

Wellness at AECOM



Wellness activities, points and rewards

Frequently asked questions

Throughout these FAQs and other wellness communications, you'll see references to the wellness discount on 2020 medical plan contributions. Please note that for **most** employees covered by a SCA, collective bargaining agreement and other specified contracts, the wellness discount does not apply. However, you and your covered spouse/domestic partner can still qualify for the Rock Star and Super Star raffles and the NEW Fitness Reimbursement. Also NEW this year, if you are not eligible for a wellness discount and earn 100 wellness points by August 30, 2019, you will receive a \$50 gift card.

Wellness Rewards

What is the wellness discount?

Employees and spouses/domestic partners can each earn a wellness discount on 2020 medical plan contributions. You have from October 1, 2018 until August 30, 2019, to earn 100 points to receive the discount. The specific discount amount will be announced by early Fall 2019 after we determine 2020 costs with our vendors.

Why does AECOM offer a wellness discount?

We want to reward employees and their spouses/domestic partners for making healthy choices, which helps you and AECOM better manage our shared costs.

As an employee, if I don't earn 100 wellness points but my spouse/domestic partner does, will I still be eligible for a discount on my 2020 medical plan contributions?

Yes, you are still eligible for the discount your spouse/domestic partner earns, but **you will not receive the full discount you would get if you each earn 100 wellness points**. Similarly, if you earn 100 points but your spouse/domestic partner does not, you are still eligible for the discount you earn, but you will not receive the full discount you would get if you each earn 100 wellness points.

What is the Rock Star raffle?

Employees and spouses/domestic partners who earn 150 points by August 30, 2019, will be wellness Rock Stars with a chance to win one of many \$250 gift cards.

What is the Super Star raffle?

Employees and spouses/domestic partners who earn 200 points by August 30, 2019, will be wellness Super Stars with a chance to win a \$1,000 gift card.

Where can the gift cards be used?

The gift cards can be used to make purchases at a variety of health and wellness retailers, such as Cabela's, CVS Pharmacy, Foot Locker, Spafinder, Target, Walgreens and more.

Continued ►

How do I qualify for the \$100 Fitness Reimbursement?

You must earn 200 wellness points that include points for completing 6 lifestyle management coaching calls on the same topic by August 31, 2019.

How do I receive reimbursement?

You just pay fitness expenses as you would normally and keep your receipts. After qualifying for the reimbursement, you will receive an email with instructions for submitting your qualified fitness expense receipts. Once your claim is processed, you will be mailed a gift card worth up to \$100 within 30 days.

What expenses are eligible for reimbursement?

Eligible expenses include:

- Gym, fitness center/studio, health club, swim & tennis club memberships and fees
- Fitness and nutrition counseling
- Fitness and sports classes/lessons
- Fitness and sports equipment
- Personal trainer sessions
- Martial arts instruction
- Sports league or team fees
- Weight loss and smoking cessation programs, including memberships
- Yoga, Pilates, and meditation classes
- Exercise or sports equipment for the home or office
- Other fitness gear and clothing

Is the fitness reimbursement taxable?

Yes. The IRS requires fitness reimbursements to be included on your W-2 as earnings and subject to taxes.

Eligibility

Who is eligible for *Wellness at AECOM*?

All U.S. employees and spouses/domestic partners are welcome to use the resources and support provided by *Wellness at AECOM*.

Who is eligible for the 2020 wellness rewards?

Most U.S. benefits-eligible employees and their spouses/domestic partners are eligible for the 2020 wellness discount by earning 100 wellness points by August 30, 2019. Eligibility for the wellness discount varies for certain groups of employees (and their spouses/domestic partners):

- You and your covered spouse/domestic partner automatically qualify for the discount on 2020 medical plan contributions if you are:
 - a **new employee** hired on or after June 15, 2019, or
 - on an **international assignment** or **leave of absence** on or after June 15, 2019.
- For **most** employees covered by a SCA, collective bargaining agreement and other specified contracts, the wellness discount does not apply. However, you and your covered spouse/domestic partner can each receive a \$50 gift card for earning at least 100 wellness points. If you have questions about your eligibility, contact your local HR Manager.

ALL employees and spouses/domestic partners can earn :

- 150 points to be entered into the wellness Rock Star raffle for a chance to win one of many \$250 gift cards.
- 200 points to be entered into the wellness Super Star raffle for a chance to win a \$1,000 gift card.
- 200 points that include points for completing 6 lifestyle management coaching calls on the same topic to be eligible for up to a \$100 Fitness Reimbursement.

If I am not eligible for a wellness discount due to a bargaining agreement or other contract, can I still participate in the wellness program?

Yes. If you and your covered spouse/domestic partner are not eligible for a wellness discount, you are still encouraged to participate. If you earn 100 wellness points by August 30, 2019, you will receive a \$50 gift card.

Continued ►

Does my spouse/domestic partner have to enroll in an AECOM medical plan in 2020 to receive the 2020 spouse/domestic partner wellness discount?

Yes, if your spouse/domestic partner earns 100 wellness points by August 30, 2019, the 2020 spouse/domestic partner wellness discount only applies if your spouse/domestic partner enrolls in an AECOM medical plan for 2020. If your spouse/domestic partner does not enroll in a medical plan for 2020, the spouse/domestic partner wellness discount will not apply.

Can my spouse/domestic partner participate in wellness activities and earn wellness points even if they are not currently enrolled in an AECOM medical plan?

Yes, even if your spouse/domestic partner isn't currently enrolled in an AECOM medical plan, it's a good idea for them to participate in wellness activities to help them be well. Plus, if they earn 100 wellness points by August 30, 2019, they will be eligible for the wellness discount if they choose to join an AECOM medical plan for 2020. If they don't earn 100 points by August 30, 2019 and join an AECOM medical plan in 2020, they will not be eligible for the wellness discount.

Your spouse/domestic partner can also earn wellness rewards, including the chance to win one of many \$250 gift cards by achieving Rock Star status (150 points) or a \$1,000 gift card by achieving Super Star status (200 points). And, if they earn 200 points that include wellness points for completing 6 lifestyle management coaching calls on the same topic, they can qualify for a \$100 Fitness Reimbursement.

If my spouse/domestic partner who is not currently enrolled in an AECOM medical plan didn't earn 100 wellness points in 2018, will they be eligible for a wellness discount if they join an AECOM medical plan for 2019?

No, if your spouse/domestic partner joins an AECOM medical plan for 2019 and did not earn 100 wellness points by August 31, 2018, they will not be eligible for the the 2019 wellness discount.

Participation

What do I have to do to participate in and complete *Wellness at AECOM*?

Register at the [wellness website](#), confirm your email (if prompted to do so) and start earning wellness points. Log your activities on the [wellness website](#) by August 30, 2019.

Why should I participate?

When you participate in *Wellness at AECOM*, you have access to free wellness programs and resources, which can help you improve or maintain your physical, financial and emotional health. In addition, you can earn wellness rewards, including the wellness discount, as well as the opportunity to win one of many \$250 gift cards if you achieve Rock Star status (150 points) or a \$1,000 gift card if you achieve Super Star status (200 points). You can also qualify for a \$100 Fitness Reimbursement.

I participated in last year's wellness program. Do I have to participate again this year to receive a discount?

Yes. If you want to receive the wellness discount on your 2020 medical plan contributions, you will need to earn 100 wellness points by August 30, 2019, even if you completed some of the same activities last year. If covered by an AECOM medical plan, your spouse/domestic partner should also participate to receive an additional wellness discount.

Is everyone required to participate?

We hope everyone will embrace our culture of wellness, but *Wellness at AECOM* is a voluntary program and no one is required to participate, including your spouse/domestic partner.

I'm not enrolled in a company medical plan. Should I still participate?

Even if you are not currently covered by an AECOM medical plan or think you will opt out of AECOM coverage next year, it's still a good idea to participate. Not only can you improve your health and well-being, but your circumstances could change. If the unexpected happens and you need to elect AECOM medical coverage in 2020, you will receive the wellness discount if you — and your spouse/domestic partner, if applicable — each earn 100 wellness points by August 30, 2019. Here are some examples of how your circumstances could change:

- If you are an AECOM employee currently covered under your spouse/domestic partner's medical plan, that coverage could end if your spouse/domestic partner leaves his/her current employer or if you experience a change in family status.
- If you are a spouse/domestic partner currently covered under your own employer's medical plan, that coverage could end due to a change in your employment status and you may need to enroll in an AECOM medical plan in 2020.

Plus, if you earn 150 wellness points, you will become a wellness Rock Star with a chance to win one of many \$250 gift cards. If you earn 200 wellness points, you will become a wellness Super Star with a chance to win a \$1,000 gift card.

StayWell

Who administers the wellness program for AECOM?

Our wellness partner is StayWell®, one of the nation's leading health engagement companies dedicated to helping people engage in making positive health care decisions. StayWell:

- Administers the wellness website and online health assessment
- Generates and interprets personalized results reports
- Coordinates with Quest Diagnostics in conducting biometric screenings on-site and at Quest labs
- Provides personalized health coaching and self-directed coaching
- Administers online classrooms, workshops, series and programs
- Offers a wide array of tools and resources that can help you be well
- Maintains all your personal health information independently from AECOM in compliance with all HIPAA and other federal and state privacy laws.

StayWell is a registered trademark of The StayWell Company, LLC.

How will StayWell keep my personal information private?

AECOM has the highest respect for your privacy. Any personal information you provide while participating in *Wellness at AECOM* will be available only to StayWell and will be treated in a safe, secure and confidential manner that is fully compliant with state and federal privacy laws, including HIPAA. At no time will AECOM receive any employee-specific personal information, nor will AECOM be privy to any aspect of your participation other than whether you've completed the program components and are eligible for wellness rewards.

Wellness activities

What activities can I choose from?

Complete any combination of wellness activities, in any order you'd like. Visit the [wellness website](#) for details about all the activities available and the points you'll earn by completing them.

Do I have to complete the online health assessment?

No, it is no longer a required activity to receive the wellness discount, but it is still a good idea to begin with the online health assessment to identify your current health risks and recommended action steps. Your health assessment results can help you decide which additional wellness activities you might want to participate in. Complete it by March 31, 2019 for 25 points, or April 1 through August 30, 2019 for 15 points.

Can I complete my online health assessment if I don't have my biometric screening numbers?

You can complete the assessment without your biometric screening numbers, but it is more accurate if you can provide your current biometric screening numbers. Consider getting a biometric screening, too — you'll earn 30 more points for it and, if at least three of your biometric screening results are within healthy target ranges, you could automatically earn additional Fit Pass points. If you participate in an official *Wellness at AECOM* biometric screening (on-site, at a participating Quest Lab or from your doctor using the *Physician Results Form*), your results will automatically be submitted to your health assessment. Those results will override any results you may have already provided.

Is a biometric screening required?

No, the biometric screening is optional. However, getting your biometric screening numbers provides a more complete snapshot of your health and you will earn an additional 30 wellness points, with an opportunity to earn up to 40 more Fit Pass points if three or four of your biometric screening results are within healthy target ranges. See the [Screenings FAQs](#) for details.

What if I'm healthy, but my biometric screening results aren't within the healthy target ranges for Fit Pass points?

While the healthy target ranges for biometric screenings results are valuable guidelines for identifying potential health risks, we understand that there are unique individual situations. There are lots of other ways to earn points. Also, if your initial biometric screening results aren't within the healthy target ranges, you can re-take the biometric screening after 60 days if you'd like as long as you submit your new results by August 30, 2019. See the [Screenings FAQs](#) for details.

Are my health assessment and biometric screening results confidential?

AECOM has the highest respect for your privacy. Our *Wellness at AECOM* partners will handle the information you provide with the utmost confidentiality. No one from AECOM ever has access to your personal health information. You are always fully protected by health privacy laws.

Why aren't spouses/domestic partners eligible for the on-site screenings?

Due to building security at some AECOM locations, spouses/domestic partners cannot attend the on-site biometric screenings. However, they can receive a free biometric screening at a participating Quest Lab or from their doctor. See the [Screenings FAQs](#) for details.

If I run an AECOM-sponsored 5k, can I get the five 5 Corporate Responsibility points AND the 10 Your Own Way points for the one activity?

Yes, you can earn "double" points if you participate in these activities.

Tracking wellness points

How will I track my points?

The [wellness website](#) includes a tracker, under the MY PROGRESS tab, where you can view your points.

- For online and self-reported activities, your points should show within a few hours of completing or recording the activity.
- For biometric screenings, your points will show up within 10 business days.
- For other activities, the timing may vary.

If your points are not showing up after the appropriate wait time, call StayWell for assistance at 800.493.5980.

Wellness website and other resources

How do I access the wellness website?

You can access the site through your [personalized benefits account](#) (once you log in click the Wellness at AECOM tile, and you'll automatically be logged in the the wellness website). You can also log in to www.AECOMwellness.staywell.com.

Why do I need to provide the last four digits of my SSN when contacting StayWell? Is the information secure?

We understand concerns over personal privacy. AECOM treats the security of its employee and spouse/domestic partner information with utmost concern and takes appropriate measures to protect your data. Our wellness service provider, StayWell, and AECOM jointly developed the requirements for uniquely identifying wellness participants in the StayWell system.

The use of first name only, along with the last four digits of the Social Security number and date of birth, provides sufficient means to authenticate the identity of each participant and avoid identification errors (or "situations of mistaken identity"). The use of the last four digits of one's Social Security number is a common industry practice and presents minimal privacy risk. The complete Social Security number should not be requested (or provided) and no other identification numbers are needed or requested on the StayWell site. If you are asked for your full Social Security number, please do not provide it.

AECOM conducted key due diligence on StayWell (as well as on all of its third-party vendors), and StayWell has demonstrated to AECOM that it has appropriate security measures in place and a track record of HIPAA-compliant safeguarding of Protected Health Information. AECOM has an established practice of conducting due diligence on vendors that handle employee data. All previous wellness vendors are under the same scrutiny by AECOM and are also required by law to protect your personally identifiable information. Should you have any further questions about your personal data, please contact your geography or regional HR Business Partner.

If my spouse/domestic partner is not enrolled in AECOM benefits, who do I contact about adding them for Wellness at AECOM eligibility?

Call the AECOM Benefits Service Center at **844.779.9567** (+ 1 312.843.5091 outside the U.S.), between 8 a.m. and 8 p.m. CST, Monday through Friday.

I'm having trouble with the wellness website. What should I do?

Call the StayWell HelpLine at 800.493.5980, Monday – Thursday: 8 a.m. – 8 p.m. CST, Friday: 8 a.m. – 6 p.m. CST, Saturday: 8 a.m. – 1 p.m. CST.

Who do I contact if I have questions about Wellness at AECOM?

Call the StayWell HelpLine at 800.493.5980, Monday – Thursday: 8 a.m. – 8 p.m. CST, Friday: 8 a.m. – 6 p.m. CST, Saturday: 8 a.m. – 1 p.m. CST. For non-technical questions, you can also send an email to the AECOM wellness email box at wellness@AECOM.com.

*New employees hired on or after June 15, 2019, and employees on an international assignment or leave of absence on or after June 15, 2019 (and their spouses/domestic partners), will automatically qualify for a 2020 wellness discount. For **most** employees covered by a SCA, collective bargaining agreement and other specified contracts, the wellness discount does not apply. However, you and your covered spouse/domestic partner can each receive a \$50 gift card for earning at least 100 wellness points. If you have questions about your eligibility, contact your local HR Manager.*

AECOM has the highest respect for your privacy. Please be assured that Wellness at AECOM is delivered in a safe, secure and confidential environment. AECOM is not privy to any aspect of your participation other than whether you qualify for any wellness rewards.