

Program Operations

BlueLIFE is designed to operate as an ongoing, multi-year wellness program for all current and future active members of the Command Officers Association and civilian commanding officers. This Initiative's foundation is based on an inextricable combination of health screenings, health education and skills development, designed to both inform and facilitate positive health behaviors among participants.

Neither the COA nor BSS have the resources available to research, develop and publish health information for use in this Initiative on an ongoing basis. Therefore, **BlueLIFE** primarily relies upon existing organizations as sources of health information. There are a multitude of well-respected, scientifically-based Federal, State and Non-government Organizations that will be used as ready sources of non-copyrighted health information.

Behavioral Science Services will locate and organize the information, vet it in terms of applicability and cultural relevance, and utilize social media to distribute this information through the new BSS website, DrLAPD tweets and email. Behavioral Science Services will use our well-established relationships with major medical centers in Los Angeles as additional sources of health consultation and to facilitate Initiative screenings.

Interested participants will have ready access to this information via their iPad, tablet, smartphone or computer, and can spend their valuable time implementing health behaviors rather than trying to decode what is and is not valid and applicable health information.

Access to Records

Behavioral Science Services maintains confidential clinical program records on all **BlueLIFE** participants. These records typically contain, but are not limited to, a participant's contact information (obtained from an on-line form), executed Informed Consent, a copy of the first page of the Personal Pledge, health screening forms, documentation of participation in on-line and other health trainings, clinical counseling notes, correspondence required to obtain continuing education bonus credit or Command Officers Association incentive. Any other medical records, which participants may elect to submit during the course of this program, are also maintained in this same file.

As articulated in the **BlueLIFE** Informed Consent (see Appendix A), only supervising psychologists (viz., Chief Police Psychologist and Police Psychologists II) and the Department's Registered Dietitian have access to and may review the contents of a participant's clinical program record. BSS administrative staff maintain these files, but are not permitted to review details of the material contained therein. Your clinical program file is treated as a medical record to ensure confidentiality. The clinical record allows for effective ongoing consultation and dialogue between the supervising psychologist, registered dietitian and you.

Confidentiality

Maintaining your confidentiality is critical and is of the utmost importance to all BSS staff members. Behavioral Science Services is dedicated to promoting the health and wellbeing of all Department employees and ensuring the confidentiality of each employee's communications with their psychologist and/or registered dietitian. As you share select health information with BSS clinical staff, you should know that the information will be kept private and confidential.

Communications between you and your psychologist are protected under patient-psychotherapist confidentiality in accordance with California statute and regulation. As a BSS client you are the "holder of privilege." This means that most anything you share with a psychologist in the context of receiving professional psychological services is **completely confidential** and cannot be shared with anyone else without your expressed written authorization. This confidentiality extends to all health screenings and medical records that are incorporated into your counseling and retained in your clinical file. There are certain exceptions to confidentiality which you should be familiar with; the exceptions to the rule of confidentiality are articulated in the **BlueLIFE** Informed Consent which you should read carefully (See Appendices A & B).

Key Program Components

Facilitating a thorough annual physical exam through your private health care provider;

- a) Two or more on-site health screenings at no cost to you;
- b) Ten on-line education programs, each containing three to five culturally relevant health topics;
- c) Four on-line health surveys which provide you with immediate feedback;
- d) Free and ready access to valuable health interventions, such as immunizations;
- e) Multiple weekly health tips delivered via DrLAPD tweets;
- f) In-person health consultations on nutrition, disease prevention and peak performance;
- g) Monthly on-line forums in which participants can ask questions of various experts (late 2014);
- h) Access to program incentives, including CEB credit; and
- i) The legal protection of confidentiality, as well as protected and secure program administration.

Program Participation

Participation in this Initiative is completely voluntary. A brief marketing campaign will take place from December 2013 through February 28, 2014. Beginning in mid-January 2014, interested COA members and civilian commanding officers will access the BSS webpage (www.lapdbluelife.com) and follow the directions posted on the site to sign up. Participants will also have an opportunity to join **BlueLIFE** and obtain a health screening on January 23, 2014, when BSS hosts a half-day training day focused on health and wellness.

You will be provided information on the Initiative, the benefits you could expect from active participation, and how you may qualify for an incentive for your good health behaviors and effort. After joining, you will start receiving DrLAPD tweets and other action-oriented health information.

Once you are enrolled in the program, you will be contacted by a BSS supervising psychologist and dietitian. The first of two on-site health screenings will take place January 23, 2014, at the Police Administration Building. Psychologists and the dietitian will be available to answer questions about the Initiative, disease prevention, useful mind skills and nutrition. We anticipate holding the second screening during the latter part of the third quarter. You will utilize the website to participate in on-line training courses, access various anonymous health assessments, and periodically update your health information.

Every month there will be new health promotion modules posted on the website and you will have 45 days in which to complete the training. After completing the online study materials for the month, you will be directed to a brief quiz. Successful completion of the quiz will automatically be recorded as your ongoing participation in the Initiative. You can log on at any time of the day to review the educational materials, screenings or to update your health information. **BlueLIFE** has been configured so that you can use any computer or tablet to conveniently access the Initiative's website.

You will receive regular updates and a status report that provides general screening advice and recommendations based on your health measures. If there are ever any self-reported measures which may be indicative of potential harm (ex., a participant reports blood pressure of 180/120), BSS supervising psychologists or the dietitian will contact you and direct you to seek appropriate medical attention. Each quarter, you will receive a brief summary reflecting how on-target your status reports are with your Initiative objectives and where you are in relation to earning an incentive.

During the latter part of June and again in December 2014, BSS will generate reports from the information obtained throughout the year. In accordance with the incentive scoring system, BSS will calculate the bonus level (viz. Platinum, Gold, Silver) you have earned. The CEB units will be calculated at the end of June; overall performance and participation levels will be used to calculate the Initiative bonus at the end of December. The Commanding Officer of Behavioral Science Services will then issue a 15.2 to Training Bureau and a letter to the Command Officer Association's Board of Directors, indicating by participant name how many hours of education were completed and what bonus category was achieved. No other information or detail will be released by BSS. The COA

will have sole responsibility for issuing any incentive payment they have deemed appropriate. Finally, all active participants, irrespective of level of incentive earned, will be periodically entered into a random drawing for one of any number of health-related gift certificates.

Health Focus & Point System

BlueLIFE utilizes incentives to encourage you to achieve and maintain good personal health in order to prevent disease and disability. A participant’s incentive is based on the total number of points earned during the course of the year. A select group of health measures and activities (“components”) were selected as the focus of this Initiative based on their relevance to overall health. Each component provides participants with a sound measure by which to both assess their current status and track their health progress. We felt it necessary to assign a numeric score to each component in order to develop an overall construct of health and wellbeing. Each component has a maximum number of points that can be earned which reflects performance within the normal range (“WNL”- within normal limits). At the same time, those who are not performing within normal limits but are making a concerted effort to improve their health may earn points for their effort (“for Effort”).

Program Points by Component

		Participation Frequency	Program Points Earned by Category			
			WNL / 80%+	not WNL	for Effort	No effort or participation
Core Health Concept	Annual physical exam	1x/12 months	n/a	n/a	n/a	Required for bonus eligibility
	No tobacco use	No use or sustained efforts to stop evident throughout program	20	0	10	0
	Exercise	2½ hrs+ /week of exercise	20	0	10	0
	Weight / BMI	1x/month measure	20	0	10	0
	Healthy Diet	2 consults with dietitian / year	10	5	0	0
	Health education ¹	Consistent (80%) monthly participation	20	10	0	50% participation required
	Alcohol use	Max. women-1 drink/day, men-	10	5	5	0

		2/day				
Critical Screening	Blood Pressure	At least 1 measure WNL	10	0	5	0
	Triglycerides	At least 1 measure WNL	10	0	5	0
	Cholesterol (total, LDL, HDL)	At least 1 measure WNL	10	0	5	0
	Glucose	At least 1 measure WNL	10	0	5	0
	Mental fitness/resiliency screening	At least 3x/12 months	10	0	5	0
Maximum points possible			150	20	60	0

Participants are either within normal ranges or regularly engaged in a specific health behavior (WNL) or they are not. The maximum number of points in any one category that can be earned is reflected in the WNL column. Participants who are “not WNL” earn the points under that column; if those same individuals are also actively engaged in trying to improve their health, they earn the points listed under the column “for Effort.”

WNL – Within Normal Limits. Represents an objective standard.

It is anticipated that sworn commanding officers will earn one (1) to one and a half (1.5) hours of continuing education toward their annual CEB for each month’s education they complete.

Initiative Incentives

Incentives have historically been used effectively to encourage people to engage in positive health behaviors. Even when an individual experiences an overt symptom indicative of a possibly serious health condition, most adults do not take timely action to have the condition evaluated. Public health studies consistently show that irrespective of age, sex, education or occupation, almost one in three individuals do not participate in health-promoting behaviors. Therefore, it is important to utilize an incentive that has personal value to the majority of the target audience.

The Command Officers Association intends to offer a cash incentive for sworn commanding officers who actively participate in **BlueLIFE**. They are extending this same privilege to civilian commanding officers, as part of their commitment to Department wellness. Those sworn and civilian commanding officers who participate in **BlueLIFE** must obtain an annual physical exam and engage in regular health-promoting activities, irrespective of whether they are in optimal health or not, to earn a cash incentive. Those with better health status and who engage in regular health-promoting behaviors may earn higher levels of cash incentive. Participants who engage in few, if any, program components may not earn a cash incentive.

Neither Behavioral Science Services nor the Los Angeles Police Department have any ongoing role in determining what, if any, cash incentive the COA offers to program

participants.

Incentive Rates

	Level I	Level II	Level III
	Platinum	Gold	Silver
Maximum score	150 points		
Performance rubric	95% max +	80 — 94% max.	50 - 79% max.
Range of scores	141+	120 - 140	75 - 119
COA incentives	\$ 4 0 0	\$200	\$100
CEBs	Units based on total number of hours of training a participant engages in during the course of the calendar year.		
"Give-aways"	All active participants will be eligible for a give-away of health-related merchandise / services.		

¹ COA incentive information was provided by the Command Officers Association Board of Directors.

Continuing Education Bonus

Sworn commanding officers may earn a salary bonus of 1% for completing continuing education in professional development (MOU 25 [2011], Article 5.2 C) each fiscal year. Sworn Commanding Officers who are both members of, and actively participate in, **BlueLIFE** and complete monthly on-line trainings and the corresponding quizzes ("Check-Ups") are entitled to earn hourly credit toward their annual Continuing Education Bonus (CEB) (approved by Training & Personnel Bureau, October 2013). Participants must earn a "passing score" of at least 70% correct on any quiz to qualify for hourly credit. The total maximum units, which may be earned in any one calendar month, is between 1.0 and 1.5 hours. NOTE: Training for the months of July and August, and November and December are combined; the maximum number of credits for both months together is 1.0 to 1.5 hours.