

***Quarterly
Human Resources
Communication Forum***

**Thursday
April 27, 2017**



Human Resources

Agenda

Topic	Presenter
Welcome & Announcements	Jamie Payne
Introducing Leslie Robison, Director, HRIM	Jamie Payne
Workplace Dynamics Survey	Jamie Payne
Wellness Update	Rachel Shreffler
Performance Reviews	Jennifer Moody
Alternative Work Schedules	Christa Louthan
Graduate Student Health	Christa Louthan
Coding	Christa Louthan
Benefits Admin System	Christa Louthan
HIPAA Training	Christa Louthan
Open Discussion	All



Welcome, Leslie Robison!

- Director, Human Resources Information Management
- OSU graduate!
- B.S. Business Administration
- Majored in Accounting;
minored in Business Law
- Master Certificate in Project Management for
IS/IT Professions



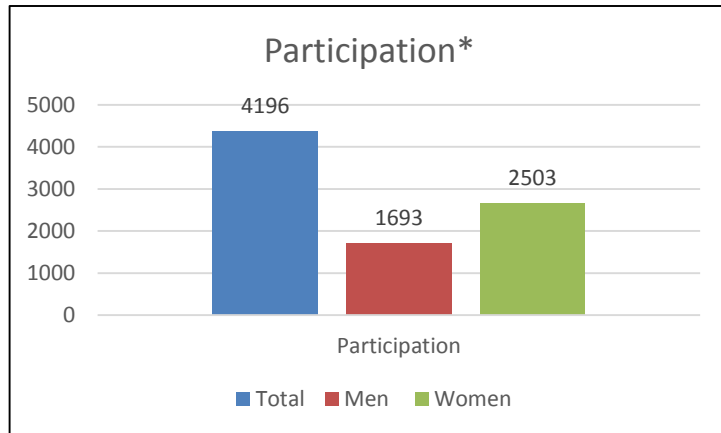
Employee Engagement Survey

- Fall 2016
- 3,205 responses, 55%
- 5,300 comments



Wellness Update

Catapult Health Assessment – Participation



*Average age – 45.2 years

- Incentive for 2017 - \$20.00 monthly premium credit
- 124 clinics across all OSU/A&M campuses
- No longer offer flu vaccinations
- Adding depression screening questions



Livongo[®] – Diabetes Management

Livongo for Diabetes is a new health benefit that makes living with diabetes easier.

Who is eligible:

- Employees and family members with
 - coverage on BCBS health plan and
 - diagnosed with type 1 or type 2 diabetes

What participants receive:

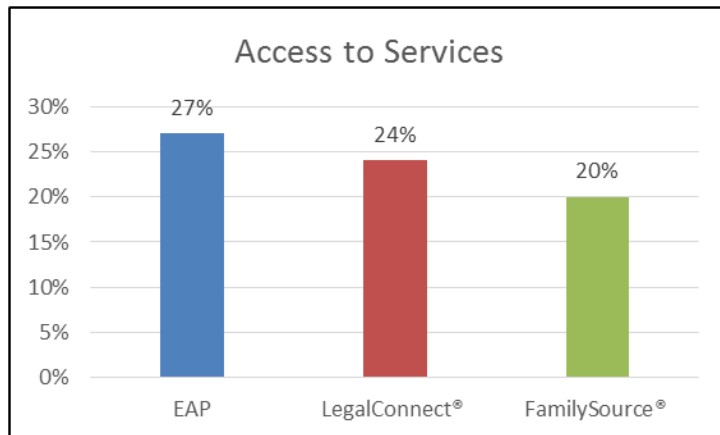
- Connected meter
- Health coaches
- Unlimited test strips at no cost to employee

Current enrollment:

- 251 participants (29% enrollment)



ComPsych® – GuidanceResources®



- 2016 total utilization – 2321
- Top 3 accessed services
 - Employee Assistant Program (counseling services)
 - LegalConnect® (attorney consultation)
 - FamilySource® (work-life solution services)
- Monthly webinar series



Wellness Support

- Fitness Center Subsidy
- Weight Watchers at Work
- Naturally Slim
- Wellness Wednesday
- Choose You
- Colorful Choices
- Family Fitness Events
- Weight Loss Challenges
- Employee Health Fairs



Raise your financial game!
Take the OSU/A&M 2017 Financial Fitness Challenge



OSU/A&M Retirement Program
Achieve financial independence



Human Resources

Performance Reviews

- Annual performance review
- Signed by supervisor and employee
- Copy to employee
- Policy and Procedure 3-0741.3
- Forms: <http://hr.okstate.edu/docfiles>
- Questions? Call your HR Partner, (405) 744-2909

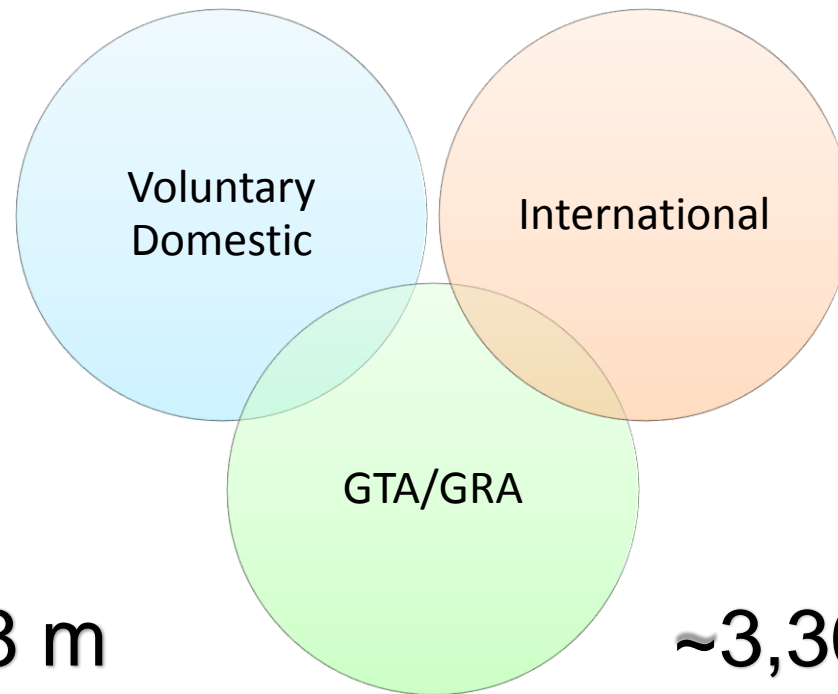


Summer Schedules

- Reduced Hours
 - Alternative Work Schedule
 - EPAF/Continuation of Benefits
- Leave Without Pay (LWOP)
 - Policy 3-0713; 11.1 – requires that all appropriate leave be exhausted prior to status of LWOP



Graduate Student Health



\$4.8 m

~3,300 members



Coding

Graduate Students (GTA/GRA)

- Three prong test
 - Salary level = \$2,080 @ 1.0 FTE
 - 0.5 FTE
 - Enrollment levels
- Timing

Faculty

- Rank/Tenure
 - Procedures in process
 - Need volunteers for review
- Suffixes
 - In process
 - More news to come on EPAF timing



Benefits Administration Software



HIPAA Training

- Now available on LMS
- Employment/Access requirement for select jobs with Personal Health Information (PHI) access



HIPAA for Non-Medical Employers, OSU Required Course

Online Class • SkillSoft • 26 minutes • \$0.00

Request

Assign

Required for employees who have access to any OSU/A&M System group health plan information. OSU/A&M policies regarding this topic are currently under revision. Please visit hr.okstate.edu/HIPAA for more information regarding HIPAA compliance. Many organizations that fit the description of non-medical employers have employees, who by nature of their roles in Human Resources or benefits or health plan administration, have access to the personal and private health information of other



Human Resources

Open Discussion





THANK
YOU!

