

The Minnesota Annual Conference of the United Methodist Church and the
Conference Health Plan present



Health Promotion Program Description

VISION

Our vision is to have mental, physical and spiritual health quality the best it can be for the leaders of the United Methodist Church in Minnesota, so they may effectively meet their personal and work responsibilities, goals, and challenges, both now and into their retirement.

The Amazing PACE is offered at no charge as a component of the Health Plan for all adult Health Plan enrollees. The Minnesota Annual Conference of the United Methodist Church has agreed to offer the Amazing PACE to any adult who attends a United Methodist Church in the State of Minnesota “at cost.”

GOALS

- Further the goals of personal and congregational transformation by promoting regular physical activity.
- Measure progress and ensure accountability among PACERs.
- Create and promote a culture of wellness in our Conference and in the churches we serve, in part by communicating our successes.
- Foster a sense of community and “team spirit” for Districts in the Conference.
- Reduce future cost increases for the Conference Health Plan.



I. INTRODUCTION

In the Amazing PACE, Pacers gradually increase physical activity and build support networks for sustaining regular physical activity by wearing and uploading PACE pedometers on a regular basis. Pacers complete “virtual journeys” as their steps and miles add up, and they receive weekly email postcards from the destinations they have reached. A major focus of the Amazing PACE is the concept of a group wellness journey undertaken by District Teams. By signing a Covenant, each Pacer commits to remain accountable to other Pacers in his or her District Team, and fellow Teammates are alerted when a Pacer has not uploaded the PACE pedometer within a designated period of time. Moreover, volunteer “Care Teams” make special efforts to contact “missing in action” Pacers and read them the encouragement messages the MIA Pacer selected during the enrollment process.

District Teams are recognized for their accomplishments by Conference leadership at the end of each journey, and individual Pacers may also be recognized for their special efforts. One form of ongoing recognition of individual efforts is each Pacer’s HealthBux® Investment Account. Specific measurement and behavior goals are established each year, and Pacers who meet these goals receive HealthBux® Investment “Credit” in a personal Investment Account on the website. This imaginary account symbolizes that regular physical activity and other health promoting behaviors are “investments in yourself” that yield miraculous dividends: health improvement, increased energy, increased memory and focus, better sleep, improved mood, reduced stress, and improved relationships.

II. FREQUENTLY ASKED QUESTIONS

A. What is the Amazing PACE? This is the name of the Minnesota Conference health promotion program that features four established “virtual walking journeys” per year and uses uploadable pedometers, an interactive website, and weekly email postcards to promote regular physical activity, teamwork and prove the effectiveness of the program. The At-A-Glance Chart attached as Exhibit A provides current journeys and goals. The Amazing PACE is a GROUP wellness journey. All PACERS are required to enter into the Amazing PACE Covenant (Exhibit B), in which they affirm their commitment to remain accountable to other PACERS and themselves as they gradually increase physical activity levels (if appropriate), regularly wear and upload the PACE pedometer, complete blood pressure and weight screenings quarterly, and encourage each other through prayer and support.

B. What are HealthBux® Investment Credits? How will my goal achievements be reported? Participants in the Amazing PACE (PACERS) are considered to “invest” a pretend currency – HealthBux® - by completing certain goals on each journey. HealthBux® are not a form of cash, nor are they redeemable for awards.

The Amazing PACE sets goals in the following areas: **Movement, Measurement and Meet-Ups.** The HealthBux® values and goals are described in Exhibit A.

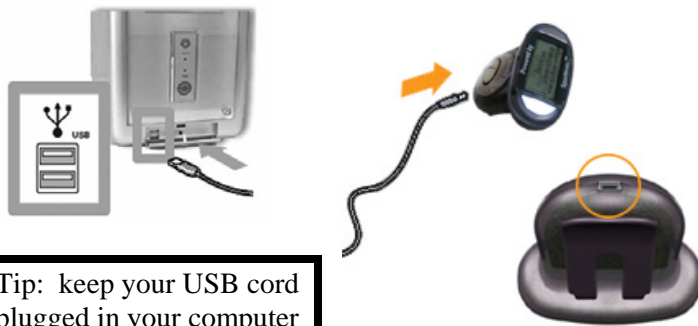
- **Movement and Connection!** – Wearing the PACE pedometer, uploading it weekly, and following the current Journey itinerary connects us on our wellness journey. Each time you upload your pedometer, you will see that you are not alone – that every step counts for your District Team, and you are walking along with hundreds of Amazing PACERS.
- **Measurement** –MEASURING key health factors shows us the real dividends of our investments in ourselves: improved health and energy! We use the Annual Conference health screening, enrollment, health and activity questionnaire and end-of-journey evaluations to measure the following factors: blood pressure, weight, BMI, blood sugar management,

cholesterol levels, sleep and eating habits. These measurements also help us demonstrate the effectiveness of the Amazing PACE.

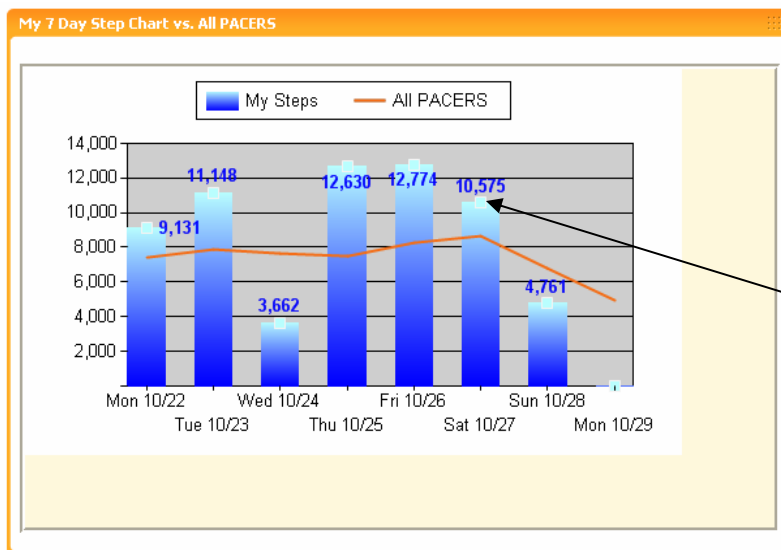
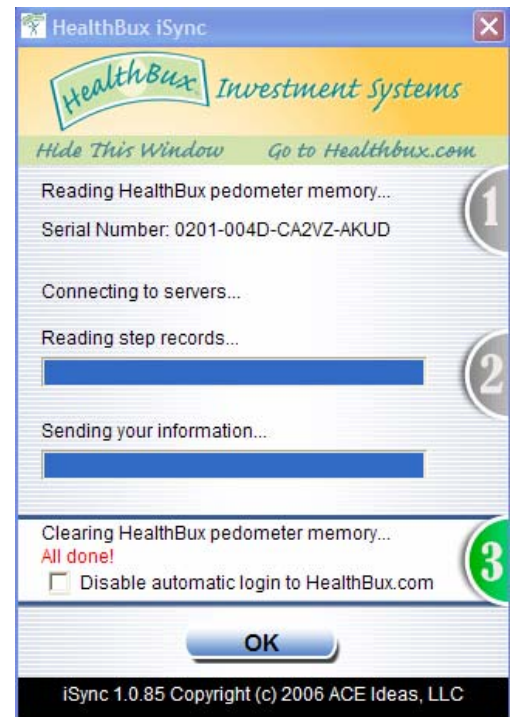
- **Meet-Ups** – By meeting at Fun Walks, we support each other in maintaining a physically active lifestyle.

C. What is the HealthBux® Isync Software? The Amazing PACE uses HealthBux isync software to connect all Amazing PACERS through their daily steps. Before you can send your steps to the Amazing PACE, you must download this software to your home or office computer running Windows 98 or higher (it will not work on a Macintosh computer). Instructions will be provided with your PACE pack.

How do I know if my steps have been sent? The software sends your steps from your PACE pedometer to the Amazing PACE website when you connect the small end of the USB cord into the PACE pedometer and the large end into the USB port on your computer. When you see the red message “All done!” it means your steps have been sent.



Tip: keep your USB cord plugged in your computer all the time!



Once you login, your daily steps will appear as blue bars and the daily step average for other PACERS will appear as an orange line.

How do my steps count toward my Team’s mileage and towards my Team’s “Walking the Walk” report? Every time you upload your pedometer, your steps will be sent to your Team’s mileage log and “Walking the Walk” report. Also, your Teammates will see that you are an active PACER (not “Missing in Action”).

How do my steps count toward my Team’s District Challenge reports? Every time you upload your pedometer, your steps will be credited to your Team for purposes of any District Challenges. Also, your Teammates will see that you are an active PACER (not “Missing in Action”).

How does it help other PACERs and my Team if I upload my steps regularly? Remember, the purpose of wearing the pedometer and uploading regularly is to stay accountable and connected to other PACERs and to examine with rigorous honesty our daily physical activity levels. Every time you upload the pedometer you tell your Team *“I am still committed to my wellness journey! Even though I am busy, I am walking just like you!”*

The Team Roster on your “My Team” page provides a list of the names, email addresses and phone numbers of your fellow Teammates. You are encouraged to pray for your Teammates and support them on the journey.

What happens if I don’t upload my steps regularly?

If you do not upload your pedometer for two weeks, you will be flagged as “Missing in Action” on your Team Roster (found on the “My Team” tab under the Home page) and your fellow Teammates will be encouraged to support you with an email or phone call.

Account, Demo



It will also be hard for you to keep track of your progress toward the mileage goals, and could be discouraging for Teammates who may think you have quit the journey.

D. What is in the PACE Pack? The PACE Pack is the packet that includes your PACE pedometer and a pedometer belt (for women only). The PACE Pack will be available at Annual Conference. PACE Packs will be mailed to those who enroll after Annual Conference.

What is the PACE Pedometer? The PACE pedometer records steps and stores them in its memory until the pedometer is connected to the internet.



What if my pedometer stops working? Usually this means that you need to upload the pedometer and clear the memory.

What if I lose or break my pedometer? The key to protecting your pedometer is to 1) wear it every day, all day and 2) always clip the safety strap on to your belt loop or waistband. If your safety strap clip becomes loose, contact support@lifebux.com to order another one ASAP. Contact support@lifebux.com immediately to report a lost or broken pedometer. If you make the report within 7 days, you will receive credit for the steps that go unrecorded while you await your replacement. (Your average daily steps from the previous 7 day period will be used).

Once it is calibrated, your PACE pedometer will measure calories burned, miles walked and time!

What is the PACE Pedometer belt? In order to make sure ladies can wear the pedometer in dresses, they will receive a PACE pedometer belt along with the pedometer. This can easily be worn under any garment, so the pedometer properly counts steps.

E. What is the Journey Itinerary? There are four journeys during the Amazing PACE. Each journey reflects a mileage goal based on miles walked during epic journeys. Information about the destinations are included in the e-postcards you receive as you pass the destinations.¹ Each itinerary reflects a gradual increase in daily average steps week-by-week, as recommended by top experts in the field of exercise science. The journey itineraries are posted on the Amazing PACE website under the tab "Journey." Example:



Egypt Expeditions
Basic PACE Itinerary: 260.5
miles in 12 weeks

Daily step goal	Weekly step goal	Cumulative Miles	Destinations
3,500	24,500 (12.25)	12.25	Dothan
4,000	28,000 (14)	26.25	
4,500	31,500 (15.75)	42	
5,000	35,000 (17.5)	59.5	The Negev Desert
5,500	38,500 (19.25)	78.75	
6,000	42,000 (21)	99.75	The Negev Desert
6,500	45,500 (22.5)	122.25	
7,000	49,000 (24.5)	146.75	Kadesh
7,500	52,500 (26.25)	173	The Negev Desert
8,000	56,000 (28)	199.25	
8,500	59,500 (29.75)	229	Land of Goshen,
9,000	63,000 (31.5)	260.5	Egypt

F. What if I get hurt or can't walk enough to meet the step goal/mileage goal for the week?

If you have a tough week and don't meet your step goal for the week, you can make it up later in the journey or just focus on wearing the pedometer every day to help your Team meet District Challenges for participation. If you do not upload your pedometer for more than two weeks, your name will be flagged as "Missing in Action" on your Team Roster and your Teammates will be encouraged to reach out to you.

G. What if I don't make my mileage goal for the journey?

If you can't or don't make your mileage goal for the journey, we encourage you to reach out to others and keep wearing the pedometer. Every day you wear the pedometer counts for your Team's participation goals!

¹ Each journey is designed to increase the daily average steps walked (or run) per week by 500 until the PACER reaches a moderately or highly active level of physical activity. This reflects the recommendations of top experts in the field of exercise science. For an added challenge, PACERs who are already moderately or highly physically active may elect to complete a Challenge itinerary.

H. What about Risks? CONSENT/ACCEPTANCE OF RISK

Enrollment in the Amazing PACE includes a statement that you accept the risk of any physical activity you engage in as a result of the program. If you are ever injured or ill, follow your doctor's directions about physical activity levels. But keep wearing the pedometer and uploading it, regardless of how much you walk!

I. What happens with my health information? Who can see it? How is it protected?

The Amazing PACE Information Privacy and Use Notice is attached as Exhibit C.

III. ELIGIBILITY

Every covered employee/retiree and covered spouse enrolled in the Conference Health Plan is also eligible for the Amazing PACE at no charge.

Any adult attending a United Methodist Church in Minnesota is eligible to participate in the Amazing PACE on a "self-pay" basis. Current pricing is set forth on the Amazing PACE website. The entire fee must be paid in advance through our online or telephone credit card system.

Participation is strictly voluntary.

IV. PROGRAM DEVELOPMENT AND MANAGEMENT; OTHER RECOGNITION

Minnesota's Amazing PACE Program was developed by LifeBux, LLC, an authorized licensee of HealthBux® technology and copyrighted materials, and the Minnesota Conference Wellness Task Force. Questions or concerns about the *design* of the Program should be directed to the Administrator for the Program, Jean Edin.

The Amazing PACE is administered by LifeBux, LLC and its alliance partner, Health Cost and Risk Management (data analysis and effectiveness determinations). Questions or concerns about the *administration* of the Program should be directed to Lee Burdine, LifeBux, LLC at lee@lifebux.com or 1-800-748-9697 x201 or support@lifebux.com.

There may be additional challenges and recognition events that use step data or HealthBux investment data derived from the Amazing PACE. These events will be posted on <http://MNamazingpace.healthbux.com>.

Other supporters and friends of the Conference may offer discounts or prizes to individuals or groups based on their walking achievements or HealthBux® earnings. These forms of recognition are not part of the Conference Health Plan. However, it is the policy of the Amazing PACE to provide reporting necessary to determine eligibility for such additional recognition.

Exhibit A: The Amazing PACE 2008-2009

2008-2009 Journeys

Leadership Challenge (Invited Leaders Only): 69 miles from Minneapolis to St. Cloud
May 4 – May 24

District Team Round-Up (Optional Warm-Up Walk): 103 miles from St. Cloud to your District Office
May 25-June 30

Sacred Path of Genesis: 184 miles through Beersheba, Mt. Moriah, Hebron, Bethel and Shechem
July 1 – September 8

Egypt Expeditions: 260 miles through Dothan, Negev Desert, Kadesh, Land of Goshen
September 9-December 1

Jesus' Journeys: 263 miles through Bethlehem, Jordan River, Judean Wilderness, Nazareth, Capernaum, Ceasarea at Phillipi, Jerusalem
December 2 – February 23

John Wesley Walks: 258 miles through Stroud, Oxford, London, Kent, Norwich
February 24-May 24

District Challenges: At the end of each Journey, an award will be presented to the top two Districts in the following categories: Highest percentage of **journey completion**; Highest percentage of **pedometer usage**.

2008-2009 "Invest in Yourself" Goals

These "HealthBux Investments" will appear on your personal Account Statement to remind you that investing in yourself is like investing in the future – it will reap priceless dividends!

When?	What?	Value
Starting May 10, 2008	Complete Three Steps of Enrollment	5,000 HealthBux
Annual Conference, 2008	Complete Health Screening and Proof of Screening Form	5,000 HealthBux
Annual Conference-May 27 at 3:00	Complete 3 mile Fun Walk and Proof of Fun Walk Form	10,000 HealthBux
January, 2009 Gateway Retreat	Complete Indoor Fun Walk and Proof of Fun Walk Form	10,000 HealthBux
Once per Journey	Complete Blood Pressure, Weight screening and Record on the "My Reports" page of the site.	1,500 HealthBux
Once per Journey	Achieve the Mileage Goal or the 95% Days Worn Goal	10,000 HealthBux
Once per Journey	Attend a Care Team phone meeting and complete attendance form	5,000 HealthBux
During the Last Two Weeks of each Journey	Complete End of Journey Evaluation Form and Vote for "Most Encouraging and Helpful" PACER	1,500 HealthBux

Minnesota Annual Conference Amazing PACE website: <http://MNamazingpace.healthbux.com>

Customer Service: support@lifebux.com

Exhibit B: The Amazing PACE Covenant

We have been called to walk together on a journey of a lifetime – a group wellness journey of epic proportions. It will take all of us together to radically improve our health and demonstrate our commitment to wellness and health improvement. Together, we can sustain and celebrate our daily health disciplines and personal transformations.

Availability to All, Regardless of Health Status; Responsibility to Ask For Assistance

I understand that I am able to fully participate in the Amazing PACE regardless of my ability to engage in physical activity. I understand that my own continued participation (wearing the pedometer and uploading it regularly) is a "stepping stone" that helps other PACERs, and lack of participation may be a "stumbling block" to other PACERs. Therefore, I accept my responsibility to ask LifeBux, LLC for help with technical or situational difficulties that prevent participation as soon as possible.

Accountability & Connection

I agree that I am willing to be accountable to other PACERs and support other PACERs during this journey.

I agree to walk this journey with the entire group of PACERs and my District Team ***by wearing my pedometer regularly and uploading it once a week – no matter how much or how little I have walked.***

I understand that ***if I do not upload my pedometer for two weeks*** in a row, ***my name will be marked as "Missing in Action" on my Team Member Roster and others in my District Team and in volunteer Care Teams will be encouraged to reach out to me to support me in my wellness journey.*** NOTE: mileage will NOT be shared – only whether or not the pedometer was worn and uploaded.

I understand that my PACE pedometer is the key to connecting with everyone on the Amazing PACE. ***If my pedometer malfunctions, it will be replaced free of charge. If you lose or damage your pedometer, it will be replaced at no charge if you let us know within one week.*** As long as I notify LifeBux of the need for a new pedometer within one week, I will receive step credit (based on the average daily steps of the most recent week for which we have data) for the days when I do not have a functioning PACE Pedometer.

Exhibit C: The Amazing PACE Information Privacy and Use Notice

What happens with the information I provide to the Amazing PACE? Who can see it? How is it protected?

Health Information. The Minnesota Annual Conference of the United Methodist Church, its Health Plan and the Amazing PACE Program comply with all health information privacy and security rules under HIPAA, a federal law designed to protect your health information from improper use and disclosure.

Lifebux, LLC operates the Amazing PACE program on behalf of the Health Plan and the Annual Conference. The Amazing PACE is designed and operated in compliance with HIPAA, the federal privacy and security rules that regulate group health plans. This Information Privacy and Use Notice explains how we use your personal information, who can see it, and how it is protected.

YOU can always see your own health information, and YOU can share that information with anyone you wish. We (LifeBux, LLC) operate the Amazing PACE on behalf of the Health Plan. Therefore, we are required by law to use your individual health information only for the purposes set forth in the law, and to protect it by following policies and procedures set forth in the law.

Here is what we do with your individual health information and why we do it. In order to administer the Amazing PACE, tailor communications and education modules, and evaluate the effectiveness of the Amazing PACE, we obtain and analyze the following data: pedometer data showing physical activity levels, health screening results from in-person enrollment kick-offs, questionnaire responses you submit, and past and current claims data from the Health Plan. We only use aggregate information when reporting to the Wellness Task Force and the Medical Benefits Committee on the effectiveness of the Amazing PACE.

Here is how we protect your individual health information. We use electronic data access restrictions and other information privacy and security techniques set forth in our HIPAA privacy and security policies and procedures to protect your health information. We make sure that only authorized individuals who have been trained to follow the HIPAA privacy and security policies and procedures can access your protected health information. These are just a few of the ways we protect your information. If you have any questions about how we use and protect your health information, please contact Alison Earles, Esq. LifeBux, LLC Privacy and Security Officer at 404-909-1268 or alison@lifebux.com.

Step Data, HealthBux Information. Daily steps, average steps, miles walked, whether or not you have uploaded your pedometer, and HealthBux earned are not "protected health information" subject to the HIPAA privacy and security laws. However, we generally keep this information confidential unless you are in a top group of walkers in your Team or a top group of walkers in the Amazing PACE. We alert other Team Members and Care Team volunteers that you are "Missing in Action" if you have not uploaded your pedometer in a designated time period. Fellow PACERs who are in your Team and Care Team volunteers will be provided access to your phone number and email so they may contact you directly to offer encouragement and assistance.

In order to recognize accomplishments and inspire fellow PACERs, we may share information about HealthBux earned or eligibility for special awards due to regular usage of the pedometer, miles walked, or special efforts to support other PACERs with persons or companies that administer awards. We may use this information to alert you to extra recognition awards made available by friends and supporters of the Amazing PACE. We may refer to the miles you have walked or HealthBux earned in emails to you that are not encrypted.

Contact Information. Your personal contact information is kept confidential and secure, and is never shared with anyone for any purpose other than operating the Amazing PACE.