



**JACKSON COUNTY**  
**Human Resources Department**  
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## Memo

TO: Jackson County Board of Commissioners

FROM: Kathleen Breedlove, Human Resources Director

DATE: April 16, 2019

SUBJECT: Health Insurance Policy for Users of Tobacco Products

The attached new **Health Insurance Policy for Users of Tobacco Products** supersedes a prior policy (adopted April 1, 2013) which provided a separate group health insurance coverage plan for users of tobacco products. Effective May 1, 2019 Jackson County will only offer one discounted health insurance plan. The new policy attached is applicable to all health plan eligible employees of any age and retirees under age 65, regardless of his/her hire date.

This new policy requires health plan eligible employees of any age and retirees under age 65 to certify their status as a user or non-user of tobacco products at the time they begin health plan eligible employment and annually at open enrollment. Identified tobacco users are provided the opportunity to attend a Tobacco Cessation Program offered by the Jackson County Department of Public Health.

Jackson County as a concerned employer and provider of employee health insurance benefits, discourages the use of tobacco products in any form and is seriously committed to assisting tobacco products users with cessation support.



## Jackson County

# Health Insurance Policy for Users of Tobacco Products

It is generally an accepted medical fact that smoking and the use of tobacco products in any form creates a serious human health hazard. As a concerned employer and a provider of employee health insurance benefits, it is the policy of Jackson County Government to provide a smoke-free workplace and to discourage the use of tobacco products in any form. Jackson County Government is seriously committed to assisting tobacco product users to quit. As such, the county will provide cessation support through its Employee Assistance Program (EAP), employee wellness program, and through the purchase of cessation products under the outpatient prescription drug program.

This new policy supersedes a prior policy (adopted April 1, 2013) which provided a separate group health insurance coverage plan for users of tobacco products. This new policy is applicable to all health plan eligible employees (of any age) and retirees (under age 65), regardless of his/her hire date. All health plan eligible employees (of any age) and retirees (under age 65) must certify their status as a user or non-user of tobacco products at the time they begin health plan eligible employment and annually at open enrollment. A completed certification form indicates an employee/retiree understands:

- Mandatory substance testing occurs at the time of hire and annually at open enrollment.
- Identified tobacco users are afforded an opportunity to attend a Tobacco Cessation Program offered by the Jackson County Department of Public Health.

Self-identified tobacco products users, health plan eligible employees (of any age) and retirees (under age 65) who refuse to submit to mandatory substance testing, and tobacco products users identified from the results of the mandatory testing are provided the opportunity to attend a Tobacco Cessation Program offered by the Jackson County Department of Public Health. If the Tobacco Cessation Program is not completed within a six-month period, the individual will no longer qualify for the health plan's discounted rate. The non-discounted rate will go into effect six months after the date of hire or January 1<sup>st</sup> for health plan eligible employees (of any age) and retirees (under age 65) covered by the health plan as of July 1<sup>st</sup>. This non-discounted rate may change on an annual basis as permitted by law.

Any health plan eligible employee (of any age) or retiree (under age 65), whose mandatory substance testing results indicate the individual to be a non-tobacco user will continue at the discounted rate until the next mandatory substance testing date. However, that individual is obligated to notify the county group employee benefits administrator if his/her non-tobacco user status changes prior to the next mandatory substance testing date.

Jackson County Government pledges to be uniform and consistent in the administration of this policy. The administration of this policy requires health plan eligible employees (of any age) and retirees (under age 65) to submit to mandatory substance testing to verify use/non-use of tobacco products as directed by Jackson County. Violations of this policy or providing false information may result in disciplinary action, including dismissal and the obligation by the employee or retiree to reimburse any cost of medical benefits received as a result of fraudulent disclosure.

The County Manager is given administrative authorization as is necessary to implement this policy and ensure compliance.

**ADOPTED** the \_\_\_\_\_ day of April, 2019.

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Angela M. Winchester, Clerk to the Board

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Brian Thomas McMahan, Chairman