >40 in	Female ≤35 in >35 in		Ideal	4
			Very High	0	
Blood Pressure	Systolic ≤120	and and	Diastolic ≤80	Ideal	20
	121 – 130		≤80	Low	15
	131 – 139	or	81 – 85	Moderate	10
	131 – 139	or	86 – 89	High	5
	≥140	or	≥90	Very High	0
Total Cholesterol : HDL Ratio	Male <3.5 3.5 – 4.2 4.3 – 5.0 5.1 – 7.3 >7.3	Female <3.4 3.4 – 3.9 4.0 – 4.4 4.5 – 5.7 >5.7		Ideal	8
			Low	6	
			Moderate	4	
			High	2	
			Very High	0	
HDL Cholesterol	≥60			Ideal	4
	50 – 59			Low	3
	46 – 49			Moderate	2
	40 – 45			High	1
	<40			Very High	0
LDL Cholesterol	<100			Ideal	4
	100 – 129			Low	3
	130 – 159			Moderate	2
	160 – 189			High	1
	≥190			Very High	0
Triglycerides	<150			Ideal	4
	150 – 174			Low	3
	175 – 199			Moderate	2
	200 – 499			High	1
	≥500			Very High	0
Glucose or A1c	Glucose <100	or or or or or	A1c <5.7	Ideal	20
	100 – 109		5.7 – 5.8	Low	15
	110 – 119		5.9 – 6.1	Moderate	10
	120 – 125		6.2 – 6.4	High	5
	≥126		≥6.5	Very High	0
Nicotine	Negative			Ideal	20
	Positive			Very High	0



myCare360

The myCare360 program provides education and support for employees and their spouses who are managing a chronic condition. The program is a benefit included with your health plan and is provided at no additional cost to you. You'll receive exclusive access to HealthCheck360's team of clinical experts and support via the easy-to-use mycare360 mobile app.

myCare360 Helps You:

- Stay healthy and manage your condition
- Control your out-of-pocket medical costs
- Learn how recommended care guidelines impact your health
- Have informed conversations with your primary care physician

Conditions Covered Include:

- Diabetes
- High Blood Pressure
- High Cholesterol

Getting Started:

Enrollment in the program is automatic. If you or your spouse are currently managing a chronic condition, you will receive a welcome letter from HealthCheck360 as well as a call from one of our Care Managers.

Stay on Track:

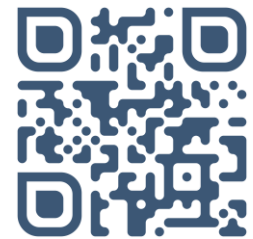
Participants who qualify for the program are contacted each quarter by phone, email, or regular mail.

- Download the mycare360 mobile app to view your progress anytime!
- Company Code: BTLER and Unique ID: Last 4 SSN

Wellness Program:

Condition Management is one part of the Cottingham & Butler Wellness Program. To avoid the medical premium surcharge of \$50 per paycheck in 2026, employees must be compliant with Condition Management. Compliance means being up to date on your medications, office visits, and labs. All information must be received by 09/30/2025.

The biometric screening and survey program is separate from myCare360 program.



*Download the
myCare360 mobile
app today!*

Contact Us

We're Here to Support You Every Step of the Way

HealthCheck360 Support

P. 866.511.0360

E: support@healthcheck360.com

Free Health Coaching

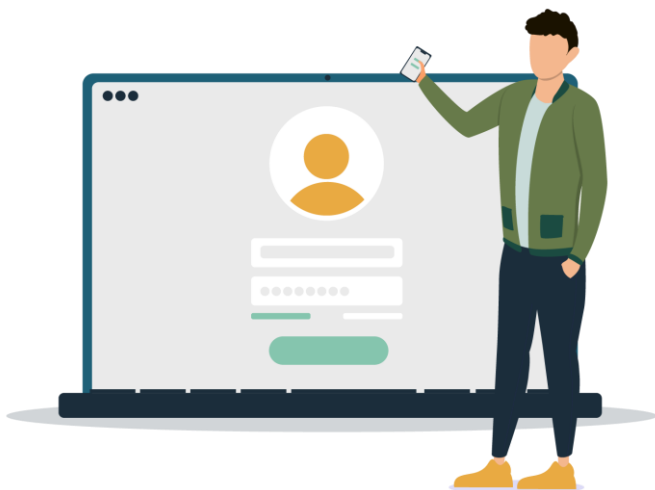
P. 866.511.0360 ext 5099

E: healthcoach@healthcheck360.com

HealthCheck360 Condition Management

P. 866.511.0360 ext 5635

E: conditionmanagement@healthcheck360.com



Want More?

Check out the myHC360+ Knowledge Base for everything you need to know about the myHC360+ mobile app and online portal.

Visit here: [Knowledge Base!](#)

Notice Regarding Wellness Program

Cottingham & Butler sponsors HealthCheck360, a voluntary wellness program available to health plan employees and spouses. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program you will be asked to complete a voluntary health risk assessment or "HRA" that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You will also be asked to complete a biometric screening, which will include a blood test for HDL, LDL, Triglycerides, Total Cholesterol, Glucose, GGT, Cotinine, Creatinine, Albumin, ALP, Total Protein, ALT, AST, GSP, Bilirubin, Globulin, and BUN. The blood test may also include A1c, PSA, TSH. You are not required to complete the HRA or to participate in the blood test or other medical examinations.

However, health plan employee and spouses who choose to participate in the wellness program will receive an incentive of reduced premium rates for completing the biometric screening and health risk assessment survey. The premium differential is greater for those meeting a scoring outcome of 80 or greater or improving the previous year's score by 5 or more points. Although you are not required to complete the HRA or participate in the biometric screening, only health plan employees and spouses who do so will receive the reduced premium rates.

Additional incentives may be available for health plan employees and spouse who participate in certain health-related activities or achieve certain health outcomes of 80 or greater or at least a 5 point improvement on the biometric screening. If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting HealthCheck360 at 1-866-511- 0360 or by 12/31/2025.

The information from your HRA and the results from your biometric screening will be used to provide you with information to help you understand your current health and potential risks and may also be used to offer you services through the wellness program, such as Condition Management services. You also are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and Cottingham & Butler may use aggregate information it collects to design a program based on identified health risks in the workplace, HealthCheck360 will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information is (are) employees of HealthCheck360 in order to provide you with services under the wellness program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the wellness program will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate. If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Maddie Pullen at mpullen@cottinghambutler.com or HealthCheck360 at 866-511-0360 or support@healthcheck360.com.

HRA FREQUENTLY ASKED QUESTIONS



What is a HRA?

A health risk assessment is an opportunity to have a biometric screening as well as measurements completed by a healthcare professional. These results, paired with an individual survey, will provide you detailed information in regards to your health and allow you to make changes to improve or maintain your health. Every participant will receive an individualized report with an in-depth analysis of their health risks through an easy-to-understand Health Score rating system (from low risk to high risk), detailed explanation of risk factors, and recommended actions to be taken to address health risks.



Who can participate?

All full-time and part-time C&B Employees are eligible to complete an HRA, at no cost to the employee. Spouses not enrolled in the C&B Health Insurance may complete the HRA for a fee.

Additionally, employees and spouses on the C&B Health Plan are both each eligible to receive a financial incentive to lower the employee's monthly medical premium through participating in the HRA. It's important to note that the employee and spouse can each achieve their own individual incentive amount, which will be combined and added together to be applied to the monthly incentive to the employee's medical premiums.

If you are unable to meet a health outcome for an incentive under the HealthCheck360 Program, you can work with HealthCheck360 for an opportunity to earn the same incentive through a reasonable alternative process. To speak with a representative about what options are available to you, contact HealthCheck360 at 1-866-511-0360 ext. 5099



Will C&B offer flu shots at the Dubuque HRA's?

Yes, we will be communicating a sign up closer to the events. You will be able to reserve a flu shot in addition to completing your HRA.








What if the onsite times do not work for your Schedule?

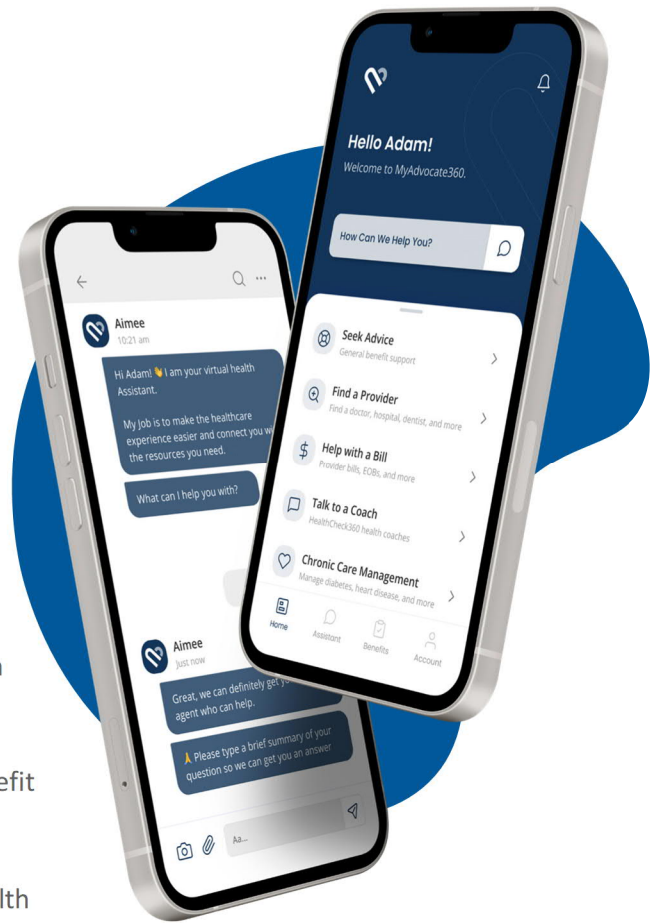
We will be offering LabCorp screenings to many of our regional offices, home office employees, or any other employees who have a preference to go to LabCorp. LabCorp allows you to reschedule at no cost to C&B if you are not able to make your original appointment. If you choose to schedule an onsite screening and need to cancel, C&B still pays the cost of your full appointment. LabCorp is the recommended option for those who may not know their schedule at this time or who may require more flexibility.

We will be hosting HRA events at the below office locations. All other regional offices and remote employees will be able to schedule a time at a LabCorp location near them. Information will be sent separately to those remote employees that are not near a LabCorp office.

Welcome to myAdvocate360

Cottingham & Butler provides all employees and spouses access to myAdvocate360, regardless of health plan enrollment.

-  **Nurse Support** – confidential, unlimited access to Nurse Advocates who can answer medical questions and provide support with complex medical concerns
-  **Insurance Card Information** – available to health plan members
-  **Benefit Plan Details** – medical & non-medical benefit information
-  **Expert Benefit Support** – unlimited access to Health Advocates who can answer general benefit questions
-  **Real-time Deductible & Out of Pocket Maximum Status** – available to health plan members



On a monthly basis, HealthCheck360 will send New Hires an email invitation titled “HealthCheck360 Advocacy User Invitation” to download and register for the myAdvocate360 app.

Contact us: myAdvocate360 Message or Call 1.855.703.2215
Monday – Friday, 8am – 5pm (CST)

TO CREATE YOUR ACCOUNT, YOU NEED...

- Invitation email from “noreply-advocacy@healthcheck360.com”
- Date of Birth
- Last 4 SSN
- Home Zip Code

FILE A HEALTH SCREENING CLAIM WITH CONFIDENCE



HEALTHY LIFESTYLES ARE REWARDED AT THE HARTFORD

Cottingham & Butler offers Accident, Critical Illness and Hospital Indemnity insurance coverage from The Hartford that includes a health screening benefit. You and each of your dependents are eligible to receive a health screening benefit per covered person for each year that you're enrolled in the plan and upon filing a claim.²

And, if you enroll in more than one coverage, one health screening benefit is eligible for each coverage. Check out the list on the next page to determine if your health screening is eligible for the benefit.

THE HARTFORD MAKES IT EASY TO FILE A CLAIM. JUST FOLLOW THESE STEPS:

▶ STEP 1

Review the list on the next page to determine if your health screening may be eligible for the benefit.

▶ STEP 2

Prepare to file your claim.¹ You'll need the following information:

- Name, address and the group policy number;
- Name of the health screening or test performed and the date completed; and
- Details of where the health screening was received and physician contact information (if applicable).

▶ STEP 3 - OVER THE PHONE

- File your claim by calling **866-547-4205**.
- Phones are open Monday through Friday, 8:00am - 6:00pm EST.

▶ STEP 3 - ONLINE

- Visit the Supplemental Insurance Claims Portal at **[TheHartford.com/benefits/myclaim](https://www.thehartford.com/benefits/myclaim)**.
- Register for access if you have not done so already. (Please note: We must have current eligibility from your benefits administrator for you and any dependents to be eligible to register on the portal.)
- Log in to the portal.
- Click on "Complete Your Claim Form Online" under the Quick Links section.
- Follow the prompts to complete and submit a Health Screening Benefit claim.

▶ NEXT STEPS

- Once the claim has been approved, the standard turnaround time for benefits to be paid is between 3-10 business days.³
- Standard mail times will apply (if applicable).

TO FILE YOUR HEALTH SCREENING CLAIM:

CALL THIS NUMBER:

866-547-4205

Monday through Friday,
8:00am - 6:00pm EST

VISIT US ONLINE:

TheHartford.com/benefits/myclaim

(Submit a claim online or download your health screening benefit form here.)

YOU'LL NEED TO PROVIDE:

- Name, address and the group policy number.
- Name of the health screening or test performed and the date completed.
- Details of where the health screening was received and physician contact info (if applicable).

MAIL OR FAX THE DOCUMENTATION TO:

THE HARTFORD
SUPPLEMENTAL INSURANCE
BENEFIT DEPARTMENT

P.O. Box 99906
Grapevine, TX 76099
Fax Number: 469-417-1952

 (Snap a photo with a mobile device to capture information above.)

ELIGIBLE HEALTH SCREENINGS⁴

- Bone Marrow Testing
- CA15-e (cancer antigen 15-3 blood test for breast cancer)
- CA125 (cancer antigen 125 blood test for ovarian cancer)
- CEA (carcinoembryonic antigen blood test for colon cancer)
- Chest X-Ray
- Colonoscopy
- COVID-19 testing when performed by an appropriately licensed medical professional
- Flexible Sigmoidoscopy
- Hemocult Stool Analysis
- Mammography (including breast ultrasound)
- Pap Smear (including ThinPrep Pap Test)
- PSA (prostate specific antigen blood test for prostate cancer)
Serum Protein Electrophoresis
- Biopsy for Skin Cancer
- Blood Test for Triglycerides
- HPV (Human Papillomavirus) Vaccination
- Lipid Panel (total cholesterol count)
- Doppler Screening for Carotids
- Doppler Screening for Peripheral Vascular Disease
- Thermography
- Echocardiogram
- Ultrasound Screening of the Abdominal Aorta for Abdominal Aortic Aneurysms
- EKG
- Stress Test on Bike or Treadmill
- Fasting Blood Glucose Test
- Serum Cholesterol to determine level of HDL & LDL

Coverage availability varies by state. Not all tests are available in all states.

For additional information, call **866-547-4205**
Monday through Friday, **8:00am - 6:00pm EST.**



Business Insurance
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¹ Claims must be submitted within 12 months of screening date.

² Each person must complete an eligible health screening. Benefit payment is once per year, per covered person.

³ Based on average claims turnaround time.

⁴ This document explains the typical Health Screening Benefits covered, but in no way changes or affects the policy as actually issued. For a full list of benefits covered, please refer to your company's policy booklet.

Accident Form Series includes GBD-2000, GBD-2300, or state equivalent. Critical Illness Form Series includes GBD-2600, GBD-2700, GBD-3600, GBD-3700, or state equivalent. Hospital Indemnity Form Series includes GBD-2800, GBD-2900, or state equivalent.

The policy number is 850565

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