



RISK

MANAGEMENT NEWS

We would like to welcome our new
Police Chief Buddy Grant to Citrus County Schools

January 2019

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Fun Facts About Working Life

1. Monday is the most common sick day.
2. Fridays are the least likely day to be sick. People are much happier and likely to go to work on Fridays. Fridays also tend to be the day where it is more social and positive in the office/workplace.
3. If you work 40 hours a week from age 20-65 you will work just over 90,000 hours in your lifetime.
4. Leonardo Da Vinci is credited with writing the first resume.
5. McDonald's has 761,000 employees worldwide. Yes. Really!
6. The average office worker spends 50 minutes a day looking for lost files and other items. That's almost an hour a day!
7. "Working for the Weekend" by Loverboy is ranked #100 on VH1's 100 Greatest Songs of the 80's.

Chief Grant is a life-long resident of Citrus County. Upon graduation from Citrus High School, he joined the U.S. Army where he served for three years in an infantry unit and was honorably discharged as Sergeant. He then attended the University of Central Florida and earned a BS degree in Criminal Justice. Subsequently, Buddy received his MBA from St. Leo University. In 2003 he was commissioned as an officer in the National Guard where he served for approx. three years.

Chief Grant has been in law enforcement for more than 23 years. He attended the Southern Police Institute at the University of Louisville in Kentucky where he graduated with honors from the Administrative Officers Course and in 2006 he obtained his Certification as a Public Manager from Florida State University. He also graduated from the FBI National Academy in Quantico, VA in 2014.

Buddy has been married for 25 years and has two children. He is a product of the Citrus County School System and understands the school district's safety and security initiatives and looks forward to once again serving his community in his new role as Police Chief of Citrus County Schools.

WORKERS COMP



... ..to the following schools for having no Work Comp incidents. These schools earned recognition for their safe practices.

1st quarter 18-19

Academy of Env Science/Marine Science Station
Floral City Elementary School
Crystal River Primary School
Withlacoochee Technical College
Citrus Springs Middle School
Inverness Middle School

2nd quarter 18-19

Academy of Env Science/Marine Science Station
Technology Resource Center
Homosassa Elementary School
Crystal River Middle School
Lecanto Middle School
Hernando Elementary School
Citrus Springs Middle School
Lecanto High School

3rd quarter 18-19

TBA

4th quarter 18-19

TBA

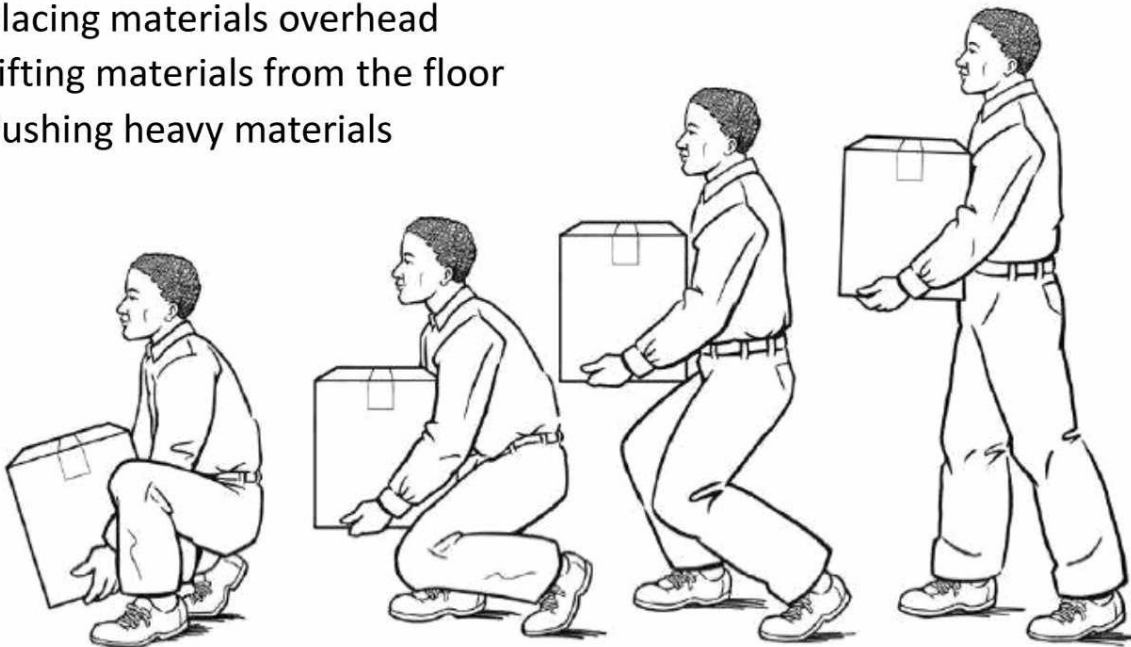




HEALTH HAZARDS || Proper Lifting

Despite all of the equipment, tools, and machinery that is used in manufacturing, manual labor is still needed to get most work done. What this means is that every worker is exposed to potential injuries to their back by simply doing the normal every day tasks they often don't think about. Tasks that can cause or aggravate an existing back injury include:

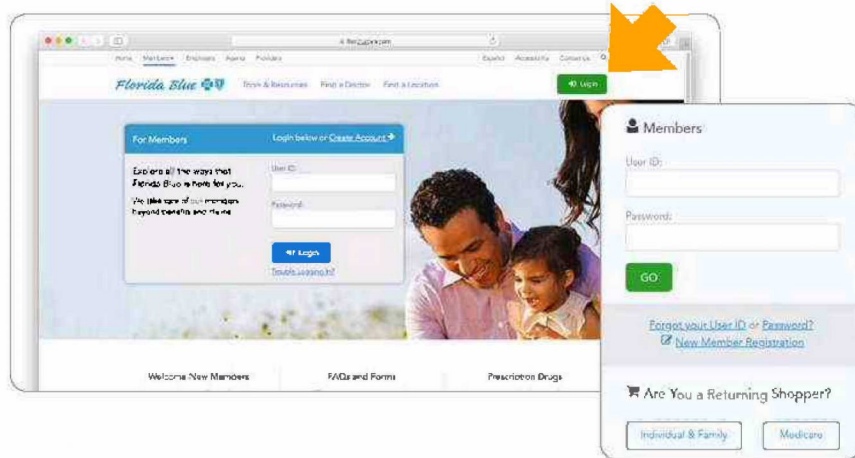
- Shoveling, twisting, or awkward body positions
- Bending, stooping, or squatting
- Kneeling for long periods of time
- Placing materials overhead
- Lifting materials from the floor
- Pushing heavy materials



Example of proper lifting/setting technique according to CDCs "Simple Solutions Ergonomics for Construction Workers."

- Cut down on carrying materials whenever possible by having them delivered close to where they will be used.
- When you must lift or carry materials: 1) Keep the load as close to your body as you can. 2) Try not to twist, turn your whole body instead. 3) Lift with your legs, not your back. 4) Lift the load using a solid two-handed grip. 5) Lift and lower materials in a smooth steady way, try not to jerk the lift.

Visit **FloridaBlue.com** to **Sign Up** and **Log In**



If you are already signed up for an account, simply enter your **User ID** and **Password** to log in. If you forgot these, click **Forgot your User ID or Password**. You'll need your Florida Blue Member ID to recover your User ID.

If you have trouble logging in, call 800-352-2583 for help.

New User Sign Up

Step 1: To Sign up for your Member Account, you'll need your **Member Number** (shown on your ID card).

Step 2: Fill in all of the boxes, and click **Next.**

(continued next page)

New User Sign Up (continued)

The screenshot displays the Florida Blue website's new user sign-up process, divided into three main sections. Step 3 is on the 'Welcome New User!' page, which includes a 'Sign Up Now' heading and a form with fields for 'Choose a User ID', 'Choose a Password', and 'Re-enter your Password'. It also features a checkbox for electronic communications and a 'Next' button. Step 4 is on the 'Set Up Your Security Questions' page, which includes a heading, an explanatory paragraph, and three sets of 'Create a Question' and 'Enter your Answer' fields. It also has a 'Next' button. Step 5 is on the 'You're Ready To Sign In.' page, which includes a heading, a 'Click Continue to view your account.' instruction, and a box showing the 'Your User ID is: lstevens'. A green arrow labeled '6.' points to the 'Continue' button at the bottom of this section.

Step 3: Choose and type in a User ID (click on User ID suggestion for help on User IDs).

Step 4: Choose and type in a Password. The Password must be typed in twice for security purposes. Click **Next**.

*If you opt-in for electronic communications, a screen for **email address** will also appear on this screen. If so, enter your email address twice, and click **Next**. (not applicable for everyone)*

Note: Write down your User ID and Password in case you forget them later.

Step 5: Type three different security questions and type an answer to each. Click **Next**.

Note: The security questions will be used if you forget your **User ID** or **Password**.

Step 6: Click **Continue**, and you'll be taken to the member website homepage.

Health insurance is offered by Blue Cross and Blue Shield of Florida, Inc., DBA Florida Blue. HMO coverage is offered by Health Options, Inc., DBA Florida Blue HMO, an affiliate of Florida Blue. These companies are Independent Licensees of the Blue Cross and Blue Shield Association. We comply with applicable Federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability or sex. ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-352-2583 (TTY: 1-877-955-8773). ATANSYON: Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele 1-800-352-2583 (TTY: 1-800-955-8770).

80684B-0518R



CareHere!

HealthMatters

NEWSLETTER

JANUARY 2019



CAUTION: FAD DIETS AHEAD!

Drop ten pounds in ten days! Get the body you want NOW!
Eat what you want and still lose weight!

Weight loss plans that make these promises sound too good to be true. Because they are! Such claims are empty promises that are often made by fad diets. Just like fashion fads, the weight loss from these plans likely won't last.

Fad diets are appealing because:

- They require minimal willpower and even less commitment.
- They promise quick results with almost no effort or decision making needed.

These are tempting reasons to try a fad diet, but is it worth the risk? Fad diets often fall flat because they are very restrictive and can't be maintained for long periods of time. They can also be dangerous and lead to missing key nutrients the body needs.

Fad diets work in the short term because they decrease calories. Low-calorie diets can lead to muscle loss along with fat loss. Over time this can cause your metabolism to slow down and make it harder to lose weight once you go back to your old eating habits!

The truth is...

- There are no magic foods or pills that will lead to quick weight loss that lasts.
- No shake or bar will magically melt fat and products that claim to do so should raise a red flag.

CareHere Health Coach Tip:

Avoid any diet plans, pills, and products that exclude major food groups, ban or limit specific foods or recommend rigid menus with the promise of rapid weight loss. Remember, slow and steady wins the race. Successful long-term weight loss begins with:

- Taking a close look at your eating habits.
- Paying attention to your hunger and fullness cues.
- Learning how to build a healthy plate.
- Becoming aware of how your emotions impact how you eat.

Need help? CareHere is here for you! Schedule an appointment today with a certified health coach for guidance and support on your weight loss journey. 877.423.1330 or visit [CareHere.com](https://www.CareHere.com).

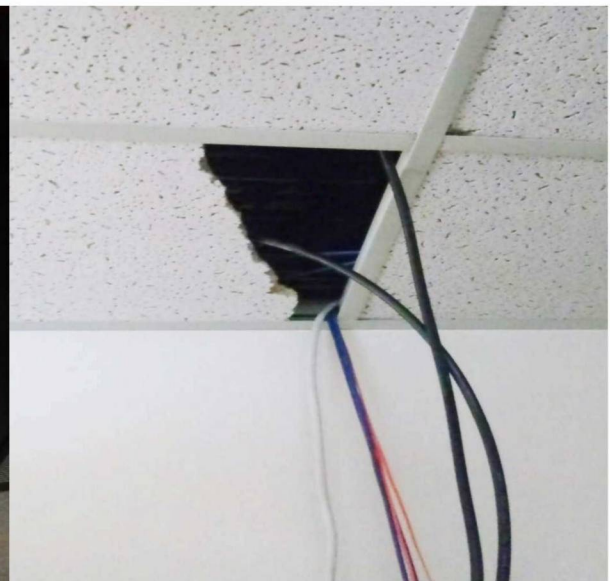
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From the Department of Code Compliance
Keeping You Safe Throughout Our Schools

Fire Safety In the Classroom

Improper Use of Power Strips & Electrical Cords Can Contribute to Electrical Fires

- A. Using extension cords as a form of permanent wiring
 - a. Extension cords are not designed as permanent wiring
 - b. Extension cords are for temporary use only
- B. Using frayed or damaged cords
 - a. Damage can cause arcing and sparking
 - b. Causing fires and or electrical shock
- C. Daisy chaining/ overloading extension cords and power strips
 - a. Overloading causes components to generate excessive heat creating a fire hazard
 - b. Daisy chaining is the use of multiple cords connected to increase the number of items that can be plugged-in, or to extend the distance the cords can reach
Once again causes cords to generate excessive heat
- D. Running electric cords under carpets, through doorways and ceilings
 - a. This practice places cords in a high likelihood of being damaged without notice



Risk Management/ Code Compliance Staff & Responsibilities



Cherise K. Cernich

**Director of Risk Management
and Employee Relations**
District School Safety Specialist
Risk Manager
Emergency Planning Council
Code Compliance



Steve Baumer

**Coordinator of Risk Management
and Employee Relations**
Chief Negotiator
Public Records Custodian
Employee Benefits & Health Insurance



Kim Van Etten

Employee Benefits Specialist
Health Insurance &
Group Benefits
Disability Insurance Claims
Student Insurance
New Hire Benefits Enrollment



Kayla Nelson

District Secretary
Health Insurance &
Group Benefits
403b Information
Wellness Center Information



Valerie Duke

District Secretary
Secretary to Risk Manager
& Code Compliance
Office Receptionist
Daily Office Procedures



Melinda Buckingham

Claims Management Specialist
Worker's Compensation
Sick Leave Bank
Liability Insurance
Property and Casualty Insurance



Greg Covino

Environmental Safety Project Leader
Coordinate Safety & Equipment Inspections
Installation & Inspection of Playground Equip.
Evacuation Drills



Tom Watkins

Health & Safety Specialist
SREF Inspections
Worker's Comp Investigations
Health & Safety Investigations

CONTACT INFORMATION

Combined Benefits Group 800.749.6458

Employee Benefit Portal: www.mybenefitshub.com/citruscountysb

Enrollment/Benefit Plan Information 1 - 6	
Employee Benefits Specialist	Kimberly Van Etten
Phone Number:	352.726.1931 x 2257
Email Address	VanEttenK@citrus.k12.fl.us

Identity Theft Protection 8 - 10	
Provider Name:	LifeLock
Provider Phone Number:	800.607.9174
Provider Web Address:	www.lifelock.com

Telehealth 15	
Provider Name:	Access Medical
Provider Phone Number:	800.800.7616
Provider Web Address:	www.accessmedcard.com

Dental 19 - 28	
Provider Name:	Ameritas
Provider Phone Number:	800.487.5553
Provider Web Address:	www.AmeritasGroup.com

Disability Income Protection 33 - 36	
Provider Name:	OneAmerica
Provider Phone Number:	800.553.5318
Provider Web Address:	www.OneAmerica.com

Term Life Insurance 41 - 44	
Provider Name:	Sun Life Financial
Provider Phone Number:	800.733.7879
Provider Web Address:	www.assurantemployeebenefits.com

Cancer 47 - 52	
Provider Name:	American Public Life
Provider Phone Number:	800.256.8606
Provider Web Address:	www.AMPublic.com

Critical Illness 55 - 58	
Provider Name:	Sun Life Financial
Provider Phone Number:	800.733.7879
Provider Web Address:	www.assurantemployeebenefits.com

Hearing Aids (Value Added Benefit!) 63 - 64	
Provider Name:	Hear4Less
Provider Phone Number:	888.538.5081
Provider Web Address:	www.Hear4Less.com

Guidance Resources 7	
Provider Name:	ComPsych
Provider Phone Number:	855.387.9727
Provider Web Address:	www.guidanceresources.com

Medical Insurance 11 - 14	
Provider Name:	Florida Blue
Provider Phone Number:	800.FLA.BLUE (352.2583)
Provider Web Address:	www.BCBSFL.com

Hospital Indemnity 16 - 18	
Provider Name:	American Public Life
Provider Phone Number:	800.256.8606
Provider Web Address:	www.AMPublic.com

Vision 29 - 32	
Provider Name:	Ameritas (VSP Network)
Provider Phone Number:	800.877.7195
Provider Web Address:	www.VSP.com

Universal Life Insurance 37 - 40	
Provider Name:	Mass Mutual
Provider Phone Number:	855.877.6161
Provider Web Address:	www.MassMutualAtWork.com

Accidental Death & Dismemberment 45 - 46	
Provider Name:	CIGNA
Provider Phone Number:	800.732.1603
Provider Web Address:	www.CIGNA.com

Accident 53 - 54	
Provider Name:	American Public Life
Provider Phone Number:	800.256.8606
Provider Web Address:	www.AMPublic.com

Flexible Spending Accounts (FSAs) 59 - 62	
Provider Name:	Total Administrative Services Corp
Provider Phone Number:	800.422.4661
Provider Web Address:	www.TASOnline.com

Optional Life	
Provider Name:	Florida Combined Life
Provider Phone Number:	800.FLA.BLUE (352.2583)
Provider Web Address:	www.BCBSFL.com