



General Services Department/Risk Management Division

# Employee Benefits Bureau Newsletter

Issue 5  
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For more information please visit: [www.mybenefitsnm.com](http://www.mybenefitsnm.com)



## State of New Mexico Group Benefit Plan



### GETTING TO KNOW YOUR BENEFITS

It's the beginning of a new year and the Employee Benefits Bureau would like to take a moment to remind you of a few important items regarding your benefits:

- Benefits are no longer based on a fiscal year, instead they are now based on a calendar year. Every January your benefit deductibles will reset back to zero. Once again, you will need to meet your deductible for that calendar year before copay amounts are reinstated. For more information on benefit plan deductibles please go to [www.mybenefitsnm.com/BenefitPlanInformation/2016BenefitsComparison](http://www.mybenefitsnm.com/BenefitPlanInformation/2016BenefitsComparison)
- BCBS HMO benefit program offers a wonderful option to their participants. When traveling out of state for more than 90 days, a BCBS participant may fill out a "guest member" form allowing the BCBS coverage to the employee while traveling to that particular state. This is also the case for any dependents that may be away at school (job/etc.) or temporarily in another state. Presbyterian members have multi-service coverage which automatically allows for coverage in another state
- Both the BCBS and Presbyterian websites provide a secure and confidential member portal where you can obtain access to your personal medical information. Here you can: review claims, deductible information, view your Health Plan coverage, order an ID card and more. This gives you an easy and convenient way for you to manage your healthcare needs. These websites also provide helpful links and are filled with helpful information
- Presbyterian offers Video Visits at *no cost to the member*. Using your **myPRES** account you can schedule a video appointment day or night using your smartphone, tablet, or computer webcam. BCBS will be making video visits available for plan members later this year
- Health and Wellness information is also available for plan members on BCBS and Presbyterian websites. There you will find resource information on Chronic Illness, Weight Loss & Nutrition, and Behavioral Health
- BCBS and Presbyterian offer 24/7 nurse line
- Each plan offers discounts for gym memberships as well as other discounts designed to help members stay healthy.

For much more information regarding all your benefits, please go to our website at: [www.mybenefitsnm.com](http://www.mybenefitsnm.com)

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#### The Stay Well Health Center

Joseph Montoya Bldg.  
1100 St. Francis Drive

**Monday, March  
21<sup>st</sup>**

**7AM – 6PM**

**No appointment  
needed for this event**



Blue Cross and Blue Shield  
of New Mexico

**PRESBYTERIAN**

**DELTA DENTAL**



SECURIAN<sup>®</sup>



EXPRESS SCRIPTS<sup>®</sup>



VSP  
Vision care for life

## How's Your Balance?

Where does work begin and end? It's getting harder to tell as more people work from home and are tethered to work through their smart phones. That's why it's more important than ever to establish boundaries to manage your work/life balance. Our EAP provider, The Solutions Group, offers these three tips:



- ✓ Establish a set "office hours" and let your team and boss know. Then stick to them.
- ✓ Don't check your work email or use your work computer outside your "office hours."
- ✓ Use your vacation time. You need vacation and your company wants you to use it.



## EMPLOYEE BENEFITS BUREAU EAP Upcoming FREE Webinars

The SoNM EAP provider, The Solutions Group, offers FREE webinars to SoNM/LPB employees. These are offered either as live webinars, or archived for viewer's convenience. Following is a list of the upcoming webinars:



Avoiding Job Burnout  
Thursday, March 24<sup>th</sup> @ 9:00a



Good Manager Skills  
Thursday, April 21<sup>st</sup> @ 1:30p

*Please check our website often as we continue to add to our webinar library as well as live tapings (link below)*



Decision Making Tools  
Thursday, April 7<sup>th</sup> @ 3:00p



The Interview Process  
Wednesday, May 4<sup>th</sup> @ 3:00p

For full descriptions of each webinar and appropriate links, please go to [www.mybenefitsnm.com](http://www.mybenefitsnm.com), click on *The Solutions Group New Mexico Training Webinars* (dark green band). Here you will find our library of Free webinars, full descriptions of each webinar, as well as the appropriate links to view them.

**Did you know you could get FREE trainings specifically for your group?  
Contact The Solutions Group to schedule your training today at 1.855.231.7737**

## Health at Your Desk - Quick Ergonomic Tips

Do you suffer from back pain? Back pain is one of the most common work-related injuries and is often caused by ordinary work activities like sitting in an office chair, something many of us do most of our workday. Ergonomics can help prevent work-related pain and be a helpful tool in maintaining a healthy body. Here are some helpful hints:

- Improper placement of your monitor can affect your eyes, neck and back. Make sure your monitor is placed at arm's length (usually 18" to 24") away from you and just below eye level. Properly adjusting your monitor can help reduce eye fatigue, neck and back strain. We only have one pair of eyes, take care of them.
- The way you sit in your chair can affect your posture, which in turn can cause pain. Remind yourself to maintain good posture. Adjusting your monitor, arm/foot rests and keyboard can also make a big difference and sit all the way BACK in your chair. Adjust chair height to insure there is a 90° angle inside the knee and thighs should be parallel to the floor. It is beneficial if the chair moves freely for easy movement. These easy adjustments support blood circulation by reducing static pressure while sitting down.
- Adjust your work area.

Keyboard – Promotes wrist posture. Avoid placing keyboard more than 2" off center of monitor. Arms need to be level to keyboard to reduce strain.

Mouse – Promotes wrist posture. Always grip mouse gently and place close to your body.

Chair – Promotes blood circulation/back posture. Adjust chair height to allow a 90° angle inside the knee as well as keeping thighs parallel to the floor.

Armrest - Promotes forearm/shoulder position. Allow shoulders to drop and relax, keep elbows close to the body.

Footrest – Proper support can increase blood flow and circulation throughout your body, prevent cramps and stiffness, and helps improve posture to reduce pains in other areas such as the back.

Telephone head set – Promotes head/neck posture.

Document Holder – Helps maintain proper head/neck posture, as well as reduces head/neck bobbing.

Stretch- Stretching breaks help reduce muscle tension, reducing fatigue and increases circulation. Start out easy and stretch regularly, repeating 4-5 times and holding each stretch 5-10 seconds.

- |               |   |
|---------------|---|
| Neck Stretch  | - Hold neck straight, tuck chin back                                  |
|               | - Tilt head towards each shoulder                                     |
|               | - Turn head side to side, looking over each shoulder                  |
|               | - Remember to keep head aligned, do not stick neck out toward monitor |
| Wrist Stretch | - Hold arms straight out, bend hands up, then down                    |
| Hand Stretch  | - Make a fist. Open/extend fingers as far as possible                 |

*"Most people have no idea how good their body is designed to feel."*

- Kevin Trudeau

Use your breaks to get your body MOVING!

## February 5<sup>th</sup> - NATIONAL WEAR RED DAY



### GSD SHOWS SUPPORT FOR WOMEN'S HEART HEALTH

According to the American Heart Association, Heart disease and stroke kill 1 in 3 women each year. This means that our mothers, daughters, sisters and friends may be at risk. Fortunately, we can improve those odds as 80 percent of cardiac events can be prevented with education and lifestyle changes.

Every year the American Heart Association sponsors *National Wear Red Day* to raise awareness about women's heart health, encouraging women to take action to protect their hearts.

Heart disease in women can be experienced differently than in men. For example, chest pain is often not a symptom for women, but jaw pain can be. Women may also experience breathing difficulty, lightheadedness, nausea and extreme sweating. This is why women are encouraged to get to know what their cardiovascular risk is and to take action to live a longer, healthier life.

The first Friday of each February has been designated as *National Wear Red Day* in order to help draw attention to woman's heart health. Employees of the General Services Department gathered for a picture (above) to show their support.

The Risk Management Division (RMD) has made it easier for its members to know and improve their health by offering opportunities to get to know exactly where their health stands.

One opportunity is the Free statewide **Wellness Checkups** offered to SoNM/LPB covered employees and their spouse/partners. Working with Catapult Health, RMD provides these checkups so that members can identify underlying issues that may affect their health.

RMD also offers its members is the new **Stay Well Health Center**, created so that members can conveniently visit with medical staff for anything from a flu shot to urgent care. In fact, the Stay Well Health Center is fully capable to handle all of your primary care provider needs.

So make your health a priority and take advantage of these free and easy resources to find out where your heart health stands. For information on both the *Wellness Checkups* and *The Stay Well Health Center*, or to schedule your appointment please visit [www.mybenefitsnm.com](http://www.mybenefitsnm.com).

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## WHAT DO YOUR EYES SAY ABOUT YOU?

Article contributed by VSP

Eye exams are an important part of overall healthcare for your entire family, from children to grandparents, and everyone in between. Did you know about 80% of what we learn is through our eyes? Here are more facts:

- Eye exams may start as early as six months
- Studies show that 60% of students identified with learning disabilities have undetected vision troubles.
- Eye exams are encouraged once a year
- Laser vision surgery patients should still get an annual eye exam, as your doctor can detect signs of health conditions during an eye exam

Remember to keep your eyes healthy and get a yearly eye exam. For more information on your VSP coverage, visit [www.mybenefitsnm.com](http://www.mybenefitsnm.com) today.

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