



## INSTRUCTIONS

*To be eligible to receive statewide awards, participating businesses must offer Blue Cross Blue Shield of Michigan health insurance as part of their coverage options.*

1. Select someone in your organization to be the Team Leader.
2. The team leader collects the beginning weight of those employees participating in the program. This should be done anonymously. Employees can write their weight on a piece of paper and submit it into a collection box. The team leader then totals the weight of the employees.
3. The team leader then registers the company at [www.bcbsm.com/yourhealth](http://www.bcbsm.com/yourhealth) (look for the blue registration button) by submitting the company name, number of employees participating, and the total team starting weight. Registration opens on **Mon. Feb. 19, 2018**. Please also notify the Petoskey Regional Chamber of Commerce of your participation by contacting Alexis Denoyer at [alexis@petoskeychamber.com](mailto:alexis@petoskeychamber.com) be sure to put Win By Losing Team in the subject line. Alexis just needs to know the company name and number of participants.
4. Begin Weekly Weigh-ins. It is recommended that you set a consistent day and time for weigh-ins. This can be done with a scale at the workplace, or people can weigh themselves at home and bring the weight in. Again, weights are placed anonymously into a collection box, totaled by the team leader, and the total submitted at [www.bcbsm.com/yourhealth](http://www.bcbsm.com/yourhealth) by your team leader 5:00 p.m. each Friday. The first weigh-in total is due upon registration and will continue each Friday through April 28. If you miss an occasional week of reporting (Spring Break) that's OK, but do the best you can with the weekly updates.
5. Blue Cross Blue Shield of Michigan's results will be used to determine the Petoskey-Harbor Springs Win By Losing winners. BCBSM's results will be final. The Health Care Task Force will determine **one overall** winner from the four different business-size categories. A Weekly Leader Board will be available at [www.bcbsm.com/yourhealth](http://www.bcbsm.com/yourhealth).
6. Winning participants will receive BOYNE Gift Cards. Gift Card amounts will vary based on the number of participants on the team. The total value of all gift cards will not exceed \$500 and the total value of the individual gift cards will not exceed \$50.

