# Access your HEP Information anytime through your CUSTOMIZED & SECURE participant portal

Get started by going to <u>www.CTHEP.com</u> and following the simple STEPS below



# **Step 1: Enter Your Identification**

Employee, spouse and dependents over age 18 each <b>must create their own</b> account. Please begin by entering the last four digits of the <b>social security</b> <b>number of the enrolled employee</b> . Then enter <b>YOUR</b> first and last name, date of birth, and the zip code of your home address. Finish step 1 by entering the security phrase below. Last 4 digits of Employee SSN:	To Create your new account, please enter a <b>username</b> and <b>password</b> . Passwords must be 6-20 characters and contain one number and one capital letter. If the email field is already filled in, please confirm it is your correct personal email address. If it is incorrect, or if there is no email address filled in, please add and confirm a personal email address now.
Your First Name: Your Last Name:	Username:
Date of Birth (mm/dd/yyyy): Zip:	Password:
contrary chantd	Must be 6-20 characters and contain one number and one capital letter Confirm Password:
	Personal Email:
<ul> <li>If you are having trouble, click the refresh button</li> </ul>	Confirm Email:
*To learn about why this security process is important, please click the question mark in the box above.	Cancel Next Step
Cancel Next Step	

**Step 2: Set-up Your Account Information** 

# **Step 3: Respond to Security Questions**

Pleas refer userr distin	Please <b>select two questions</b> below and enter your answers for future reference. You will be asked these questions when requesting a forgotten username or password. You must select two different questions and supply two distinct answers.					
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Select		•				
Answer	:					
Questic	n 2:					
Select		•				
Answer	:					
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		Cancel	Continue			
		Concor	contando			

## **Step 4: View Your Personalized HEP Status**

#### My HEP Status My Health Information HEP Information My Healthy Living Plan Message Center (0) My Account

1 ) Cholesterol screening (either LDL, HDL OR Triglycerides) - age 50+ every year

🕎 - Met Requirements/Recommendations 🔞 - Not Yet Met Requirements / Recommendations

3) Dental cleanings - age 18+ - twice per year (only one visit will be required for 2013)

## Welcome to the Health Enhancement Program!

Completed 5 of 5 total preventive requirements: 100%

2) Colorectal cancer screening - age 50+ - every 10 years

4 ) Preventive visits - age 50+ - every year

5 ) Vision exam - age 18+ - every two years

For more information, click on the HEP Information tab above. Remember - all preventive and chronic (if applicable) requirements must be completed by 2/28/2014.

## My 2013 Program Goals

Preventive Requirements

Goal

#### My Goal Status -

Status

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Required By

12/31/2013

12/31/2013

12/31/2013

12/31/2013

12/31/2013

conditions and have not received counseling calls from CMS, you must complete one of the following activities by February 28, 2014 to be considered compliant: 1. Read the educational materials related Kead the educational materials related to your condition(s) available on the HEP Information tab above. After you have read the materials, you may click here to complete and electronically submit your HEP Chronic Condition Submix you her clining containing of the contraction of the contractio please follow the instructions at the please follow the instructions at the end of the last page of the educational materials and be sure to submit a form for each condition if applicable. A confirmation will be mailed to you after we have received your attention(c) your attestation(s).

Chronic Condition Requirements: If you have one of the HEP chronic

or

 Speak with a nurse about your chronic condition by calling us at 877-687-1448. During the call, a nurse will conduct a full assessment, and if appropriate, engage you in further case management.

This information and compliance status is based on the most current paid claims information. You should check back frequently because your information is updated monthly. If you do not have dental insurance through the State of Connecticut, you are not required to meet the dental preventive health requirements. Spouse and Dependents over age 18 each must create their own account to see details of their HEP compliant status. Or, the employee may contact Care Management Solutions 877-687-1448 to request a privacy release.

# **Step 5: View Other Tabs for More Information**

#### My HEP Status My Health Information HEP Information My Healthy Living Plan Message Center (0) My Account

### Here's to Your Health! - Welcome to the Health Enhancement Program

If you're ready to take an active role in managing your health, the State of Connecticut HEP can help. The chart below shows current compliance for If you are actively employed, or you retired you and your covered dependents with State of Connecticut HEP requirements for preventive care and recommendations for chronic care. If you or from State service after 10/2/2011, you are your covered dependent have been identified with one or more chronic conditions, you are also required to participate in disease counseling and education. You will be contacted by Care Management Solutions.

Who does this program apply to?

eligible to enroll in the program. You may also be eligible for the financial benefits of the HEP program.

The chart below shows your current compliance with State of Connecticut HEP Preventive Care requirements for Calendar Year 2013 and chronic care recommendations. For more information, click on the HEP Information tab above.

If you have questions regarding HEP please



Please note that In order to protect Personal Health Information (PHI), Employees, Spouses and dependents 18 years and older must register and create their own account in order to view their specific HEP Compliance **Requirements.**