

A. H. Belo Biometric Screening Program 2019 FAQ

A Biometric Screening is a combination of measurements that can immediately identify potential risk factors for chronic conditions, like heart disease, hypertension, or diabetes. Knowing your numbers is key to helping you take control of your health. Results from our Biometric Screenings over the past few years show that our participants are listening and working to become healthier. This information shows us that many of our employees took action to become healthier. We want to thank our employees for not only participating in the Biometric Screenings but taking action to reduce their health risks.

The following FAQs are designed to help you understand the 2019 program. Participation in the 2019 program directly impacts whether or not the monthly surcharges will apply to you and/or your covered spouse in 2020. The surcharges will continue to be \$100 per person per month for the wellness surcharge, and \$75 per person per month for the tobacco (cotinine) screening.

1. What am I required to do to avoid monthly surcharges in 2020?

If you were hired prior to July 2, 2018 and are covered under the Company's medical plan:

- You and your covered spouse must have a Biometric Screening including a test for tobacco use (cotinine) comprised of blood work, completed through a blood draw procedure, as well as body measurements
- Complete the screening no later than July 31, 2019
- Wellness Surcharge: You must meet ("pass") three of five defined risk factors (see #2)
 - If you do not "pass" a measure, but your results show at least 10% improvement from your 2018 results, you will be considered as "passing" for that measure. Onsite Diagnostic Health will calculate the 10% improvement
- Tobacco Surcharge: Receive passing credit for no presence of tobacco (cotinine)
 - If you test positive for cotinine or don't complete the screening, the surcharge will apply
 - You can complete the Kick It! program to have the tobacco surcharge waived; you must provide A. H. Belo Benefits with the certificate of completion

If you were hired between July 2, 2018 and May 1, 2019 and are currently covered or enrolled for coverage under the Company's medical plan:

- You and your covered/enrolled spouse must have a Biometric Screening including a test for tobacco use (cotinine) comprised of blood work, completed through a blood draw procedure, as well as body measurements
- Complete the screening no later than July 31, 2019
- Wellness Surcharge: 2019 will be your baseline year, and you will not be required to pass three of five risk factors to avoid a medical premium surcharge in 2020
 - If you don't complete the screening, the wellness surcharge will apply
- Tobacco Surcharge: Receive passing credit for no presence of tobacco (cotinine)
 - If you test positive for cotinine or don't complete the screening, the surcharge will apply
 - You can complete the Kick It! program to have the tobacco surcharge waived; you must provide A. H. Belo Benefits with the certificate of completion

2. What are risk factors that I must pass?

To avoid the wellness surcharge in 2020, you must pass three of the following five risk factors:

- **HDL Cholesterol: ≥ 40 men; ≥ 50 women**
- **Triglycerides: < 150 both men and women**

- **BMI: < 25 (height, weight) both men and women or Waist Measurement: < 35 for women and < 40 for men**
- **Blood Pressure: < 130/85 both men and women**
- **Fasting glucose: < 100 both men and women**

Tobacco use (cotinine) will be a separate factor and the surcharge will apply if the test is positive or if you choose not to participate in the screening:

- **Cotinine (biomarker for tobacco)**

3. Who will be the provider for our Biometric Screening program?

A. H. Belo will continue to use Onsite Health Diagnostics as our provider for the 2019 Biometric Screening. Log into <https://my.onsitehd.com/signup/ahbelo> to register. See question #6 for details.

4. When does the program for 2019 start and end?

The program officially kicks off June 1, 2019 and ends on July 31, 2019.

5. What are my Biometric Screening Options for 2019?

- **Onsite Events:** Onsite Health Diagnostics will provide a limited number of onsite screening events at all of our work locations. Log into <https://my.onsitehd.com/signup/ahbelo> and choose the Onsite Option to view times and places to schedule your screening here at work.
- **Physician Form:** Log into <https://my.onsitehd.com/signup/ahbelo> and choose the Physician Screening option. There are two forms you must print: **1) You must take the Physician Screening Form with you to your doctor's office. 2) You must take the lab requisition form with you to a LabCorp facility to complete the cotinine (tobacco) screening.** Either your physician's office or you will send the completed form to Onsite Health Diagnostics. *If you've already completed your annual well-care physical earlier this calendar year, you can provide the Physician Screening Form to your physician for completion and submission to Onsite Health Diagnostics.* As long as your physician is in our medical plan network and files the blood tests and office visit as your annual well-care physical with our BCBSTX CDHP medical plan, the plan covers the cost at 100% under the preventive care benefit. Most physician's offices do not conduct the screening for cotinine; follow the instructions below to find a LabCorp facility to conduct this test.
- **LabCorp Patient Care Service Center:** You can obtain your screening at a LabCorp Patient Care Service Center. Log into <https://my.onsitehd.com/signup/ahbelo> to choose the Lab Screening option. Print the LabCorp Screening Form to take with you to your LabCorp visit. LabCorp will not conduct your screening without this form.

6. How do I register for the program and choose my screening option?

The website will be open beginning June 1, 2019 for you to select your Biometric Screening Option. All employees and spouses covered under the Company's medical plan should register for the screening online at <https://my.onsitehd.com/signup/ahbelo>. If you are unable to register online, call Onsite Health Diagnostics at 1-877-366-7483 and tell them you are with A. H. Belo. If you register through the call center, you will not be able to view your results online without a valid e-mail address.

As a returning user, choose "Login". Your username is the e-mail address you used when you originally created your account (work or personal e-mail, your choice). There is a link if you've

forgotten your password in order to reset it. Contact Onsite Health Diagnostics at 1-877-366-7483 if you experience problems.

If you did not create an account last year, you will select “Create Account”. You will need to enter your employee ID, first and last name, date of birth, gender, e-mail address, and home address to register. If your spouse is covered under the medical plan and registers for the screening, they will be required to use your employee ID, indicate they are the spouse, and use their own personal information. Your spouse must have his/her own e-mail address. The e-mail address will be each person’s username. Contact Onsite Health Diagnostics at 1-877-366-7483 if you experience problems.

Once you login at <https://my.onsitehd.com/signup/ahbelo>, you will see three screening options: Physician Screening, Onsite Screening, and Lab Screening. If you choose the Onsite Screening or the Lab Screening, a map will appear and you can select the location of the Onsite Screening or Lab Screening that is based on your zip code.

- **For the Onsite Screening option**, select that option and choose the location and the time that best fits your schedule. No laboratory form is necessary.
- **For the Physician Screening option**, select that option, download and print the Physician Screening Form to take to your doctor’s visit, **AND** the lab requisition form to take to a LabCorp facility for the cotinine (tobacco) screening. *(Most physician’s offices do not conduct screenings for cotinine.)* Follow the instructions below to find a LabCorp facility to conduct the cotinine screening.
- **For the Lab Screening option**, select that option, download and print the laboratory form, and take the form with you to your screening. **Without the printed form, LabCorp will not conduct your screening.** View the participating LabCorp Patient Care Centers and write down the address and phone number. **NOTE: Not all LabCorp Patient Service Centers perform the full Biometric Screening test, so be sure that you choose one that is listed on the Onsite Health Diagnostics website.** Call that LabCorp Patient Care Center directly to see if you can walk-in or set up an appointment time.

If you register by phone at 1-877-366-7483 for a Physician or Lab screening, Onsite Health Diagnostics will mail or e-mail the required form to you. **You must take the form with you to your Physician Screening or LabCorp location.**

While it’s not necessary to make an appointment to get your screening at a participating LabCorp facility, it is recommended. They will accept walk-ins, but you may have to wait. If you want to schedule an individual appointment time, you must choose a location listed on the Onsite Health Diagnostics website and call, or go online to www.labcorp.com to schedule an appointment at a participating facility.

7. What should I do to prepare for my Biometric Screening?

You should fast (have nothing to eat or drink other than water) for 8 hours before your scheduled screening appointment to achieve accurate results. Regular medications should be taken normally as instructed by your health care provider. Please avoid alcohol consumption 48 hours prior to your screening. No vigorous exercise 12 hours prior to the screening is also recommended. Be prepared to roll up your sleeves for a blood pressure measurement and remove your shoes to measure height and weight.

8. How will I know what my results are?

All participants are able to review your detailed results online within 10 days of your screening. Login to <https://my.onsitehd.com/signup/ahbelo>. If you received passing credit for the required measures for the Biometric Screening, you will see a green box with a check mark. If you were tobacco (cotinine) free, you will see a green box with a check mark. If the boxes are red with an X, you did not receive passing credit. If you prefer to receive your results via mail, please call Onsite Health Diagnostics at 1-877-366-7483 and your results will be mailed to your home address within 10 days. **NOTE: If the results have not been processed yet, a fail is the default setting because the system has no information to reflect a pass.**

9. What is the appeal process if I don't pass 3 or more measures?

If you do not receive passing credit for three of the five risk factors, there is an appeal process. Once you discuss the measures and your results from the Biometric Screening with your physician, your physician must complete the Physician Affidavit Form in order for you to avoid the wellness surcharge. Obtain the Physician Affidavit Form from <https://my.onsitehd.com/signup/ahbelo> under the Biometric Screening box. You can also call Onsite Health Diagnostics for the form. If appealing, the Physician Affidavit Form must be provided to Onsite Health Diagnostics no later than August 31, 2019. You can either upload the completed form to the Onsite Health Diagnostics website or you or your physician can fax the completed form to 214-203-0395.

If the result of the tobacco (cotinine) test is positive, to avoid the tobacco surcharge, you and/or your spouse must complete a six month Kick It! program offered through Beacon Health Options, our Employee Assistance Program, and provide the certificate to A. H. Belo Benefits. The Kick It! program is paid for by the Company. Call Beacon Health Options at 1-800-435-1986.

10. Why is A. H. Belo taking this approach?

A. H. Belo must continue to manage and reduce risk by encouraging employees to become aware of their health. Biometric Screenings have been very effective at encouraging employees to improve their health and helping companies to better manage health care costs. While A. H. Belo and our employees cannot impact medical inflation and what happens in the marketplace, we can work together to take actions to improve our long-term health.

11. Why should I have a Biometric Screening?

It is important that you have an opportunity to obtain more information and understanding about your personal health risks. The Biometric Screening can help you identify certain potential health risks or medical conditions that you do not know exist. Ninety-five cents of every health care dollar spent in the U.S. is spent on treatment, not prevention. A. H. Belo wants its employees to be more proactive about health and wellness, particularly preventive care.

12. What if I do not participate?

If you choose not to participate in the program, both surcharges will apply to you and your covered spouse. The wellness surcharge will be \$100 per person per month, and the tobacco (cotinine) surcharge will be \$75 per person per month.

13. What is the deadline to complete the Biometric Screening?

You must complete your Biometric Screening no later than **July 31, 2019**. If you submit an appeal, this must be provided to Onsite Health Diagnostics no later than August 31, 2019. Please confirm with Onsite Health Diagnostics that they received the form.

14. How will A. H. Belo know if I've participated or if I passed three of the five risk factors?

Onsite Health Diagnostics will provide a participation report to A. H. Belo listing the employees and spouses who have participated and if three of the five risk factors were passed or not. This report will also include a yes/no for the presence of tobacco (cotinine). *Actual test results are not shared with A. H. Belo.*

15. Will the Biometric Screening and tobacco (cotinine) testing be an annual requirement?

Yes, these have been an annual requirement since 2013 and we anticipate these will be continued. Please be reminded that we offer a tobacco cessation program, Kick It!, through Beacon Health Options. The cost of the Kick It! program is paid for by the Company. Contact Beacon Health Options at 1-800-435-1986.

16. Does Onsite Health Diagnostics comply with the Health Insurance Portability and Accountability Act (HIPAA)?

Yes. Protocols are in place to maintain the confidentiality of your information consistent with Onsite Health Diagnostics Notice of Privacy Practices, which is available online, at time of scheduling, and at the screening event. *By participating in the screening program, you acknowledge and consent to the disclosure of the data and outcomes of your Health Risk Assessment and the test results in accordance with the requirements of the Health Insurance Portability and Accountability Act (HIPAA) and any other applicable laws.*

A. H. Belo will not receive individual results of your Biometric Screening and no results of screening can or will be used for any employment related decision or activity. For purposes of applying the tobacco (cotinine) use surcharge, a simple "pass/fail" result will be provided to assist with plan administration as permitted under HIPAA.

17. Who has access to my biometric information?

Your individual results are kept completely confidential by Onsite Health Diagnostics. A. H. Belo receives statistical analysis of health status of the Company's employees as a group and will also receive confirmation of the presence of tobacco based on results of the cotinine test. **A. H. Belo will NOT have access to your individual results for any other tests performed by Onsite Health Diagnostic or LabCorp.** The statistical analysis will also be shared with A. H. Belo's benefits consultant, Lockton Dunning Benefit Company. We encourage you to share the results of your Biometric Screening with your personal health care provider and discuss steps you can take to improve your overall health if necessary.