

**BULLETIN BOARD**

**GPI**

**Account Manager:** Sabryna Liddle

**Company Program Details**

* **Benefit Year Start Date:**
	+ **GPI Non-union**: September 1
	+ **GPI Union** Runs on a regular calendar year with quarterly coaching sessions.
* **Benefit Year End Date:**
	+ **GPI Non-union:** July 31
	+ **GPI Union** Runs on a regular calendar year with quarterly coaching sessions.
* **Company Name:**  Welltok: GPI Non-union and Welltok: GPI Union
* **# sessions**:    4
* **Incentive**:
	+ Non-union earns 140 points after completing all 4 coaching sessions. 1 pt = $1.
		- Non-union spouses earn 70 points after completing all 4 sessions.
	+ Union earns $100 after completing EACH coaching session.
* **Deadline for Calls**:
	+ Non-union: July 31
	+ Union: Last day of each quarter
* **Spacing**:
	+ Non-union: at least 1 week apart.
	+ Union: sessions are allowed quarterly.
		- Note quarters are Jan – March; Apr – June; July - Sept; Oct – Dec.
* **Eligibility:**
	+ Non-union: employee and spouse.
	+ Union: employee and spouse.
* **Scheduling calls**: Employees access us via [www.GPIFit.com](http://www.GPIFit.com) (redirects to CafeWell). They click the Action Card for Health & Wellness Coaching to connect to our calendar.
* **Employee Assistance Program:**Magellan, which is accessed through the CafeWell portal listed above.
* **Branding:**   We are the Health & Wellness coaches at USCW that are accessible via the wellness program.
* **Customer Service:** gpifitsupport@cafewell.com or **(833) 862-9191**
* **Special Company Considerations:** See Slide Deck for details on program activities. Please note that an updated slide deck has NOT been provided by Virgin Pulse for the 2022-2023 benefit year, so the points per activity are inaccurate. Below are some of the program details:
* Employees can earn up to $1,000 in Healthy Rewards for their HSA.
* Enrolled spouse can earn up to $500 in Healthy Rewards deposited into the employee’s HSA.
* Select Union employees can earn up to $500 annually for completing specified well-being programs.
* All rewardable actions will be assigned points (or $).
* As actions are completed, points accumulate up to a maximum of 1,000 points for employees, 500 points for spouses and 500 points for union employees/spouses.
* 1 point translates to $1.
* An incentive file will be sent to GPI or administrator on a monthly basis for participants who have reached each point threshold:

**Company Information**

* **Number of Eligible Employees:** 8000. Coaching is available to all employees and covered spouses. **2000 of these employees are part of a union group and have a different incentive than non-union employees.**
* **Start Date:** 10/16/20
* **Locations**: Headquarters is Atlanta, GA; many locations across US.
* **Time Zone**: Headquarter is Eastern Time Zone but employees could be in other locations
* **Business:** [www.graphicpkg.com](http://www.graphicpkg.com)
* At Graphic Packaging International, we produce the paper cup that held your coffee this morning, the basket that transported those bottles of craft beer you enjoyed last weekend, and the microwave tray that heated your gourmet meal last night. We’re one of the largest manufacturers of paperboard and paper-based packaging for some of the world’s most recognized brands of food, beverage, foodservice, household, personal care and pet care products.
* **Coaches**:   All

**Updated October 2022**

**GPI Landing Page**

Thank you for your interest in wellness coaching!

Please select your time zone and enter your preferred contact number. You will then be directed to the coaching calendar and can choose an appointment time to meet telephonically with your Wellness Coach.

Note, the system only allows 1 appointment per client to be set on the calendar at any given time. You will set future sessions with your coach.

If you have any questions about the wellness coaching program or difficulty scheduling an appointment, please contact us at Help@USCorporatewellness.com. Thank you!

Time Zone:
                                                                                                                                                                                                                  

Contact Phone Number:



**GPI Autogenerated Emails**

**Appointment Confirmation Email**

**GPI Non-union**

Hello,

Thank you for scheduling a wellness coaching call for [APPOINTMENTTIME].

If this is your first coaching call, please read below for a brief description of what to expect, along with tips on how to maximize the experience.

Your own personal wellness coach

·        My name is [COACHNAME], and we get to connect four times before July 31, 2023.

·        You are eligible to earn 140 points after completing 4 coaching sessions, or 70 points if you are a spouse.

·        Our calls will take about 20 minutes - and during our call I will help you focus in on the things you see as important and help you design strategies to achieve your personal health and wellness goals. One thing I won’t do is make you feel guilty!

·        I will call you at the time you scheduled. Please note that I have set this time aside just for our coaching session; if you are no longer able to keep this appointment, please send me an email at [COACHEMAIL] to reschedule. You may also log back into [www.GPIFit.com](http://www.gpifit.com/), click the Action Card for coaching, and reschedule at your convenience.

Make your coaching call the best experience possible

I know your time is valuable, so in order to maximize our time together and obtain the best coaching experience possible, please take a minute to consider the following:

•       What would you like to stop, start, or improve about your current health and wellness?

·        Wellness includes a variety of areas such as the following: healthy eating, exercise, weight management, tobacco cessation, stress management, sleep, life balance, personal growth, and professional development. What are one or two areas from this list that you would like to focus on during our first session?

·        If you have the results of a health assessment or any recent bloodwork, it may be helpful to review it for possible items to discuss during our call. Coaches are not here to take the place of your doctor, but we are available to help you determine any goals in areas of health you may deem a priority.

Let me know if you have any questions. I look forward to talking with you soon!

Respectfully,

[COACHNAME]

**GPI Union**

Hello,

Thank you for scheduling a wellness coaching call for **[APPOINTMENTTIME]**.

If this is your first coaching call, please read below for a brief description of what to expect, along with tips on how to maximize the experience.

If this is not your first coaching session, please ensure that you click through the Coaching ActionCard each quarter before you complete your session with your coach so that you will activate eligibility for the $100 incentive.

**Your own personal wellness coach**

·        My name is [COACHNAME], and we get to connect four times on a quarterly basis during the calendar year.

·        You are eligible to earn $100 after completing each quarterly coaching session.

·        Our calls will take about 20 minutes - and during our call I will help you focus in on the things you see as important and help you design strategies to achieve your personal health and wellness goals. One thing I won’t do is make you feel guilty!

·        I will call you at the time you scheduled. Please note that I have set this time aside just for our coaching session; if you are no longer able to keep this appointment, please send me an email at [COACHEMAIL] to reschedule. You may also log back into [www.GPIFit.com](http://www.gpifit.com/), click the Action Card for coaching, and reschedule at your convenience.

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Let me know if you have any questions. I look forward to talking with you soon!

Respectfully,

[COACHNAME]

**Missed Appointment Email**

**GPI Non-union**

We were scheduled to connect for your Wellness Coaching appointment today [APPOINTMENTTIME], and we were unable to complete the call at that time. Please remember that I have set this time for you, and if you cannot make the appointment, please alert me before the scheduled time.

If we have not already connected, you may reschedule by logging into the portal [www.GPIFit.com](http://www.gpifit.com/) and selecting the Action Card for Wellness Coaching. After that, you will be able to see the coaching calendar.

You may also reschedule by responding to this email and letting me know days/times that are best for an appointment, and I will try to find a time that matches with your schedule.

Remember you are eligible to earn 140 points upon completion of four coaching sessions (70 points if you are a spouse).

I look forward to meeting with you!

Respectfully,

[COACHNAME]

**GPI Union**

We were scheduled to connect for your Wellness Coaching appointment today [APPOINTMENTTIME], and we were unable to complete the call at that time. Please remember that I have set this time for you, and if you cannot make the appointment, please alert me before the scheduled time.

If we have not already connected, you may reschedule by logging into the portal [www.GPIFit.com](http://www.gpifit.com/) and selecting the Action Card for Wellness Coaching. After that, you will be able to see the coaching calendar.

You may also reschedule by responding to this email and letting me know days/times that are best for an appointment, and I will try to find a time that matches with your schedule.

To ensure that you receive your Wellness bonus, pick a day and time that are within this quarter.

Remember, you are eligible to receive $100 incentive after each coaching session.

I look forward to meeting with you!

Respectfully,

[COACHNAME]