1. What can we do to help with recruiting?

OPPORTUNITY #1

If you have connections with any of the following and would be willing to share how UCP could get in touch with these groups to share about the job opportunities that we have available, please let us know! You can simply email us at jobs@ucpcentralpa.org.

- Parent Support Groups (e.g., play groups, FB parent resource groups, parent-teacher associations, etc.)
- Churches
- Community Organizations (e.g., American Legion, Kiwanis, Lions Club, Rotary, etc.)
- Community Bulletin Boards (traditional or online boards)

OPPORTUNITY #2

Paint your community with flyers and/or yard signs advertising that UCP is hiring. If you know of places in the community where a flyer can be hung, or if you would be willing to put a sign in your yard (or know of neighbors or friends or businesses who would be willing to do the same), let us know at jobs@ucpcentralpa.org. We will gladly send you as many flyers and/or yard signs as you want!

OPPORTUNITY #3

Don't forget that if you successfully refer someone for employment, you will be eligible for up to $1,000 per referral! Additionally, through December 31, new hires in select 20+, 30+ and FT positions (Residential and CPS DSPs, Supervisors and Managers; CPS Coordinators, Habilitation Specialists and Employment Specialists) are eligible for a sign-on bonus of up to $500! Up to a $1,000 sign-on bonus is available for new hires filling 2nd shift Residential positions, any shift positions at the Harrisburg/Royal residential home, and all positions at Middletown CPS. Both you and your referral could end up with some extra money in your pocket.

OPPORTUNITY #4

Easily share a job from our website with your network of contacts by clicking on a job title at https://careers-ucpcentralpa.icims.com/jobs/search?ss=1&hashed=-435590743below and then using the buttons on the job posting to email a friend or share on social media .

2. Please explain what UCP is doing to remain competitive in terms of DSP salaries and other salaries for other positions? How can other providers (some larger than UCP and some smaller than UCP) pay $19 an hour while UCP only pays $16 an hour? The larger providers have much more overhead than UCP yet still are able to pay much more than UCP. Thanks.

This is an area we are always actively evaluating and monitoring as an organization—which includes a market assessment of the pay rates of others in our industry. We act when we are able. In the last year we have invested a lot of money into employee compensation including both an increase in wages—as well as various additional payments to help supplement the overall compensation. This area will always remain a top priority for leadership.

Larger organizations may not necessarily have more overhead. Overhead is typically presented as a percentage--- and as organizations get larger, their percentage may not change and may even reduce due to economy of scale. The smaller an organization is—generally it's harder for them to reduce their overhead.

With the state reimbursements that we receive, and the other funding sources that are available to us, UCP allocates as much of that into our employees' pockets as possible. In FY23 alone, 88% of our operating budget will be spent on employee salaries and benefits.

3. **Help me understand what I need to do for the wellness program.**
Wellness Program activities are **due October 31**.

Your Wellness Program is called "Prevention Plus Rewards" and is hosted by Highmark on the Sharecare platform. This means that the list, and tracking, of your activities are all in one place, in Sharecare. You can access the Sharecare platform from your computer at www.mycare.sharecare.com or by downloading the Sharecare app to your smartphone or tablet.

There are no activities to track anywhere but in the Sharecare platform and there are no forms to return. **Instructions to register and log in to Sharecare are attached to this FAQ**.

- **Complete your 4 activities:**
  1. **Required** – Get an annual physical, which must be billed to Highmark by your provider as an annual physical. Please make sure that you mention this to your provider at the time of the physical. A completed physical can take up to 6 weeks to show as completed in the Sharecare platform, so please don't panic!
  2. **Required** – Complete the Real Age Test (click on the link in Sharecare).
  3. **Required** – Complete two of the following activities:
     ✓ Engage in **Health Coaching** – click on the link in Sharecare and submit a request to meet with a Health Coach. They respond quickly and you

could easily complete this activity within 3 weeks depending on what you're discussing with them.

✓ Engage in the **Real Age Program** for 3 weeks (see flyer) – you must enroll in the program for it to track your activities, and you must be sure that the activities register 4 of the 7 days each week that you are in the program.

✓ Achieve **60 Green Days** (see flyer) – this will take you at least 60 days to complete, and you can update the tracker in Sharecare up to 7 days retroactively, but not further. It's important to get into Sharecare at least every couple of days to ensure that you're tracking your information for your days to register green.

✓ Get a **cancer screening** – breast cancer, cervical cancer, colorectal cancer
  o Must be billed to Highmark by your provider as a cancer screening. Please make sure that you mention this to your provider at the time of the screening. A completed screening can take up to 6 weeks to show as completed in the Sharecare platform, so please don't panic!

✓ Get a **diabetic eye exam**
  o Must be billed to Highmark by your provider as a diabetic eye exam. Note that this is <u>not</u> your regular annual eye exam.

✓ Get a **diabetic HbA1c test**
  o Must be billed to Highmark by your provider as a diabetic HbA1c test.

QUESTIONS?
If you have any questions at all, please click here to submit a ticket to HR.

SHARECARE- NEW ACCOUNT REGISTRATION

1. **On or after May 1, 2022**, go to mycare.sharecare.com and click the **Create My Account** link.
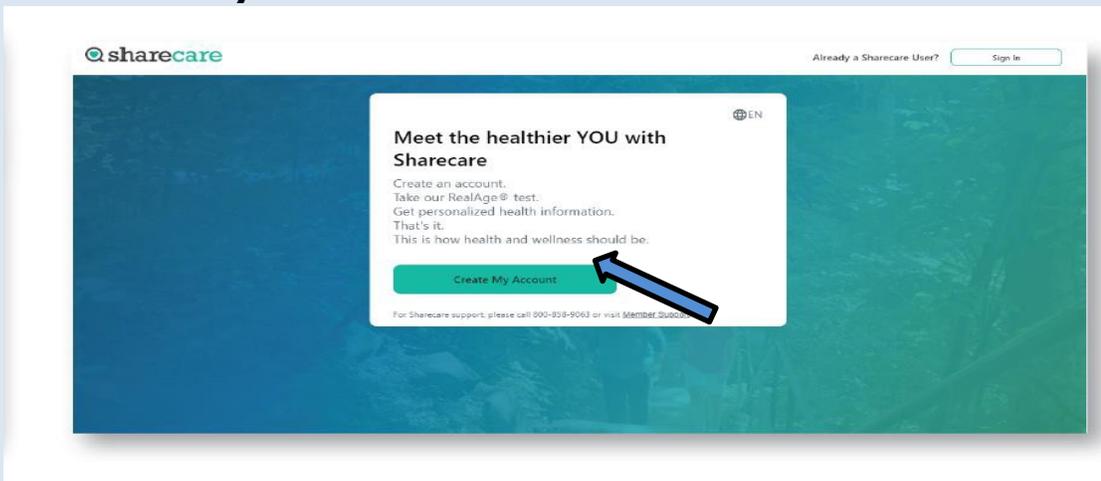
2. Fill out the required fields, enter the numeric portion of your member ID and click **Create My Account.**
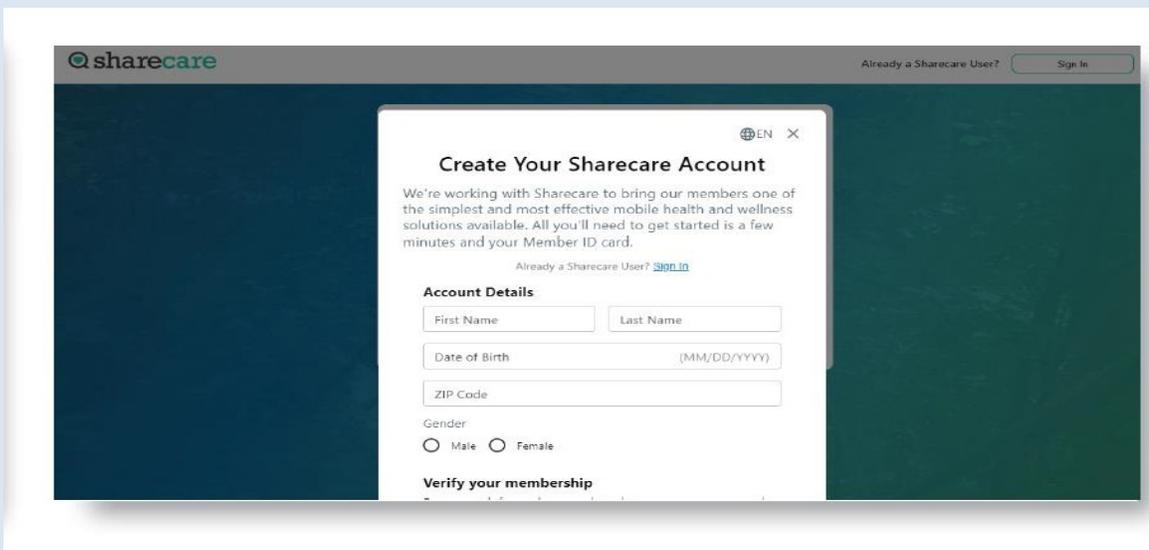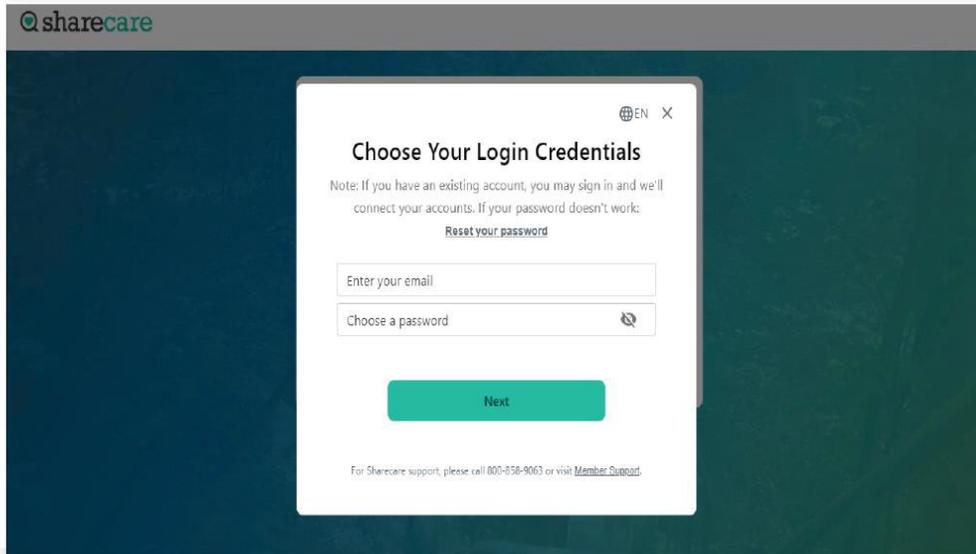

Be sure to enter the information as it appears on your member ID card. This will ensure for the most accurate account setup.

When entering your member ID number, please note that you do not need to enter the first 3 alphabetical values

SHARECARE- NEW ACCOUNT REGISTRATION

3. Choose your login credentials

Enter your preferred email and create a password for account according to the credential layout.

4. Set your preferences
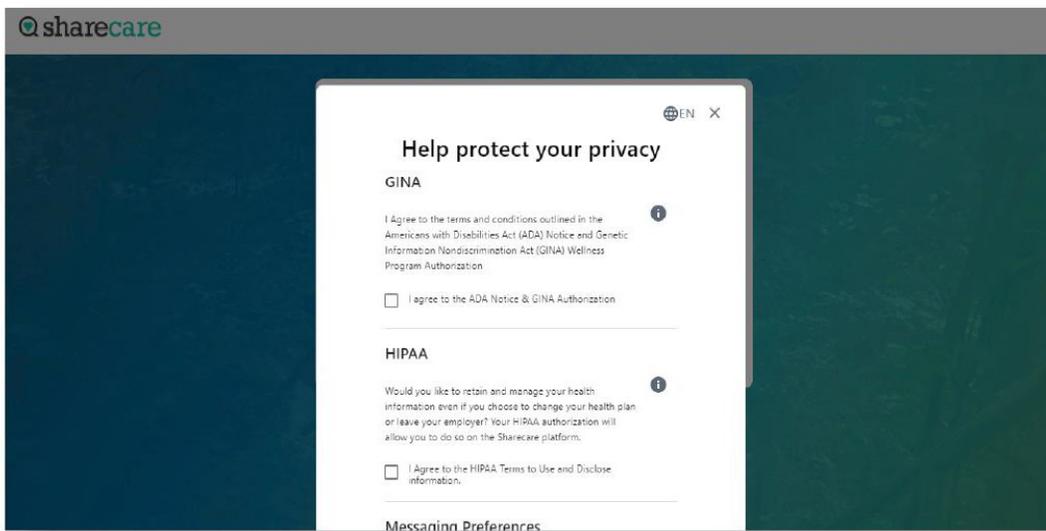
Registrants must check off and certify the GINA and HIPAA privacy notification boxes to continue with account creation.