



Memorandum

To: All Full-Time Employees
From: Debbie Robertson, Benefits
Date: January 12, 2017
Re: **HRA Events/One to One Clinics**

Please see attached the dates for the HRA events from January 27, 2017 until April 29, 2017. Every employee and spouse which are on the County medical insurance **MUST** schedule your appointment to have your bloodwork drawn during these dates to be compliant for the Preferred Plan. Please remember that not only if you fail to have your bloodwork completed during these HRA events, you will not only be dropped to the Standard Plan for the entire July 2018-June 2019 plan year, but you will also be charged the smoking fee for the entire year. You will also need to follow up with the One to One Clinic after your blood draw to see if you passed all the benchmarks or if you will need to follow up with health coach sessions.

If you have not already done so, you will need to pre-register on the One to One website at www.sumnercountyhealth.com and click on patient portal, get started, and then on pre-register. It will prompt you for all information. When it asks for your employer, you will put **Sumner County Government**. Dependents will register using Sumner County Government also. You will then receive an email from One to One giving you a password. You will go back on the website to the login under patient portal and use your password they gave you. This will give you the opportunity to get your own password. You are then ready to make appointments as needed.

There is a tab at the top of the first screen for HRA Events that shows you how to make your appointment and shows the dates of the HRA events. You will be able to start signing up for the events on January 16, 2017.

If you have any problems signing in, please email the One to One clinics at sumnerappointments@onetooneppn.com and ask for help. You can also call them at **1-855-571-4500**.