



Summer Vitality

Dickinson

HUMAN RESOURCE SERVICES

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National Men's Health Month



Healthy Tips for Men by Health Advocate

According to a survey by *Men's Health* magazine and CNN, one third of American men do not go to the doctor for check-ups. Often, this is due to men feeling fear, denial, embarrassment or that their masculinity is threatened (American Medical Association). National Men's Health Month was created to empower men to take control of their health. During this time, healthcare providers, public policy makers, and the media make an extra push to encourage men and boys to seek regular medical advice and early treatment for disease and injury.

Men can take daily steps to live safer and healthier lives and protect themselves from disease and injury. This doesn't have to be an entire overhaul of how you go about your daily routine. There are numerous things you can do every day to improve your health and stay healthy. Try the following suggestions:

Get Enough Sleep: Insufficient sleep is associated with a number of chronic diseases and conditions, such as diabetes, cardiovascular disease, obesity and depression. Also, insufficient sleep can be responsible for motor vehicle and machinery-related accidents, which causes substantial injury and disability each year. Sleep guidelines from the National Sleep Foundation recommend that in general, adults need between 7-9 hours of sleep a night.

Be Smoke Free: Avoid smoking and secondhand smoke. Quitting smoking has immediate and long-term benefits. According to Mayo Clinic, within 20 minutes after smoking that last cigarette, your body begins a series of positive changes that continues for years. The heart rate decreases, twelve hours later, carbon monoxide in the blood returns to normal, and after a year the risk of having a heart attack related to smoking drops by half. There's no time like the present to quit.

Be Physically Active: The summer is a good time to get active with family and friends. Physical activity can help you maintain a healthy weight and lower cholesterol and blood pressure. The Surgeon General recommends that adults should engage in moderate exercise for 2 hours and 30 minutes every week. Walk, go for a hike or a bike ride, or head to the local pool for a swim. For more information, see CDC's Division of Nutrition, Physical Activity, and Obesity web site.¹

Eat What Counts: Eat a variety of fruits and vegetables every day. Try to steer clear of drinks high in calories, sugar, fat and alcohol. Choose healthy snacks. Here's a list ² provided by the American Heart Association of ways to eat a healthier diet.

Pay Attention to Signs and Symptoms: According to the Centers for Disease Control and Prevention (CDC), men should pay special attention to symptoms like discharge, excessive thirst, rash or soreness, problems with urination, and shortness of breath, and should see a doctor if they occur.

Know and Understand Your Numbers: Keep track of your numbers for blood pressure, blood sugar, cholesterol, and body mass index (BMI), just to name a few. These numbers can provide a glimpse of your health status and risk for certain diseases. Be sure to ask your doctor what tests you need and how often you need them. If your numbers are high or low, he or she can explain what they mean and make recommendations to help you get them to a healthier range.

Get a Doctor Lined Up. It's very important for men to have an established primary care physician. Having regularly scheduled visits with your doctor, who can track your health as you age, can be one of the best courses of preventative care for any man.

Need help finding a doctor? If you're a Health Advocate³ member, you can call us today to speak to a Personal Health Advocate who can help you locate an in-network, local, primary care physician. Also, enlisting the help of a Health Coach* to meet your fitness or healthy eating goals, and more is another option to consider.

Health Advocate is available to all full-time employees. Health Advocate is an independent organization which will provide services to you, your children, your spouse, your parents and

¹<http://www.cdc.gov/nccdphp/dnpao/index.html>

²http://www.heart.org/HEARTORG/GettingHealthy/Diet-and-Lifestyle-Recommendations_UCM_305855_Article.jsp

³<https://members.healthadvocate.com/home>

your spouse's parents. Complete information about the service is available at Health Advocate's website⁴.

**Health coaching is available to Aetna members through the "Stay Healthy" options listed in the Aetna members portal.*

Employee Announcements



The COVID-19 Dashboard⁵ is the official source of information on COVID-19 for Dickinson College.

Open Enrollment

The annual open enrollment period has been extended to Friday, June 5. Open enrollment will be conducted online via Self-Service Banner. Flexible Spending Accounts for health and/or

⁴<http://www.healthadvocate.com/>

⁵https://www.dickinson.edu/homepage/1380/covid-19_dashboard

dependent care reimbursement MUST be re-established each fiscal year during open enrollment.

2019-20 Flexible Spending Account Members

We have extended our 2019-20 Flexible Spending Account Health Care and Dependent Care grace period from 09/15/2020 to 12/31/2020 and extended the timely filing period from 10/31/2020 to 03/31/2021. Plan year dates regarding contributions will remain the same at 07/01/2019 – 06/30/2020. Thereby allowing you to apply unused balance remaining in your 2019-20 Health Care and Dependent Care Flexible Spending Accounts to allowed expenses incurred and paid for between July 1, 2019, through December 31, 2020, and claims may be submitted through March 31, 2021.

Important Flexible Spending Account Information

Employees may access their flexible spending accounts balance remaining and submit claims by logging into the HealthSmart online portal⁶ or use the mobile app⁷. Instructions for both and additional COVID-19 updates can be found on our website⁸. Please note, at this time, the 2020-21 Flexible Spending Account plan year grace period will remain at 09/15/2021 and timely filing will remain at 10/31/2021.

Temporary Flexibility with Changing Insurance Enrollment and FSA Contributions

We have decided to allow increased flexibility with respect to mid-year changes regarding contributions to Flexible Spending Account Health Care and Dependent Care as well as enrollment changes to medical, dental, and vision insurance coverage for any reason (it does not have to be a life status change or COVID-19 related) through 12/31/2020, provided that any changes are applied only in the future. You may request to stop, start, decrease, or increase your flexible spending account contributions by completing the flexible spending account change form⁹ and returning it to our attention for processing. You may request to change, stop, or start medical, dental or vision insurance coverage by completing our insurance enrollment change form¹⁰ and returning it to our attention for processing.

Retirements

We wish a fond farewell to the following as they transition to retirement:

⁶<https://healthsmart.wealthcareportal.com/Authentication/Handshake>

⁷https://www.dickinson.edu/download/downloads/id/9235/healthsmart_mobile_app.pdf

⁸https://www.dickinson.edu/info/20083/human_resource_services/483/flexible_spending_accounts

⁹https://www.dickinson.edu/download/downloads/id/7340/flexible_spending_life_status_change_form.pdf

¹⁰https://www.dickinson.edu/download/downloads/id/9246/insurance_enrollment_change_form_july_2018.pdf

- Darwin Breaux, *Athletics*
- David Crouch, *Chemistry*
- Ward Davenny, *Art & Art History*
- Paul Richards, *Athletics*
- Rae Yang, *Chemistry*

Hersheypark Tickets

If you purchased discounted Hersheypark tickets for the 2020 summer season, those tickets have been delivered to the Human Resource Services office and will be available when the campus re-opens. You will receive notification once we are able to safely distribute the tickets. For questions, please email Jeanette Diamond at diamondj@dickinson.edu¹¹.

NOTE: According to Hersheypark's website, 2020 Summer tickets purchased before the start of the 2020 Summer season are now valid through **June 30, 2021**. For more information, please visit Hersheypark's ticket web page¹² or click here¹³ for Hersheypark's updates related to COVID-19.

¹¹<mailto:diamondj@dickinson.edu>

¹²<https://www.hersheypark.com/tickets/>

¹³https://stories.hersheypa.com/covid-19-impact-across-hershey-entertainment--resorts?_ga=2.162447996.1582000118.1590605098-1364628410.1590605098#Hersheypark

Snapshot Moments Photo Contest



In the spirit of National Photography Month, Human Resources Services offered a photo contest for outreach, connection and community engagement during the month of May. The pictures submitted were from the present and past and are all personal pictures that are not from an online/commercial resource. We thank you for participating and sharing your photos. Winners have been notified via email.

Congratulations to the following!



2 - Architecture - Burj Khalifa: Dubai (Rylan Good)



3 - Baby - Lucy (Jeanette Diamond)



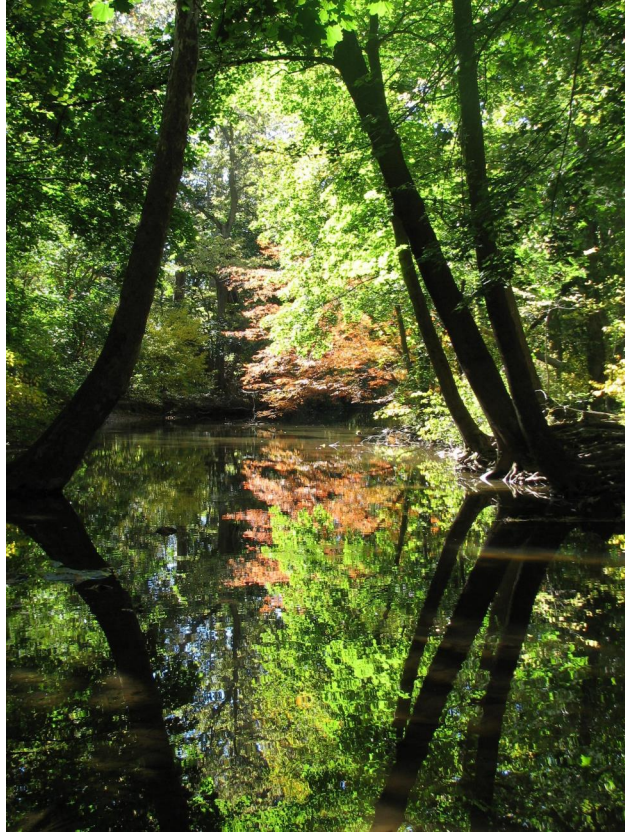
4 - Dickinson Life - Ben Rush in Winter (Rylan Good)



5 - Food - Hot Pot in Chengdu, China (Rylan Good)



6 - Hobbies - Hiking & Visiting National Parks (Rylan Good)



7 - Land/Waterscapes - *Still Water Reflection* (Sheri Davis-Cordell)



8 - People - *TIE Salt Flats & Habitat for Humanity* (Rylan Good)



9 - Pets - *Baby Goat* (Rylan Good)



10 - Sports - *Oregon State Football* (Rylan Good)



11 - Wildlife - Wild Icelandic Horses (Rylan Good)

Staycation Photos & Fun

Traveling this summer may not be the same as in the past. For many of us this will mean finding local alternatives and activities in our own backyards. Cumberland County¹⁴ is graced with a rich variety of resources to explore and visit, but you can also enjoy family time with yard games, hiking, gardening and imagination! Here are some ideas below...and we encourage you to SHARE your fun photos to stay connected in our TEAMS photo drop location! Sharing on social media? Use these hashtags to keep connected: #StaycationPhotos2020 #SummerFitnessFun #GreenThumbGardening @DickinsonHR (Twitter) @hrs_dickinsoncollege (Instagram) @DickinsonHRS (Facebook)

Summer Photos 2020

Join Summer Photos 2020¹⁵ in TEAMS to share your favorite summer Staycation/Vacation photos with colleagues and the campus community! We had such a great response to our spring photo activities for the Walking Alphabet Challenge (April) and the Dickinson Photo Contest (May) that we are offering this fun summer activity for the campus to stay connected. Details for categories can be found in the TEAMS site¹⁶. (Just click the embedded link to join us.) [Categories include Best Backyard Campouts; Best Hiking Adventures; Awesome Park Adventures; Best Biking/Boarding Bonanza; Best Boating aka Can-you Canoe?; Best Beaches & Wildest Waves; Wildlife Encounters; Butterflies & Birds; Green Thumb Gardens; Perfect Picnics; and The Big Fish.]

Green Thumb Gardening Challenges

¹⁴<https://www.visitcumberlandvalley.com/>

¹⁵<https://teams.microsoft.com/l/channel/19%3adec276121d834785a41194a3b2e152aa%40thread.tacv2/General?groupId=08dc37af-1968-414e-baf9-18b5dae4aa44&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

¹⁶<https://teams.microsoft.com/l/channel/19%3adec276121d834785a41194a3b2e152aa%40thread.tacv2/General?groupId=08dc37af-1968-414e-baf9-18b5dae4aa44&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

- **Build a raised-bed garden** to enjoy the “fruits” of your labor¹⁷ this summer and beyond.
- **Plan and then plant** some perennial flowers¹⁸ and bulbs to enjoy for years to come¹⁹.
- **Create a fairy garden** with your kids (or for yourself)²⁰
- **Forage for Fruit** to handpick at local farms such as Brickers Strawberries²¹ near Carlisle or Cross the Creek Farm²² in Newville for fresh strawberries!

Parks & Recreation Resources

- **Simply Moving | Walking Tours and Bicycle Routes:** A free guide to public parks, trails and recreation facilities.²³
- **Carlisle Bike & Pedestrian Trails Network** map²⁴ offers lots of opportunities to get out and enjoy the fresh air with family and friends. Check out this guide to view locations²⁵!
- **Pine Grove Furnace State Park** includes many options for hiking, canoeing, camping along with beach and picnic areas. Visit this local park²⁶ for a wonderful outing to explore nature!
- **Gettysburg National Park** shares our nation’s history²⁷ as well as many beautiful areas to simply get some fresh air and sunshine. Walking, biking and a driving tour are all included options for a day of learning the history of our nation.

¹⁷<https://www.youtube.com/watch?v=MBIYebUgVVl>

¹⁸http://www.perennialresource.com/photo_essay.php?ID=292

¹⁹<https://www.youtube.com/watch?v=gNc-dqutvUM>

²⁰https://www.youtube.com/watch?time_continue=434&v=IZlyWoW7Rww&feature=emb_logo

²¹<https://www.facebook.com/BrickersStrawberries>

²²<https://www.facebook.com/CrosstheCreekFarmPA/>

²³<http://www.forbetterhealthpa.org/wp-content/uploads/2013/09/SimplyMovingLowRes2.pdf>

²⁴<https://cms8.revize.com/revize/carlislepa/Parks and Recreation/Documents/carlisle-parks-and-rec-bike-map-8162018.pdf>

²⁵https://www.carlislepa.org/parks_recreation/bike_and_pedestrian_trail_network.php?fbclid=IwAR3sQFi4LlavDZh3KSLpHU0s4edlwO1Vk-yyAE2vH3Ln-OiDz4LfHWWkF40

²⁶<https://www.dcnr.pa.gov/StateParks/FindAPark/PineGroveFurnaceStatePark/Pages/default.aspx>

²⁷<https://www.nps.gov/gett/index.htm>



²⁹<https://totara.dickinson.edu/>

²⁹<https://totara.dickinson.edu/>

If you meet the Centers for Disease Control and Prevention (CDC) guidelines³⁰ for testing, and it's requested by your doctor, Aetna will waive the cost for testing. No cost sharing for inpatient admissions to help treat COVID-19 or related health complications. Aetna is waiving copays and cost sharing for members through September 30, 2020, for all insured commercial plans.

Free care package. If you are diagnosed and hospitalized with COVID-19, you'll receive a care package from Aetna to help you recover at home.* It's not chicken soup, but the next best thing. The package includes resources, personal care items and household supplies to help protect your loved ones from potential exposure in your home.

**Distribution is dependent on recent hospital discharge for COVID-19 diagnosis and supply availability.*

Free delivery on CVS Pharmacy® prescriptions. Limit your exposure to the virus, or avoid passing it around by having your medications (excluding over-the-counter medications) delivered to your home. You'll have the option of one to two day delivery when your prescription is ready between March 9, 2020 to June 30, 2020. Plus, early refill limits are being waived on most prescription maintenance medications through CVS Caremark.



June TIAA Educational Webinars

Would you like to learn more about saving or retirement planning for the future? TIAA offers free on-demand, online webinars on a variety of topics. All employees are welcome to attend and can register at TIAA.org/webinar³¹s. If you are not a TIAA account holder, you may register as a guest-user to view these webinars.

- June 16 at noon - Planning for Diminished Capacity
- June 16 at 3 p.m. - Inside Money: Managing Income and Debt
- June 17 at noon - Retiring in the 'New Normal'
- June 18 at noon - Responsible Investing: Portfolios with Purpose
- June 23 at noon - Equally Prepared

³⁰<https://www.cdc.gov/coronavirus/2019-nCoV/hcp/clinical-criteria.html>

³¹<https://shared.tiaa.org/public/publictools/campaign/login/webinar?resume=/idp/9ZGxX/resumeSAML20/idp/SSO.ping>

- June 25 at noon - The Power of Saving



Fidelity Consultations

Fidelity's investment representatives offer individual counseling for financial planning and retirement. If you have questions or concerns regarding your Fidelity account, please contact Daniel McCarthy, Retirement Planner / Personal and Workplace Investing, at daniel.mccarthy@fmr.com³² or call (603) 213-3523.

Visit [Fidelity.com](https://www.fidelity.com/)³³ to view the available investment options with Fidelity, or to explore the financial planning tools available through Fidelity online.

³²<mailto:daniel.mccarthy@fmr.com>

³³<https://www.fidelity.com/>

Community | For the Greater Good



Donate Fresh Blueberries | Support Community Food Security

Blueberries bring many memories of summer, fresh pies, and delicious foods we have enjoyed over the years!

The local Carlisle community has non-profit organizations supporting many who are food insecure that would enjoy and benefit from some delicious blueberries this summer. Our local Kiwanis Club's annual blueberry sale offers the chance to donate fresh blueberries. This sale benefits early education programs and initiatives in our community, along with supporting food security. These delicious berries can be enjoyed fresh, or may be frozen for use later in smoothies, baked oatmeal and more!

Donation cost: 10-pound box for \$32

When completing the online form, please indicate the non-profit of your choice for your donated blueberries – Project SHARE, The Salvation Army or Safe Harbour (and possibly others listed on the order form) – in the notes section of the check-out form online.

Considering an additional purchase to take some home to enjoy too? Project SHARE will use the drive-thru option for social distancing to mitigate risks .

Distribution for all blueberry orders will take place at Project SHARE on July 6, 7 and 8.

The deadline to submit all online orders is June 30. Click the "more information link below to support food security and submit your order(s) now!

For more information, please visit the Carlisle Kiwanis Club Blueberries online website and order form³⁴!

Please send an email to Jessica Poe at United Way³⁵ with any questions.



Project SHARE is committed to providing resources for the community. During this time, your help is needed now more than ever. Volunteer Opportunities are available during the month of June. If you are able to help, please sign up online at Project SHARE's volunteer site.³⁶

Project SHARE now has an alternative to the traditional Food Drive, *SHAREshop.org*³⁷, which provides them with even more buying power on behalf of our community. It is their “Virtual” Food Drive. Here groups can encourage their memberships to “purchase” items that will allow Project SHARE to continue to “Nourish Our Community...” with buying power beyond the cost of individual items. Schools, Firms, Organizations and churches designate a time period for their drive and direct members to the site. Here they create an on-line cart and indicate their Food Drive group.

You can organize and register a drive at Project SHARE’s online registration form³⁸. This form will allow us to enter your drive into the Project SHARE database and ensure they provide you with the best service possible.

³⁴<https://www.carlislekiwanis.org/blueberries/>

³⁵<mailto:jessica@uwcarlisle.org>

³⁶<https://projectsharepa.volunteerhub.com/>

³⁷<http://www.shareshop.org/>

³⁸<https://projectsharepa.org/food-drive-registration-form/>



As an essential business, Farmers on the Square continues to be **open every Wednesday from 3-7pm**, providing fresh, local, and safe food to our community during the COVID-19 pandemic.

They offer **Senior (60+) shopping from 2:30-3 pm every Wednesday**, and have implemented updated market safety guidelines, including social distancing, no sampling or eating at market, spacing out vendors to allow for lines, and providing hand washing stations at market. They are working closely with the Borough and following all guidelines from the CDC, PA Department of Health, USDA, Farmers Market Coalition, and other organizations to ensure that customers have a shopping experience that is as safe as possible, and that all members of the Carlisle community can still access fresh, local food.

Farmers on the Square also offers online and phone pre-orders³⁹ and **drive-through pick ups**. Please help spread the word to your friends and neighbors! For more information, please visit the Farmers On The Square website!⁴⁰

*Center for Civic Learning and Action (CCLA) / Opportunities for Community Engagement
During COVID-19*

CCLA created a list of giving and service needs in Carlisle and surrounding communities. Visit the CCLA web page⁴¹ to learn more about rapidly changing needs and opportunities locally, nationally and internationally.

³⁹<https://www.farmersonthesquare.com/pre-order>

⁴⁰<https://www.farmersonthesquare.com/>

DIG-IT | Dickinson Interest Groups & Intrinsic Teams

Do you long for some connections to share your favorite hobby, interest or talent? In this time of virtual connectivity, we are wondering if there is interest in joining DIG-IT virtually via TEAMS.

We have a framework set-up under the DIG-IT TEAM with the following Wiki categories:

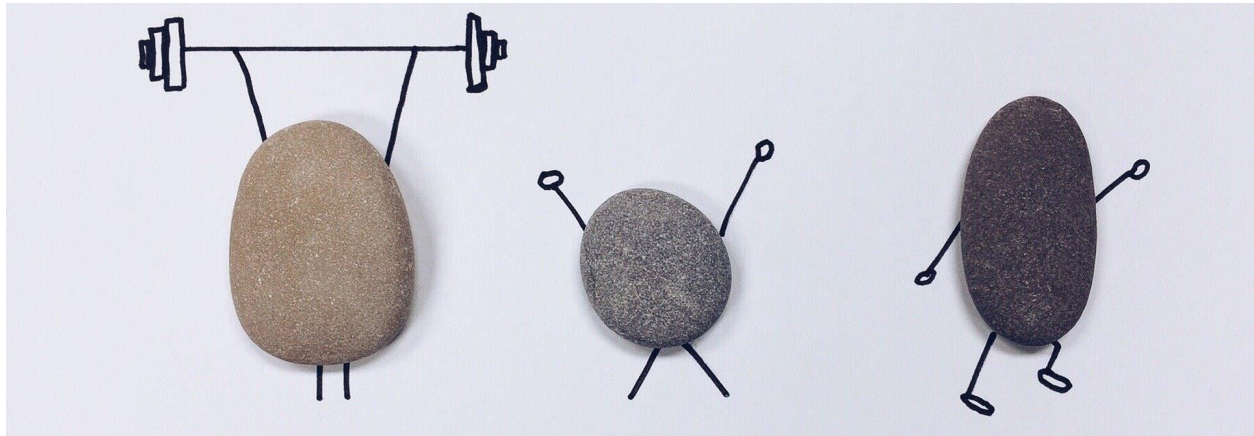
- Books & Gatherings | Book Discussions Online or Live
- Creative Fibers | Textiles, Crafts & Sewing
- Foodies & Fine Spirits | Enjoying the good life!
- Green Thumb Gardening | How does your garden grow?
- MIG Explorations | Multi-Interest Group explorations of diverse interests
- Pottery Blends | Shaping, Shifting & Molding Minds
- Snaps & Shutters | Photography
- Storytelling & Poetry | Sharing Poetry, Prose and Stories!
- The Great Outdoors | Hiking & Camping
- The Unbroken | Find-it, Fix-it & Forge ahead!

The list above is simply the beginning! Other groups can be added based on interest level expressed. If you would like to join DIG-IT to connect with others in the campus community who may share a common interest, hobby, talent or craft – let us know by joining DIG-IT⁴² in TEAMS!

⁴¹https://www.dickinson.edu/homepage/1396/covid-19_give_help

⁴²<https://teams.microsoft.com/l/team/19%3aee71041c38a14963ae9683c1f7317bb0%40thread.skype/conversations?groupId=aa7372fa-7d7d-4e24-9a67-a18332a5fa4e&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

Wellness

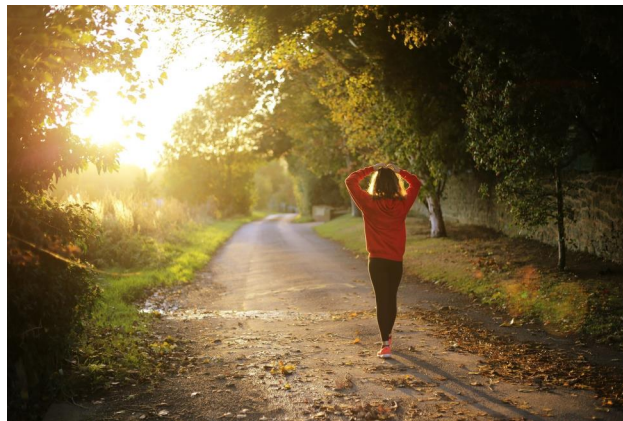


Spring Into Fitness Challenge 2020 ended on the last Saturday in April with 96 participants reporting 183,020 cumulative exercise minutes, converted to 12,201 miles. The ***Golden Sneaker Trophy*** travels to Academic Affairs, the divisional winner for 2020! Accordingly, the mini-team overall winners are members of Academic Affairs – ***September Sisters*** (Bonnie Lehman and Sheri Davis-Cordell) – with the highest cumulative average exercise minutes for a mini-team at 4105 per participant for the 6-week challenge period.

The ***Wellness@Dickinson incentive program*** for FY20 closed on Saturday, May 30 with over **100** programs and events offered during the past year highlighting the holistic aspects of wellness. Employees enjoyed a variety of programs, including the free biometric screenings, online health risk assessments as well as a many live and virtual/online options in categories of physical, emotional, financial, intellectual and nutrition topics. For those who could not attend live

programs, the Wellness Online⁴³ course in Totara allowed for completion of all requirements virtually online (except the biometric screening). All employees who completed the **Engaged** level (biometric screening and health risk assessment survey) were awarded a customized Wellness@Dickinson cooler tote and their choice of Farmers on the Square tokens OR a personal training session with Padraic Wood. Participants who reached the **Engaged** level were entered in the Grand Prize drawing, and those going beyond were also entered into the random drawings for the **Energized and Elite** prizes by completing the Wellness@Dickinson Reporting Form online. Congratulations to the FY20 randomly selected participant winners below:

- Energized: Congratulations to Marni Jones, *Access and Disability Services & SOAR!*
- Elite: Congratulations to Carol Shaffer, *Human Resource Services!*
- Grand Prize: Congratulations to Michelle Fisher, *Office of Admissions!*



Wellness online opportunities will continue to be offered as they become available. Of course taking a WALK is always a fantastic free option and offers a great way to get some fresh air, sunshine and vitamin D to help boost immunity and overall wellbeing. Need more? See a sample list of free online on-demand fitness options currently found below!

- **Planet Fitness YouTube Home Work-ins** offer the option to select your fitness workout⁴⁴ at your convenience.
- **YMCA 360: On-Demand Videos** provides over 100 on-demand videos⁴⁵ from Tai Chi to Yoga to Kickboxing and more for all levels of fitness!
- **Yoga with Adriene** on YouTube meets the balance of meditation, yoga, overall movement⁴⁶ at all levels in an on-demand platform.

⁴³<https://totara.dickinson.edu/course/view.php?id=75>

⁴⁴<https://www.youtube.com/planetfitness>

⁴⁵<https://ymca360.org/on-demand>

Special thanks to Julie Vastine, director of ALLARM, for offering **Wellness Yoga Online** to the campus community during the months of March, April and May. Your willingness to share your talent and skill with us is greatly appreciated in this time of transition and change!



Fizikaflex | Free Fitness app for Older Adults

Fizikaflex is an easy to use, integrated digital platform that empowers older adults and their communities to track daily health habits and monitor progress in meeting personal wellness goals. Participants benefit by adopting healthy behaviors and enjoy the support of peers who look out for each other. In a recent study conducted by Thomas Jefferson University, *Fizikaflex* was found to motivate older adults to live healthy, active and productive lives, enabling them to age with grace, dignity and independence.

Fizikaflex integrates with FitBit so daily step counts synch instantly with your Fizikaflex account. You can also enter your step count manually, from another tracker such as your smartphone. The Fizikaflex Daily Health Journal tracks health indicators found to enhance cognitive and physical health and includes guidance on the **MIND** Diet (**M**editerranean **N**eurodegenerative **D**isease Delay Diet). With the pandemic continuing to impact our daily lives, keeping our minds and bodies strong is an imperative. Join *Fizikaflex* and gain support for your personal wellness goals - and help the Dickinson community stay resilient.

Visit *Fizikaflex online*⁴⁷ to see how this innovative application is helping to transform the lives of older adults. Your participation in Fizikaflex this summer will help Dickinson alumnus Martha Harris '77, and two recent graduates Michael Murphy '20 and Dana Marecheau '20 demonstrate that Fizikaflex helps seniors acquire the confidence and strength to age gracefully with independence and dignity.

For questions or more information or to sign-up today, visit www.fizikagroup.com⁴⁸.

⁴⁶<https://www.youtube.com/user/yogawithadriene>

⁴⁷<https://fizikagroup.com/fizikaflex-2-2/>

⁴⁸<http://www.fizikagroup.com/>

Health Coaching Resources | Aetna and Health Advocate

According to the American Council on Exercise⁴⁹, Health Coaches help people increase their awareness and capacity for change, impact individuals struggling to make their intentions a reality and, by empowering them, offering those most in need of help the opportunity to take charge of their lifestyle choices.

Have you desired to improve your own health and wellbeing, but are just not sure how to get started? Health coaching is a great resource tool to offer support, inspiration and motivation to those who use it. **Aetna** has free resources available to our full-time employee members in their online portals, in addition to an online health risk assessment survey that will guide you to identify your own health risks. After all, if you don't know your risks, how do you know what to consider changing or adapting?

Explore **Aetna's** free health coaching options online by following the path below:

- www.aetna.com⁵⁰ (log-in) > **Stay Healthy** > *Stay Healthy* (again) > **Health Management | Enroll in online health coaching OR health management program** (your choice); options include free online programs or webchat with a health coach or registered nurse! *The choice is yours.*

Health Advocate has many online resources for wellness under their member portal – including a variety of online health risk assessment tools, articles, videos and a blog. Explore all of these and their health advocacy options to help with claims management, referrals or just finding a physician generally by following this virtual path:

- www.healthadvocate.com⁵¹ (member log-in) > **Health** > next, select an option under **"Get Care"** OR **"Browse Topics"**

These FREE virtual online tools for health coaching resources benefit those who take advantage of them – so click the links above to discover what's available and enjoy boosting your wellbeing as a result!



Addressing Skincare While We Wear Masks

⁴⁹<https://www.acefitness.org/about-ace/>

⁵⁰<http://www.aetna.com/>

⁵¹<http://www.healthadvocate.com/>

While health care workers are used to wearing masks to protect themselves and others from COVID-19 and other viruses, wearing a mask in our offices and everyday lives is a new and, for some, an unpleasant experience.

While masks help filter virus particles that can be transmitted through coughing, sneezing, talking, they also trap moisture from sweat, cosmetics, and oils in the areas around our mouth and chin. These are prime areas for acne and irritated skin.

While it may seem like a minor trade-off in order to remain healthy, inflamed, itchy, unsightly skin is not exactly a welcome alternative. Anyone washing their hands multiple times a day since the pandemic began can attest to the discomfort of irritated skin. With the summer months ahead and the humidity expected to rise, the problems surely will accelerate.

We likely will not be tossing our masks anytime soon, so here are some suggestions to make wearing a mask in your work or home environments a little more comfortable:

- Cloth masks should be washed often to remove dirt and debris.
- If you're using disposable masks, hang them in a sunny place to dry a day or two before using it again if you don't have additional masks. These types of masks cannot be laundered.
- Wash your face twice a day with a mild cleanser.
- Do not share masks.
- If you must remove your mask and are adjusting it, ensure your hands are clean.
- Talk to a dermatologist about incorporating a toner or astringent to your daily routine if your skin is oily, as well as a light moisturizer if it's dry.

Irritated Ears

Most traditional masks are worn or attached by elastic bands that loop around your ears. While this holds the mask nicely in place, they can irritate the backs of your ears when worn for a long time.

This is another time that is helpful to learn from nurses across the United States. They have come up with clever tricks to prevent that skin irritation.

One idea is to use a clip to connect the elastic bands together in the back of your head. Some clips can be purchased especially for this purpose, but in a pinch you can use about anything, including a large paper clip.

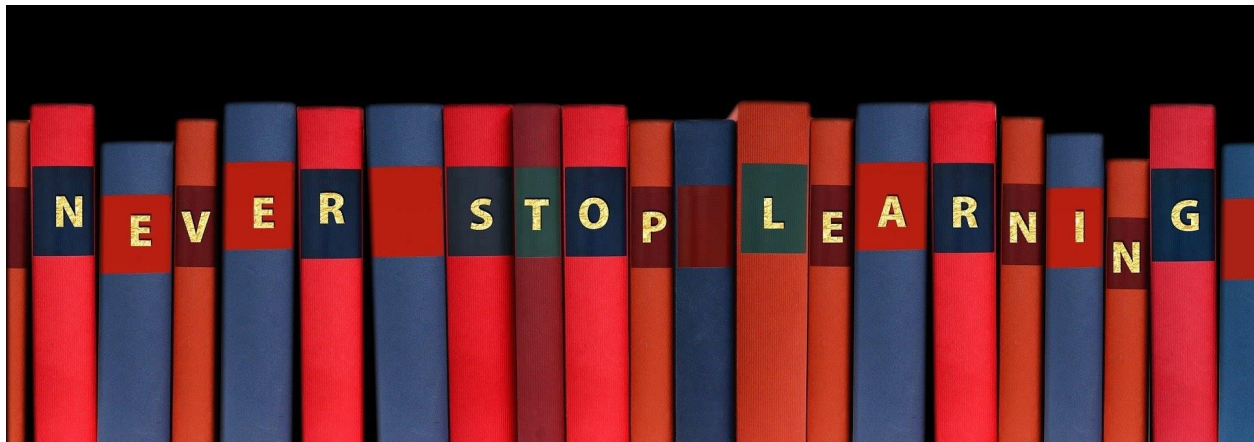
Another idea is to sew a couple buttons on the side of a headband or hat, and then attach the elastic bands to them instead of your ears. And for those people with longer hair, the elastic bands can be held by strategically placed buns or pigtails.

Overall Skin Health

Also, when it comes to skincare, it's important to remember our bodily systems work in unison – mind, body, and soul. Our largest organ, the skin, is no exception. Think about the following steps to benefit your skin:

- *Hydrate*: Moisturizers and serums are wonderful, but we need to hydrate from the inside out. Drink your water!
- *Satiate*: Consume nourishing foods that fuel the body and skin. Fatty fish like salmon, along with seeds, nuts, avocados, broccoli, sweet potatoes and tomatoes help skin maintain its moisture and tone.
- *Exfoliate*: Turn over dead skin cells by using a gentle exfoliator to help unclog pores, eliminate acne, and stimulate collagen synthesis.
- *Meditate*: Who hasn't encountered acne or hives when stressed? Find a way to relax and decompress through meditation. There are many ways to do this and it can help slow the aging process from the inside out. Meditation has been known to reduce excess levels of cortisol, which is a hormone that stimulates oil production. Too much oil clogs pores and can cause acne.

Professional Development





Book Discussion groups are a great way to expand your mind, discover new topics of interest and explore the world through the art of conversation. If you are interested in joining an informal Book Discussion group, simply click the TEAMS link and join us! TEAMS Book Discussions⁵² will be a new group where books are determined by the membership, and discussions will be scheduled based on participants availability. Send an email to devwell@dickinson.edu⁵³ for more information or any questions!

OpenSesame⁵⁴

The following OpenSesame Courses were recently added to Totara:

- **Raising Resiliency - The Power of Gratitude:** Adopt an attitude of gratitude with the tips and techniques presented in this Raising Resiliency series. The Power of Gratitude course will teach you how to give and receive sincere gratitude. We'll discuss the importance of creativity in employing different forms of gratitude to best suit different types of employees. As a result, those around you will feel truly appreciated, improving both your personal and working relationships.
- **Build Resilience Through Perseverance:** We all know people who seem resilient and able to carry on in the face of difficulties. They allow a little stress to help them maximize their perseverance, be creative, and learn from the experience. This course presents ways to be more resilient in the face of difficulties. You will learn how to persevere and leverage stress to your advantage by practicing and focusing on your intended performance.
- **Focusing During Times of Hardship:** There's been a death in the family. Your marriage is falling apart. Your mother has been diagnosed with cancer. Personal hardships can hit us at any time, and yet, we must carry on and fulfill our work obligations. But how? How do

⁵²<https://teams.microsoft.com/l/team/19%3a27de690cacf14c2ea4d3a8154e4a6c57%40thread.tacv2/conversations?groupId=27caa8da-4819-4213-b8cb-f8261fdb24c4&tenantId=6232b055-76b9-4c13-9b88-b562ae7db6fb>

⁵³<mailto:devwell@dickinson.edu>

⁵⁴<https://totara.dickinson.edu/>

you set aside your personal conflicts and emotions and focus on your job? That's what this program is designed to help you with. We'll talk about dealing with emotions, talking with colleagues and superiors, leaning on your support system, and understanding the benefits that your workplace may provide. We'll also take a look at the importance of planning your work days and using work as an outlet during difficult times.

- **COVID-19 Precautions - Social Distancing:** Social distancing is a non-pharmaceutical infection prevention and control intervention implemented to avoid/decrease contact between those who are infected with a disease causing pathogen and those who are not, so as to stop or slow down the rate and extent of disease transmission in a community. This eventually leads to decrease in spread, morbidity and mortality due to the disease.
- **Healthy Eating at Work:** You don't have to rely on desk-dining and fast food lunches at work. Whether you brown-bag it or purchase your food, this course will help you make healthy eating choices. Find out why you're likely to overeat when you eat at your desk and the amount of bacteria you may consume while doing so. You will also learn why drinking more water daily will help you feel more alert and energetic at work.

Are you interested in personal or professional growth? *This is the perfect time for you to catch up or look into something new.* For more information and to see a complete list of available courses, go to Totara via the Gateway, on the "Find Learning" tab search OpenSesame⁵⁵. New courses are added frequently. Check back often!

⁵⁵<https://totara.dickinson.edu/course/search.php?search=Open+Sesame>

Contact Us



Physical Wellness Program Incentive Prize Winner

Congratulations to **Jessica Howard, Library Services**, for being the Physical Wellness incentive prize winner for the month of APRIL. Eligibility for the monthly incentive drawings includes all active/registered employee participants in all physical exercise programs offered through the Wellness program, in addition to the Marathon-in-a-Month. The random drawings are held after the close of business on the fifteenth of each month for the previous month. All physical exercise programs that have registration via Gateway will automatically be included in the monthly drawings. For more details or to request a form to record your marathon-in-a-month miles, please send an email to devwell@dickinson.edu⁵⁶ or call ext. 8084.

Wellness Incentive Taxability Notification

We thank you for being an active participant in the wellness programs at Dickinson College. We value all employees and offer a variety of programs throughout the year to encourage wellbeing while offering educational, fun opportunities to engage the mind and body while creating a

⁵⁶<mailto:devwell@dickinson.edu>

positive inclusive social environment for the campus community. We hope you enjoy participating in these programs and events throughout the academic/fiscal year.

In recognition and appreciation of your participation in the wellness programs, we offer healthy reward incentives. As a reminder, in accordance with IRS regulations, awards and gifts to employees from the college are considered taxable income and the college is required to withhold taxes.

The value of your incentive(s) will be added to your income through payroll, which could result in a decrease in your net pay because of additional tax withholdings on the value or dollar amount. The tax withholding will coincide with the payroll period closest to the date that you receive your annual incentive reward. Please contact payroll with any questions related to this additional withholding.

Professional Development & Wellness Program Registrations and Attendance

The college offers many opportunities for professional development and wellness programs throughout the year, providing enrichment of staff and, when appropriate, their families as well. Registration for the majority of the programs offered is available through the Gateway⁵⁷ or by contacting Human Resource Services. To offer an equal opportunity for all employees to participate in these programs, we request staff members to register after confirming availability with supervisory staff to ensure that scheduling permits attendance.

In the event that you register and find that you are unable to attend, our policy⁵⁸ requests cancellations 48 hours prior to the start time of the program or event so that we can offer the spot to another. This will also allow us to adjust registration counts with CASE and the catering department. Giving advance notice of cancellation allows for the college's resources to be allocated in the best possible way and is a sustainable practice for us all.

Campus Resource Quick Links!

How To Guide⁵⁹

Dickinson Download⁶⁰

Dickinson/Biking⁶¹

Dickinson/College Farm⁶²

⁵⁷<https://gateway.dickinson.edu/>

⁵⁸http://www.dickinson.edu/info/20314/professional_development_and_wellness/1502/policies_and_procedures

⁵⁹[http://www.dickinson.edu/info/20043/about/1562/dickinson_\"how_to\"_guide](http://www.dickinson.edu/info/20043/about/1562/dickinson_\)

⁶⁰http://www.dickinson.edu/info/20198/technology_services/3261/the_dickinson_download

⁶¹<http://www.dickinson.edu/info/20052/sustainability/2317/biking>

Dickinson/Sustainability⁶³

Trout Gallery⁶⁴

Theatre & Dance⁶⁵

Campus Announcements⁶⁶

Campus Events Calendar⁶⁷



12 - Professional Development and Wellness

PO Box 1773 | Carlisle PA 17013-2896

717-245-1503 | devwell@dickinson.edu⁶⁸

Human Resource Services Website⁶⁹

⁶²<http://www.dickinson.edu/collegefarm>

⁶³<http://www.dickinson.edu/sustainability>

⁶⁴<http://www.troutgallery.org/>

⁶⁵<https://www.dickinson.edu/theatreanddance>

⁶⁶<https://www.dickinson.edu/announcements>

⁶⁷<http://www.dickinson.edu/events>

⁶⁸<mailto:devwell@dickinson.edu>

⁶⁹https://www.dickinson.edu/homepage/122/human_resource_services