

## Federal Workplace Poster Requirements

Some of the statutes and regulations enforced by agencies within the Department of Labor require that posters or notices be posted in the workplace. The Department provides electronic copies of the required posters are available in languages other than English.

The failure to post workplace posters may result in the business being subject to citations and/or penalties.

Please note that posting requirements vary by statute; that is, not all employers are covered by each of the Department's statutes and thus may not be required to post a specific notice.

Some examples of posters that may be required are:

**JOB SAFETY AND HEALTH PROTECTION**

**EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW**

**FAIR LABOR STANDARDS ACT (FLSA)**

**EMPLOYEE RIGHT FOR WORKERS WITH DISABILITIES/SPECIAL MINIMUM WAGE POSTER**

**YOUR RIGHTS UNDER THE FAMILY AND MEDICAL LEAVE ACT**

For more information detailed listing on required postings you should visit the Department of Labor's Employment Laws Assistance for Workers & Small Business. To see a listing of required postings go to <http://www.dol.gov/elaws> and choose Poster Advisor from the elaws Advisors drop down box or you may call the Department of Labor at 1-866-4-USA-DOL.

## National Nutrition Month ... nutrition in the workplace

Source: American Dietetic Association

National Nutrition Month is a nutrition education and information campaign created annually in March by the American Dietetic Association. The campaign focuses attention on the importance of making informed food choices and developing sound eating and physical activity habits.

It's very simple – poor nutrition means poor health which can mean big problems for your business. In the worksite, poor nutrition can translate into increased employee absences, reduced productivity and increased health care costs related to medical care for chronic and infectious disease.

Let's face it, good nutrition begins with good habits usually started in your home. But the workplace can be a great place to stress the importance of good nutrition. Having a healthy workforce is good news for the company and the employees. Benefits for promoting good nutrition at work are:

Employees:

- ❖ Boost your energy levels
- ❖ Improve your work performance
- ❖ Becoming fit for the future
- ❖ Help achieve a healthy lifestyle to bring about general well being.

Employers:

- ❖ Improves staff performance & productivity
- ❖ Reduces Absenteeism
- ❖ Reduces Business Costs
- ❖ Improves Staff Morale

## Easy Ways to Promote ... nutrition in the workplace

For many, eating healthy is boring and doesn't taste good. People are concerned that choosing healthier foods is going to cost more money and take more time to prepare. Healthy eating doesn't mean that every bite must be low fat or high fiber. It means learning how to balance less healthier choices with healthier ones.

Offering health snack food alternatives in the workplace is an easy start to making it easier for employees to make healthier food choices.

**Ideas:**

- ❖ Offer appealing, low-cost healthy food options, such as fruits and vegetables, juices, and low-fat dairy products in vending machines, break rooms and/or cafeterias.
- ❖ Offer healthful food alternatives at meetings, company functions, and health education events.
- ❖ Post motivation signs around healthy food options in the break rooms.
- ❖ Make water available throughout the day by providing a bottled water dispenser in your worksite.
- ❖ Place prompters for healthy food choices on vending machines.
- ❖ Make refrigerators available for employees' food storage.
- ❖ Provide incentives for participation in nutrition and/or weight management & maintenance activities
- ❖ Start a healthy recipes exchange where employees swap recipes.
- ❖ Distribute education materials, such as newsletters, recipes, brochures, and posters, at workplaces that show the benefits of eating fruits and vegetables and how to prepare healthy meals throughout the day.
- ❖ Host a Fruits & Veggies –Snack bowl. Encourage employees to organize for group purchase of fruits and vegetables.

Neace Lukens in the News

Neace Lukens Best Places to Work in KY

Source: KYPOST.com – Jessica Noll

Louisville, KY. – Neace Lukens, the 28<sup>th</sup> largest insurance broker in the U.S.\*, was recently named as one of the “Best Places to Work in Kentucky in 2010” by the Kentucky Chamber of Commerce, Kentucky Society for Human Resource Management (KSHRM) and Best Companies Group.

The “Best Places to Work in Kentucky” program is a statewide survey and awards program created in 2005 that identifies, recognizes and honors the best places of employment in Kentucky. The list of winners in the “Best Places to Work in Kentucky 2010” program includes 64 companies, all of which significantly benefit the state’s economy, workforce and businesses.

To be eligible for participation, companies had to fulfill specific requirements: have a least 25 employees working in Kentucky, be a for-profit or not-for-profit or government entity, be a publicly or privately held business, have a facility in the state of Kentucky and must have been in for one year.

“Neace Lukens has experienced significant growth since the company began in Louisville 15 years ago, yielding us over 500 employees in 12 different markets in 2010,” said John Neace, chairman at Neace Lukens, “Yet through all the growth and expansion, Neace Lukens has maintained and fostered a team of passionate and creative employees, who take great pride in providing our customers quality insurance services and advice every day.”

**Compliance Corner:  
Updates for your Use**

Source: Agency Fuel / Neace Lukens

**Children’s Health Insurance Program  
Reauthorization Act of 2009**

The state children’s health insurance Program (“CHIP”) provides health insurance for children whose families cannot afford private healthcare but do not qualify for federal Medicaid. The act expands CHIP by providing additional special enrollment rights related to group health plan coverage. The new law also permits state subsidies of employer-provided group health premiums for eligible children and families and imposes new notice and disclosure obligations for employers that maintain group health plans.

**Special Enrollment Rights**

Currently, group health plans must provide special enrollment rights to certain individuals who lose eligibility for other health coverage or who acquire a new spouse or dependent. The Act extends these special enrollment rights to employees and dependents who lose eligibility under a Medicaid plan or CHIP and employees and dependents who become eligible for a premium assistance subsidy under Medicaid or CHIP. Group health plan documents must be amended to provide the new special enrollment rights.

Appropriate notices of the amendment, such as Summary of Material Modifications, should be provided to participants in accordance with the plan’s existing procedures for providing such notices. Existing special enrollment notices provided to new enrollees should also be revised to contain information regarding the new provisions.

Eligible individuals must be given 60 days after the loss of coverage or determination of eligibility for assistance to request coverage.

**Premium Assistance Subsidy**

The Act allows states to offer eligible low income children and their families a premium assistance subsidy to help pay for qualified employer-sponsored coverage. Qualified employer-sponsored coverage means a group health plan or health insurance coverage offered by an employer that

(i) qualifies as creditable coverage as a group health plan under the Public Health Service Act, (ii) for which the employer contribution for the coverage is at least 40% and (iii) that is offered in a non-discriminatory manner. Benefits provided under a health flexible spending arrangement or high deductible health plan are not considered qualified employer-sponsored coverage.

States that provide a premium assistance subsidy may choose to pay the subsidy as a reimbursement to an employee for out-of-pocket expenses or directly to the employer. However, employers may choose to opt out of being directly paid a premium assistance subsidy on behalf of an employee.

**Premium Assistance Notice Requirements**

The Act requires employers that maintain group health plans in states that provide medical assistance under a Medicaid plan or child health assistance under a CHIP in the form of a premium assistance subsidy to notify their employees in writing of the potential opportunities available for premium assistance. Employers may provide the notice along with plan materials notifying the employee of health plan eligibility, open enrollment materials or the summary plan description. **The effective date of the premium assistance notice requirement is the first day of the plan year beginning after the date on which model notices are first issued.** This premium assistance notice requirement differs from the existing requirement to provide a notice of special enrollment rights that is mentioned above.

The U.S. Department of Labor issued a model notice to meet the requirements which was published in the Feb 4, 2010, issue of the Federal Register. A Text Version is available at <http://www.dol.gov/ebsa/chipmodelnotice.doc>