



2026 HEALTHY STEPS

WELLNESS PROGRAM MANUAL

Where Will Your
Journey Take You?

Wellness Program Overview



Welcome to Healthy Steps

Healthy Steps, powered by Peak Health, is for employees enrolled in The Arc of Washington County medical plan and is designed to reward participants for their efforts in developing and maintaining a healthy lifestyle. The program provides health and fitness education and information on disease prevention. In this program, participants will have the opportunity to complete an online Health Assessment, obtain over \$375 worth of lab work, and be regularly evaluated by a board-certified RN (registered nurse). Your assigned RN will privately review your medical information with you and help you to establish realistic and attainable health goals.

NEW FOR 2026: Points Phasing Guide

The **Points Phasing Guide** (below) helps the Peak Health nurses to place participants in an appropriate health phase based on a holistic view of their overall health risk factors. Points are assigned to each health risk factor or outcome; the sum of points corresponds to the participant’s phase. Peak Health will keep you updated on appointments and deadlines.

Earn Rewards for Participating

Employees who participate will earn wellness credits towards their medical premiums. Your efforts to reduce health risks and reach target health goals will determine your incentive level and amount of wellness credits. **Participants can earn up to \$30 per paycheck - an annual savings of up to \$780.** Peak Health will keep you updated on appointments and deadlines after your initial nurse appointment. To continue earning wellness credits, you must remain active in the program by attending your regularly scheduled nurse visits.

Health Phase	Total Points Score	General Health Status	Recurring Nurse Visits	Reward Level
1	Less than 35	High health risk	4 months	Bronze \$10.00
2	35-47	Moderate health risk	4 months	Silver \$20.00
3	48-79	Low health risk	4 months	
4	80-91	Healthy	8 months	Gold \$30.00
5	92-100	Very healthy	12 months	

Outcome/Risk Factor	Scoring Range
Tobacco / nicotine use	- 40 to 8
Cardiovascular fitness	0 to 10
Body Composition Score	0 to 12
Metabolic syndrome (<i>five components</i>)	0 to 14 (each)
Up-to-date lab work	- 60 to 0
Up-to-date preventive health exams	- 60 to 0
Status of any follow-up with physician for health issues	- 80 to 0

Your total score will determine your overall health status, your phase, how soon the nurse would like to meet with you again, and the medical credit you qualify for. Regardless of what your phase is, Peak Health will support you on your journey to achieve your health goals.

Questions or concerns? Contact Peak Health at 1 (888) 385-4583 or appointment@peak-health.net.

Getting Started Details Registration/Login



Scan QR code to log in
to Peak Health

Returning User:

- Once you have registered, please use your same username and password that you created after your first time login.
- If you ever forget your password, click on the forgot password link to help recover it.

First Time User:

- Go to www.peak-health.net/wellness. Save this as a favorite, bookmark it or use the QR code.
- Click on **Register** under **New Users**.
- Accept the Terms and Conditions and Notice of Privacy.
- Follow the directions and rules on the screen (and listed below) to create your own password and new account.

First Time Registration Instructions:

- Review and acknowledge the Terms and Conditions
- Username: WC + Employee ID#
- Enter your Date of Birth (for verification purposes).
- Enter your personal email address.
- Click Register.

If username and date of birth match what is on file with your organization, you will be accepted and asked to change your password. Please use this password every time you login.

It is recommended to join within the first 60 days of eligibility to receive the biggest discounts on your medical premiums.

Returning Users

Only log in as returning user after registering to this new Wellness Portal. In the Username field, enter your Peak Health Username.

Username

Password

[Forgot password?](#)

Log on

New Users

All users first time to this website will click register, NOT log in as returning user. Click on the Register button below. Enter your personal information for verification purposes, then create a new password.

Register

Questions or concerns? Contact Peak Health at 1 (888) 385-4583 or appointment@peak-health.net.

STEPS TO EARN WELLNESS CREDITS



Step 1: Complete your annual Health Assessment (HA)

The HA is a confidential and personal health questionnaire designed to provide you and your Peak Health nurse with insight into your overall health and lifestyle behaviors.

- Login to the portal at: peak-health.net/wellness to start your Health Assessment.
- Under the Health Assessment tab, click Start to begin your annual assessment.
- Click the section links to the left to uncover questions related to that topic. Information from your current lab results will be pre-filled for you.
- When you have finished your HA, click the Submit button. You can exit and return to the HA at any time if you need to stop or collect more data.

Step 2: Ensure Lab Work is Up-to-Date

Routine blood tests measure various levels and markers that help assess your overall physical health. If you completed labs that meet the program guidelines (comprehensive metabolic panel, lipid profile, thyroid and complete blood count with differential) within the past year, these are acceptable.

If updated lab work is required prior to your follow-up nurse visit, you will receive an email with a lab order form. **A 12 hour fast is required for all lab work/orders; black coffee and water is permitted.**

Location options for getting labs:

- **LabCorp (no cost):** Download and print the Lab Order Form received via email from Peak Health and take it to LabCorp, at least one week prior to your appointment. Your lab results will be available on the Peak Health Portal within one week. To find a LabCorp location near you and schedule a lab draw appointment, go online to www.labcorp.com or call 1-888-LABCORP. If a LabCorp

location is not nearby, please email Peak Health lab support at lab@peak-health.net.

- **Healthcare Provider Labs:** You may have your MD/healthcare provider order your lab work instead of going to LabCorp or Onsite. Please ensure lab draws will meet Peak Health Nurse Coaching guidelines by downloading and reviewing the "HealthCare Provider Instructions Form" located on the Peak Health Portal, within the Lab Form block, before you visit with your MD. You will be responsible for any direct payment to the physician and any lab fees not covered by your insurance.
- If submitting your provider's labs, upload lab results to the Peak Health portal prior to your nurse visit by clicking Upload Completed Form under the Lab Forms block.

Step 3: Complete Your Nurse Appointment

- For new enrollees, once you complete your online HA and labs for the first time, Peak Health will schedule your appointment with a nurse evaluator within a few weeks. You will be notified by e-mail of the date and time of your Nurse Visit. Do not hesitate to call Peak Health to verify the date and time of your upcoming appointment.

Visit the portal after each Nurse Appointment

The Peak Health Portal is where you can view your detailed lab results, retrieve your Lab Order form, view nurse visit history, review goals and program referral options set by your nurse coach, and reschedule follow-up nurse appointments.

Log in to peak-health.net/wellness through your browser, mobile app, or use the QR code above to login. Access the Nurse Visit and Lab Results widget by logging into your account and clicking on "Nurse Visit and Lab Results."

Understanding Preventive Care

Recommended Age/Gender Preventive Care Screening List

To receive the incentive, you must be compliant and up-to-date with your age/gender appropriate preventive care. Your nurse will share information about these recommendations from leading health authorities. You will be asked to give verbal confirmation of your completed preventive screenings as listed below. *Please note that some screenings are only suggested by our program and will not be required due to some medical plan coverage as noted by an asterisk (*).*

Age 19-49 Male & Female	Age 50-64 Male & Female	Age 65+ Male & Female
Annual Lab-Work/Bloodwork (every 1-2 years based on health risks, annually beginning at age 40)	Annual Lab-Work/Bloodwork	Annual Lab-Work/Bloodwork
Physical Wellness Exam (every 1-2 years)	Physical Wellness Exam (annually)	Physical Wellness Exam (annually)
Pelvic and Breast Exam (every 1-5 years for females)	Pelvic and Breast Exam (every 1-5 years for females)	Breast Cancer Screening (every 1-5 years for females)
Breast Cancer Screening Females: Mammogram every 1-2 years starting at age 40	Breast Cancer Screening Females: Mammogram every 1-2 years	Prostate Cancer Screening Males: Prostate specific antigen (PSA) test for those with history of prostate cancer or who have acute concerns
Skin cancer screening if prior history or advised by nurse Annually*	Prostate Cancer Screening Males: Prostate specific antigen (PSA) test for those with history of prostate cancer or who have acute concerns	Colorectal Cancer Screening Options for testing, starting at age 45: Colonoscopy every 10 years, Flexible sigmoidoscopy every 5 years, Cologuard testing every 3 years, Fecal occult blood testing annually
	Colorectal Cancer Screening Options for testing, starting at age 45: Colonoscopy every 10 years, Flexible sigmoidoscopy every 5 years, Cologuard testing every 3 years, Fecal occult blood testing annually	Abdominal Aortic Aneurysm* (males aged 65-75 if you have ever smoked)
	Skin cancer screening if prior history or advised by nurse Annually*	Bone Density Screening* (beginning at age 50 for females)

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 1-888-385-4583 or
appointment@peak-health.net



Skin cancer screening
if prior history or advised by nurse
Annually*



For Wellness Program and Technical Support, Contact Peak Health



PEAK HEALTH

Monday – Friday
8:00 a.m. – 5:00 p.m. EST



200 Pine Street W, First Floor, Wilson, NC
27893



1-888-385-4583



appointment@peak-health.net

Your Information is Secure, Private, and Confidential

All your information, including evaluations, goals, and results are private and confidential. Neither Human Resources, your managers, or leaders have access to any individual identifiable health information, nor is it used to influence your medical coverage in any way. Peak Health programs are administered according to federal rules permitting employer sponsored wellness programs seeking to improve employee health or prevent disease; including the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act, and the Health Insurance Portability and Accountability Act, as applicable, among others.

Wellness Incentive Notice

If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn wellness incentives, you may be entitled to a reasonable accommodation or an alternative standard. Request a reasonable accommodation either before your appointment by contacting Peak Health at 252-237-5090 or with your nurse during your appointment as well.