



The Torch

The official newsletter for Indiana state employees

State launches telehealth kiosk for employees at Westville Correctional Facility

More than 500 state employees at Westville Correctional Facility now have an easy way to visit a doctor without ever having to leave work. Anthem Blue Cross and Blue Shield and officials from Indiana Department of Correction (IDOC) and Indiana State Personnel Department (INSPD) collaborated to place a private, enclosed kiosk called the Anthem MedSuite at the IDOC Facility Jan. 18.



website that provides employees with convenient live video visits with doctors for a medical appointment, consultation, diagnosis and even a prescription. Behavioral health sessions are also available.

The kiosk is powered by LiveHealth® Online, a leading mobile app and

(Continued on page 2)

New Income Tax Withholding Tables implemented in February

On December 22, 2017, President Trump signed H.R. 1, or as it is also referred, the Tax Cuts and Jobs Act (TCJA), into law. The TCJA, marks the most sweeping tax changes to our tax code in 30 years, and will impact payroll professionals' processes throughout 2018 and beyond. Most of the changes in the TCJA will remain in effect through December 31, 2025.

On January 11, the IRS released the 2018 Income Tax Withholding

Tables to be implemented as soon as possible, but no later than February 15, 2018. The new withholding tables are designed to work with Forms W-4 that currently exist for employees. The IRS is working to update its [withholding calculator](#) by the end of February and to revise Form W-4. The IRS encourages all taxpayers to check their withholding in response to the TCJA when the new tools become available. The Auditor of State (AOS)

(Continued on page 2)

In this issue

- 3** INPRS offers new interactive online tool
- 3** Get Financially Fit from Indiana MoneyWise
- 4** Qualify to upgrade your health plan in 2019
- 5** Schedule your biometric screening for 2018
- 6** File taxes for free with INFreeFile

The Torch is published monthly by the Indiana State Personnel Department and is available online at in.gov/spd/2540.htm.

Got a story?

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(Continued from page 1)

State launches telehealth kiosk at Westville Correctional Facility

"I've been (at IDOC) for thirty years and I've never seen anything like this before," said Mark Sevier, Warden at the Westville Correctional Facility.

Sevier and his staff replaced an empty office in the WCF Administration Building with this new state-of-the-art kiosk.

"It's a great opportunity and asset to the staff. 24 hours a day, the doors are open here."

This is the second telehealth kiosk installed by LiveHealth® Online at an IDOC facility, following one that was unveiled in December at Pendleton Correctional Facility. For employees at the IDOC facilities in Pendleton and Westville, here's how LiveHealth Online works when using the kiosk:



WCF employees tour the new kiosk.

The employee steps into the Anthem MedSuite and logs on to see a doctor. Doctors can assess the person's current condition using instruments in the kiosk, including a blood pressure cuff, thermometer, stethoscope, dermascope and more. The doctor will provide a treatment plan and, if needed, send a prescription order to the pharmacy.

Patients use online care typically to communicate face-to-face with a doctor about colds, aches, sore throats, allergies, infections, rashes, as well as routine prescription refills. Online care for non-emergency medical conditions is convenient and costs the same or less than an office visit or trip to urgent care. Until consumers reach their deductible, they'll be charged \$49 for using LiveHealth® Online.

"The State of Indiana is excited to provide opportunities like the LiveHealth® Online kiosk so that employees can focus on optimum health and wellbeing at work and at home," Indiana State Personnel Department Director Britni Saunders said. "LiveHealth® Online allows them to



The new kiosk is available 24/7 onsite at Westville Correctional Facility.

maximize their healthcare dollars in a convenient setting while also receiving quality care.

"We look forward to measuring the success of the LiveHealth kiosks and phone app in the near future." Anthem Blue Cross and Blue Shield has provided LiveHealth® Online as a state employees since 2016 with video access to doctors through a personal computer, tablet or smartphone. Sign up for free at www.livehealthonline.com or download the mobile app from your phone's app store.

(Continued from page 1)

New Income Tax Withholding Tables implemented in February

will implement the new tax withholding tables effective on the February 7, 2018 pay date and will send the revised Form W-4 once available.

Listed below are some highlights of the changes of TCJA. This is not a complete list and if applicable, employees should review with tax advisors:

- The TCJA changes the rates in the tax brackets from 10%, 15%, 25%, 28%, 33%, 35%, 39.6% to 10%,

12%, 22%, 24%, 32%, 35%, and 37%. The income range within the brackets has also changed and should be reviewed.

- The supplemental tax rate was reduced from 25% to 22%.
- The Standard Deduction has increased to:
 - o Married filing jointly \$24,000
 - o Married filing separately \$12,000
 - o Single \$12,000
 - o Head of Household \$18,000
- Personal Exemptions are

suspended for tax years 2018 – 2025.

- The child tax credit has increased from \$1,000 to \$2,000 for tax years 2018 – 2025 – review additional information regarding qualifying information.
- Repeal of Certain Itemized Deductions.

More information is available in [Notice 1036](#) from the Internal Revenue Service.

Find out how much money you may need in retirement in just a few clicks!



Have you calculated how much income you may need each month in retirement? Do you know how much income you can expect to receive in retirement from all of

your accounts - including your INPRS benefit, Social Security and your personal savings?

Not sure where to start?

It's easy with myOrangeMoney!

Our new interactive online experience, powered by Voya Financial, makes it simple - just plug in your retirement savings

information and you will see how much income you can expect in retirement based on your current plans.

If your calculation falls short, myOrangeMoney gives you the information you need to help fill the gap today, so you can have the retirement you want, tomorrow.

Love doesn't have to be expensive

This article comes from the Secretary of State's E-magazine, [Indiana MoneyWise](#).

Valentine's Day advertisements are surfacing with romantic dinners, jewelry, chocolates, flowers, movie tickets and couples retreats. This retail driven holiday is not just for couples; family members, friends, classmates and teachers are included, even lovable furry companions will receive gifts. Statistics from the National Retail Federation shows men spend twice as much as women, and in 2017, approximately 20 percent of consumers bought for their pets. Valentine's Day continues to be a popular gift-giving occasion; millions will find a way to show they care for their loved ones regardless of their budget. Here are a few ideas to help you enjoy the holiday without breaking the bank.

Food is a way to the heart. If a romantic dinner is a mandatory part of your celebration, check out ways to save a few bucks. Search Groupon.com, local newspaper listings, and online specials for your favorite place. Valentine's Day falls on Wednesday this year, so try celebrating a few days early or a few days late. Then again, mid-week is often slower for businesses,

so Wednesday might provide consumers the upper hand in snagging a deal. Another option is to pick up a pre-made meal at the grocery and serve by candlelight at home. Staying in could save funds by avoiding parking fees and gratuity. Plus, the price of a bottle of wine to share is cheaper at home than buying by the glass at a restaurant.

\$5 for a glorified piece of paper? The card aisle is full of funny, heartfelt, and sappy quotes on pretty paper. Showing your love through the written word is a great gesture, but consider making your own. Most people have some sort of craft supplies or can easily access paper and markers to make a lovely note. Don't feel creative? Next time you get your groceries visit the card aisle for inspiration, take note of the text and funny jokes to put in your card. Consider including a picture of you and your loved one and a story about a special memory. This will save a few dollars and likely mean more to them.

Time can be the best gift. Take the afternoon off to go to your favorite park and include your pet. Search for a free art gallery or museum. Invite your valentine to work out or attend a yoga class. Complete all the household chores in advance

so you can spend time watching movies and relaxing.

The bottom line: Valentine's Day is about being happy and feeling loved. It's the thought that counts. The amount dished out to card companies, florists, jewelers, retail shops and restaurants can often be skipped over with the same emotional, tender, warm and affectionate feeling awarded. We hope these ideas help you conserve some cash while still enjoying a cheerful Valentine's Day.

For more financially fit ideas for couples check out our [Money Skills for Newlywed Couples](#) and our e-magazine wedding issue "[Marrying your Finances](#)."



Artwork by
Jerry Williams



Upgrade²⁰¹⁹
Your Health. Your Plan.

Qualify to upgrade your health plan in 2019

The State of Indiana is again offering a way to upgrade your health plan during Open Enrollment this fall. Similar to years past, the Wellness Consumer Driven Health Plan (CDHP) offers the lowest premiums compared to the other options. If you are currently enrolled in state medical benefits, you can qualify for the 2019 Wellness CDHP by reaching an **Earned Status of Silver** in Go365 by August 31, 2018. This means all points must be processed and posted to your Go365 account by the August 31 deadline. Don't wait until the last minute to submit information since processing of activities can take up to 45 days to be reflected in your account.

Go365 is an incentive-based wellness portal that empowers

you to invest in your health. The quickest path to Silver Status within the program is completing the:

Health Assessment, a confidential assessment that helps you to identify health risks, as well as giving you the opportunity to create a plan to address potential risks. Get started today!

Biometric Screening, with your primary care physician or attending one of many free screening events happening around the state in coming months. These numbers are kept confidential from your employer. Screening forms must be self-submitted to Go365 by June 30, 2018, in order to guarantee points towards qualification for the 2019 Wellness CDHP.

Personalized activities such as goals, fitness tracking, online educational courses or health coaching – Based on your Health Assessment responses, some healthy goals are recommended for you. Decide what you want to work on, engage in healthy activities to support your goals and receive Points to raise your earned status.

Our goal is to provide you and your dependents with tools and programs that assist you in improving your overall health and well-being. By ensuring each family member is actively engaged, you can reach Silver Status in no time.

Check the [Upgrade 2019/Go365 Help page](#) for assistance on getting to Silver Status.

Complete a biometric screening & earn Go365 points



Biometric Screenings are similar to yearly wellness exams – they collect measurements such as height, weight, waist circumference, cholesterol, fasting blood glucose, and more.

Completing your biometric screening can earn you up to 4,000 points in Go365 – a substantial number of points toward achieving Silver Status to qualify for the 2019 Wellness Consumer Driven Health Plan (CDHP).

PLEASE NOTE: The deadline for submitting biometric screening results is June 30, 2018 in order to guarantee points count toward qualification for the 2018 Wellness CDHP. We recommend [submitting your results](#) as early as possible to ensure points are processed in a timely fashion.

More importantly, biometric screenings, along with the Health Assessment, are used to calculate your Go365 age, which determines if you are living older or younger than your actual age based on a variety of factors. This information offers insight into your current lifestyle habits and is helpful in reaching your health and wellness goals.

How to Sign Up for a Biometric Screening

Biometric screenings are free and can be completed at a state-sponsored clinic, a partner clinic

around the state or at your primary care physician’s office. Information about completing a biometric screening at a partner clinic can be found [here](#). Information about completing a biometric screening at your primary care physician’s office can be found [here](#).

State-sponsored biometric screenings have been scheduled over the next several months both at the Indiana Government Center in Indianapolis and around the state. While these screenings are scheduled at state facilities, the results cannot be accessed by the state; instead, the results are sent straight to Go365 to calculate your Go365 age and add points to your profile.

We’ve posted the schedule on the Invest In Your Health website ([See Biometric Screening Schedule](#)) and encourage you to regularly check the schedule to see when these free biometric screenings are coming to your area. On the page, click the link to the right of any date and location to sign up for a biometric screening.

Open vs. Closed Sites

There are two types of biometric screening locations – open and closed. Open sites are those with biometric screenings that accept all employees, spouses, and dependents* over the age of 18. Closed sites only accept employees who work at that specific location.

If you have further questions, contact your Human Resources department for information on how to set up an appointment.

*Adult dependent children do not receive points in Go365 for completion of Health Assessment or Biometric Screening.

Check with Caremark if you get R/x refills

Do you have your prescription on auto-refill? If you do and you use mail order you must contact CVS Caremark prior to your first refill in 2018. While CVS Caremark has your prescription on file, they must set-up your payment method before processing the refill. To request your mail order refill contact CVS Caremark at 1-866-234-6869 or visit www.caremark.com.

Prescriptions that are auto-refilled at a retail pharmacy will continue as normal. As a reminder, you will need to provide the pharmacy with your new insurance card in order for the prescription claim to process correctly. If you forget to update your insurance information, your prescription will be denied due to no coverage.

If you have any questions about your prescription coverage or other health benefits, please contact the Benefits Hotline at 317-232-1167 or toll free at 877-248-3011 if outside of the Indianapolis area. The Benefits Hotline is available Monday through Friday from 7:30 a.m. to 5 p.m. EST.

Get a discount on registration fee for the Mini-Marathon & 5k

Join the State of Indiana team as we participate in the OneAmerica 500 Festival Mini-Marathon & Finish Line 500 Festival 5K's Employee Wellness Challenge. Take the pledge toward a healthier year by joining us! The team is comprised of both runners and walkers, both at the mini-marathon (13.1 miles) and the 5k (3.1 miles) distances.



[Register online](#) and receive a discounted entry to the IndyMini with the Employee Wellness Challenge by selecting the State of Indiana team as your group name at registration. Sign up for the Mini-Marathon for \$65 or the 5K for \$30 from now until April 30, 2018.

Please use your state e-mail address, if you have one, when registering and do not pass the registration link to those who don't work for the State of Indiana.

If you have registered previously, e-mail bpawelak@500festival.com to be added to the State's team and to get refunded the difference between the discounted rate and what you paid.

Learn more about the race at indymini.com.

File your taxes for free!

Was your adjusted gross income \$66,000 or less in 2017? If so, you may be eligible to file your state and federal taxes for free with Indiana Free File (INFreeFile) from the Indiana Department of Revenue (DOR).

INFreefile provides faster refunds, easy-to-use software, and secure way to file your taxes. Did you know, filing electronically can save you money, but it also has a 98% accuracy rate? Our qualified vendors can also help you find deductions and credits you qualify for, saving you money. File today at freefile.dor.in.gov.

If you have questions, contact DOR's Customer Service Center at 317-232-2240 or check us out on our [website](#), [Facebook](#) or [Twitter](#).

2018 Employee Assistance Program wellness webinar calendar



View the webinars on demand — anytime, anywhere. Submit a question and receive a response via email. Questions are logged in a FAQ section so you have the ability to browse and learn from the questions of others.

	Monthly theme	Monthly webinar title	Webinar description Join us for these introductory webinars on work-life topics.
JAN	Free yourself Becoming organized and clutter-free	Everything in Its Place: Getting Organized Available on demand starting Jan 16	When we are not organized, we waste precious time and create chaos in our lives. Minimize the stress and maximize the tranquility that comes from putting everything in its place.
FEB	BFF Being your own best friend	Self-Care: Remaining Resilient Available on demand starting Feb 20	Learn to identify ongoing symptoms of stress and how to find a healthier approach to the demands of work and home.
MAR	Staying on track Budgeting and personal finances	Your Routine Financial Checkup Available on demand starting Mar 20	Examine your finances from a variety of perspectives, and review and prioritize all of your debts as you explore your assets.
APR	Keep it kind Creating positive interactions	Maintaining Respect and Civility in the Workplace Available on demand starting Apr 17	Identify methods to assertively address inappropriate conduct within the workplace to promote a healthy work environment.
MAY	Life 101 Basic skills of adulthood	DIY: Apps and Guides for Household Management Available on demand starting May 15	Get a helpful overview of key household management items, as well as links to guides and apps to help you keep track of it all.
JUN	Rise up! Reducing sedentary behavior	Improve Your Health With Proper Ergonomics and Frequent Movement Available on demand starting Jun 19	Research has found that a sedentary lifestyle is just as or more harmful than smoking. But we can impact this by incorporating frequent movement into our lives!
JUL	Grocery run Making sense of nutritional information	Eating Your Way to Wellness Available on demand starting Jul 17	This session focuses on the USDA's MyPlate with tips and resources on how to eat your way to better and long-lasting health.
AUG	Ages & stages The new developmental milestones	Technology and Keeping Your Kids Safe Available on demand starting Aug 21	The seminar touches on the risks facing children online. You'll learn helpful tips, from where to locate the computer in the home to available parental computer monitoring programs.
SEP	GPS! Charting a course to reach your goals	Creating a Personal Development Plan Available on demand starting Sep 18	Participate in this session to understand effective goal setting and identify potential obstacles that can create barriers to reaching your goals.
OCT	Bounce back Recovering from stressful situations	A Personal Guide to Building Resiliency and Coping With Change Available on demand starting Oct 16	It's not what happens to us but how we respond to what is happening to us. This seminar will empower you to become more resilient.
NOV	Talking together Family conversations about aging	Caring for Aging Relatives Available on demand starting Nov 20	Older relatives may require more care than family or neighbors can provide. This seminar is a helpful first step to determine what kind of care is needed.
DEC	Just ask Asking for what you need	Say What You Mean the Right Way: Healthy Forms of Communication Available on demand starting Dec 18	There are many ways to communicate how you feel to the people in your life. Explore how you can use communication to strengthen your relationships.

To view a seminar on demand go to anthemeap.com and enter **State of Indiana**
You'll find these and other seminars in the **Seminars Center** that rotates in the middle of the page.

Anthem Blue Cross and Blue Shield is the trade name of: In Colorado: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc. In Connecticut: Anthem Health Plans, Inc. In Georgia: Blue Cross and Blue Shield of Georgia, Inc. In Indiana: Anthem Insurance Companies, Inc. In Kentucky: Anthem Health Plans of Kentucky, Inc. In Maine: Anthem Health Plans of Maine, Inc. In Missouri (excluding 30 counties in the Kansas City area): RightCHOICE® Managed Care, Inc. (RIT), Healthy Alliance® Life Insurance Company (HALIC), and HMO Missouri, Inc. RIT and certain affiliates administer non-HMO benefits underwritten by HALIC and HMO benefits underwritten by HMO Missouri, Inc. RIT and certain affiliates only provide administrative services for self-funded plans and do not underwrite benefits. In Nevada: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc., dba HMO Nevada. In New Hampshire: Anthem Health Plans of New Hampshire, Inc. Anthem Health Plans of New Hampshire, Inc. HMO plans are administered by Anthem Health Plans of New Hampshire, Inc. and underwritten by Matthew Thornton Health Plan, Inc. In Ohio: Community Insurance Company. In Virginia: Anthem Health Plans of Virginia, Inc. trades as Anthem Blue Cross and Blue Shield in Virginia, and its service area is all of Virginia except for the City of Fairfax, the town of Vienna, and the area east of State Route 123. In Wisconsin: Blue Cross Blue Shield of Wisconsin (BCBSWI), underwrites or administers PPO and indemnity policies and underwrites the out-of-network benefits in PDS policies offered by CompCare Health Services Insurance Corporation (CompCare) or Wisconsin Collaborative Insurance Company (WCIC). CompCare underwrites or administers HMO or PDS policies; WCIC underwrites or administers Well Priority HMO or PDS policies. Independent licensees of the Blue Cross and Blue Shield Association. ANTHEM is a registered trademark of Anthem Insurance Companies, Inc. The Blue Cross and Blue Shield names and symbols are registered marks of the Blue Cross and Blue Shield Association.



Personal purchases for less.

The State of Indiana receives special pricing from Staples Business Advantage® — and, as a State employee, you can too! Enjoy the same discounts on the things you buy for yourself and your family.

Take advantage of incredibly deep discounts:

- Order directly from StaplesAdvantage.com
- Have your order delivered FREE right to your home (personal purchases cannot be shipped to an office)
- Use only your personal credit card for payment
- Realize big savings with Staples' full product offering

Register for your personal account today at:

<https://register.staplesadvantage.com/c/s?RegFormId=yFmtfo>

For more information, contact Chris Constantine at chris.constantine@staples.com

Contract Expiration: 3/31/2018