



2022 Healthy Actions Program

Health starts here: Join NBOE-Well for the 2022 Healthy Actions Program!

If employees obtain **two (2)** of any of the screenings listed below between January 1st, 2022 through December 31st, 2022*, you will earn a \$50 gift card.**

- Annual Physical
- Colonoscopy
- Sigmoidoscopy
- Well woman
- Mammogram
- Pap smear
- Immunization/vaccine (flu, H1N1, pneumococcal, hepatitis b)
- Prostate Exam

Visit [Aetna.com](https://www.aetna.com) to find a provider and schedule your screening(s) today.

*Please note, if your screening(s) took place between January 1st, 2022 and March 31st, 2022 you will need to obtain proof on Aetna's website. Please view the instructions below or download the PDF document link and follow the steps to obtain screening(s) proof.

From there, submit the Explanation of Benefits (EOB) claims documentation/proof of screening(s) to Human Resources at benefits@nps.k12.nj.us to earn your \$50 gift card.

Download the [2022 Healthy Actions Flyer](#).

** The value of the gift card is taxable. Taxation will be handled through payroll

Step-by-Step Instructions to Download Explanation of Benefits (EOB) from Aetna

Step 1: Visit Aetna's website at www.Aetna.com

Step 2: Click "Login"

- Under Member Login, click "Login" to access your Aetna account. Use the credentials that you registered with (username and password). Or create an account.

Step 3: Click "Claims & Spending"

- Claims are listed down on the middle of the screen.

Step 4: Clicking on "Download Claims," will download an excel document for viewing claims in an excel format **OR**

Step 5: To view a specific claim, click the right arrow on that claim:

- On the right-hand side, under Review of Explanation of Benefits, click "View Summary" and then "View Explanation of Benefits." A statement will appear on screen for viewing or printing.