



April 21, 2017

Dear Physician:

Your patient, an employee, or covered spouse/domestic partner of Albuquerque Public Schools, has elected to participate in the 2018 Employee Wellness Incentive Program. Part of this program involves scheduling and completing an annual preventive exam between October 1, 2016 – September 30, 2017.

HealthAdvocate - an independent wellness company is contracted to handle the administrative process for reporting and is HIPAA compliant, to ensure that all privacy and security regulations are met. You can also be assured that the form that is sent to HealthAdvocate will be handled in a confidential and compliant manner.

We are asking you to provide your patient with the necessary signature(s) to validate that an annual preventive exam has been completed within the above time frame. The physician engagement form may be faxed or scan/emailed by your office or by the patient between October 1, 2016 – September 30, 2017.

The physician engagement form may be faxed or scan/emailed to HealthAdvocate at 1.610.397.7891 or biometricforms@healthadvocate.com

Thank you.

Sincerely,

APS Human Resources Benefits Department
Employee Wellness Program
505.889.4896
employee.wellness@aps.edu