



Standard Motor Products – 2023 Wellness Program

All employees, including spouses (*if applicable*) who are enrolled in a SMP-sponsored medical plan, must **individually** complete the yearly wellness program through Virgin Pulse from **separate** accounts before **October 15, 2023**. Failure to meet the deadline will result in a surcharge of **\$600** for the following year.

Please note: Employees hired after July 15th 2023, do not have to complete the Wellness Program.

To be considered fully compliant with the Wellness Program, you must complete all **3 required sections**:

1) **Know your Numbers:** In this section, you must **ONLY** complete **the Biometric screening form**.

2) **Be Tobacco Free:** In this section, you must complete **EITHER** the Nicotine Free Agreement Date Attestation form **OR** the Tobacco Journey if you use tobacco of any kind.

Please Note: The tobacco journey takes a minimum of 19 days.

3) **Preventive Care:** In this section, you must complete **EITHER** an Annual Dental Date Attestation form, any Cancer screening Date Attestation form **OR** Register with our new mental health vendor, Spring Health.

Cancer Screenings: Colonoscopy, Mammogram, Pap test, PSA, Skin Cancer.

Once you have completed the required section, a green check mark will display to demonstrate date of completion as shown below:

The screenshot displays a user interface for the wellness program. On the left, under the heading 'Section: Tobacco-Free', there is a list of actions. The first action, 'Complete the Nicotine-Free Agreement', is highlighted with a green checkmark and a blue border. Below it is the action 'Complete a Tobacco User Journey', which is currently inactive. On the right side of the interface, there is a card for 'Complete the Nicotine-Free Agreement' with a green checkmark at the top right. Below the card title, it says 'Complete the Nicotine-Free Agreement only if you do not use tobacco of any kind.' and 'Completed: January 5, 2023'. At the bottom of the card, there is a blue button labeled 'TAKE ME THERE' and a link 'View My Earnings'.

****Date of service can be between October 16th 2022 and October 15th 2023. Our medical plan allows for one annual physical per year and it does not require 12 months in between appointments.***



To complete All 3 Required Sections, sign onto your Virgin Pulse account, hover over “Home” and select “Rewards”:

What's in it for you:

- A personalized wellbeing experience to help you get and stay healthy!
- All benefits eligible employees and their spouses (if applicable), can earn the premium discount in 2024 by completing steps 1, 2 and 3.
- Open to individuals hired before 7/15/21 and enrolled in the medical plan.
- If your spouse is enrolled in the medical plan, both you AND your spouse must complete the three required sections.

SMP 2023 Wellness Program

Complete all 3 sections by 10/15/2023 to qualify for the 2024 premium discount: 1 of 2 actions in Tobacco-Free, 1 action in Know Your Numbers, and 1 of 3 actions in Preventative Care.

How to Earn **My Earnings**

You can complete your actions in any order. But you'll only be able to receive the rewards once you've done your **PRIORITY** actions.

280 days left to earn rewards

PRIORITY

Premium Discount Requirements

HOW TO EARN:

- 1/3 Complete 3 Sections Premium Discount

0/1 Section: Know Your Numbers

ACTION:

- Complete a Biometric Screening

Section: Tobacco-Free

ACTIONS:

- Complete the Nicotine-Free Agreement
- Complete a Tobacco User Journey

0/1 Section: Preventative Care

ACTIONS:

- Complete an Annual Dental Exam
- Complete a Cancer Screening
- Register with Spring Health

0/1 (ONE) means number of actions required to complete in the section.

1/3 total of required sections completed.

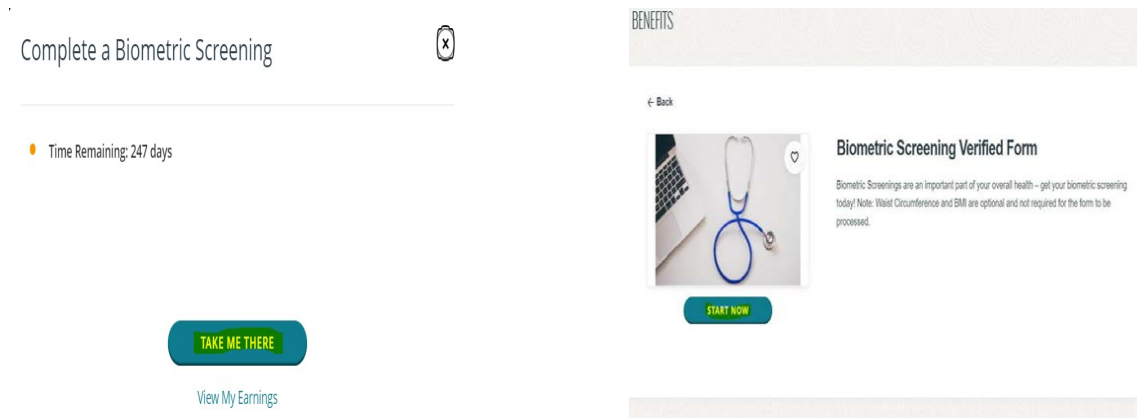
Green check mark means required section is completed.

0/1 (ZERO) means incomplete section.

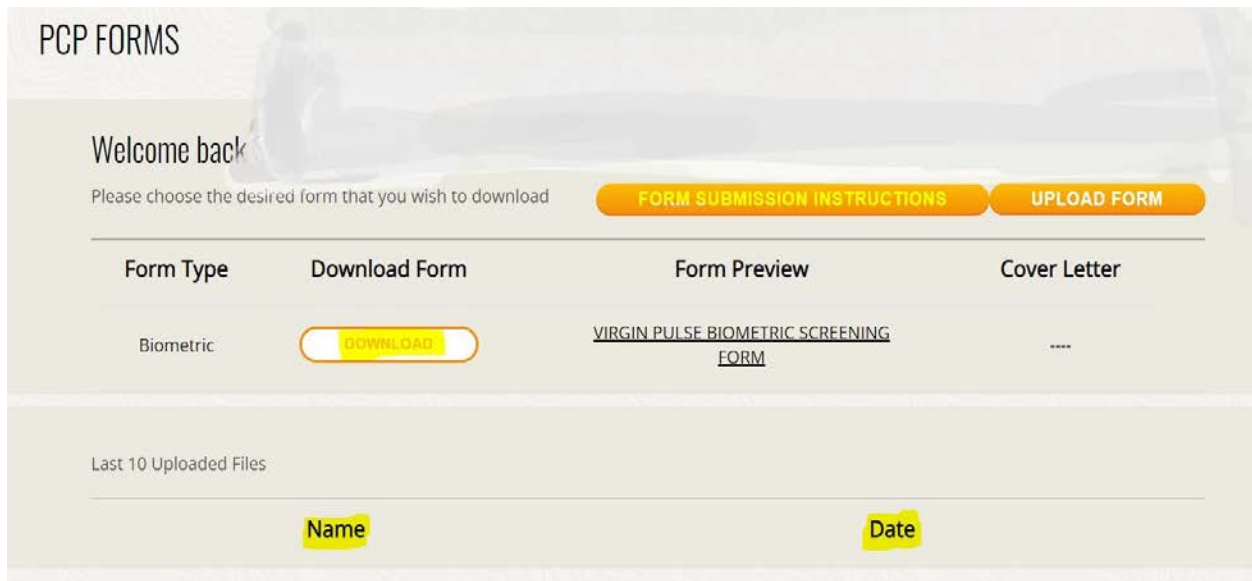
Days remaining to complete your wellness program.



To complete the only required action of the **Know Your Numbers** section; click on ***Complete a Biometric Screening***, “Take Me There” and select “Start Now.”



You must download the Biometric form as shown below and provide it to your Primary Care Provider (PCP) to be filled out.



Once you have receive the completed form from your PCP, ***make sure it is signed by the PCP and dated***. Repeat the step above and this time select “Upload Form”. After the completed form has been uploaded, be sure to enter your **name** and **date of completion**.

If you are experiencing issues uploading the Biometric Screening form, you can also email it to Virgin Pulse support team at **Support@virginpulse.com**. Please, be sure to receive an email confirming the form was received.

Tips: Always email the form or submit it through the portal even if your primary care provider will fax a copy on your behalf to make sure the form is submitted.

PCP FORMS

Welcome back

Please choose the desired form that you wish to download

[FORM SUBMISSION INSTRUCTIONS](#)

[UPLOAD FORM](#)

Form Type	Download Form	Form Preview	Cover Letter
Biometric	DOWNLOAD	VIRGIN PULSE BIOMETRIC SCREENING FORM	---

Last 10 Uploaded Files

Name	Date

To complete the ***Tobacco-Free*** section, if you are a non-smoker you must select “Complete the Nicotine Free Agreement” and click “Take Me There”. You can then agree to the agreement demonstrated on the screenshot below.

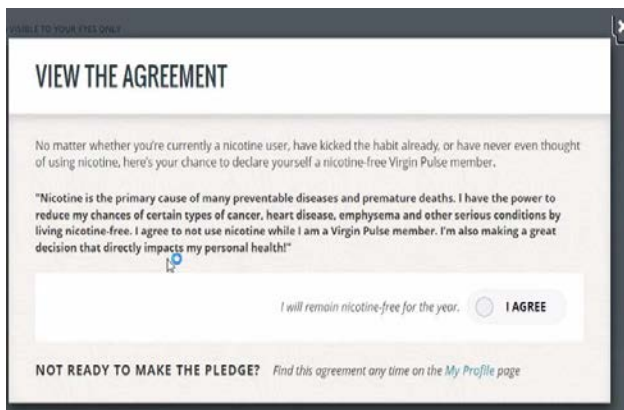
Complete the Nicotine-Free Agreement

Complete the Nicotine-Free Agreement only if you do not use tobacco of any kind.

Time Remaining: 247 days

[TAKE ME THERE](#)

[View My Earnings](#)



OR: If you are a ***Tobacco User***, select “Complete a Tobacco User Journey” and select “Take Me There”.

Complete a Tobacco User Journey

Complete a Tobacco Journey if you use tobacco of any kind.

Time Remaining: 247 days

[TAKE ME THERE](#)

[View My Earnings](#)

Please note: A journey can last at least **19 days** to complete.



On the following screen, you can scroll down to the list of Journeys and select “**Consider Becoming Smoke-Free**”, then click “Start” to began the journey.

To complete the ***Preventive Care*** section, click on “Annual Dental Exam” and “Take Me There” to enter your personal information such as ***First Name, Last Name and Date of Exam***.

Once you check the box agreeing the information entered is correct, you may submit.

OR: Select ***Complete a Cancer Screening***, click on “Take Me There” and enter your personal information. In this section, you must choose an exam type by clicking on the arrow to select which cancer exam was done.

You must enter the date the exam was done. Once you check the box agreeing the above information is correct, you may submit.



Complete a Cancer Screening



Time Remaining: 247 days

TAKE ME THERE

[View My Earnings](#)

Cancer Screening Form

First Name *	<input type="text" value="John"/>
Last Name *	<input type="text" value="Doe"/>
Choose Exam *	<input type="text" value="Colonoscopy"/>
Date of Exam *	<input type="text" value="02-11-2022"/>

* By clicking the box, I confirm that all of the information provided is correct and truthful.

SUBMIT

Or: Select **Register with Spring Health**, click on “Take Me There”. On the following screen, click on either “Create an account” to get started or “Log In” if you already have an account to link Virgin Pulse to your Spring Health account.

When registering for Spring Health, please be sure to complete the initial assessment to complete the registration process.

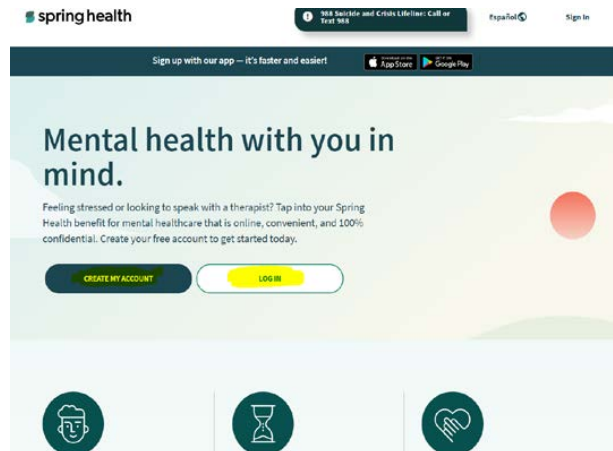
Register with Spring Health

Spring Health is your mental health well-being partner

Time Remaining: 279 days

TAKE ME THERE

[View My Earnings](#)



*Once you have completed all three sections, you will be fully in compliance with the 2023 Wellness Program. For all technical issues, please contact Virgin Pulse at: **1-888-671-9395** or email support at: **Support@virginpulse.com**