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# HR Monthly Newsletter

APRIL 2023

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## Get more energy throughout the workday

Brought to you by Ulliance

Maintaining your energy level all day can feel like an insurmountable challenge. Don't ignore physical or mental fatigue, but don't surrender to it, either. Try these tactics for recharging:

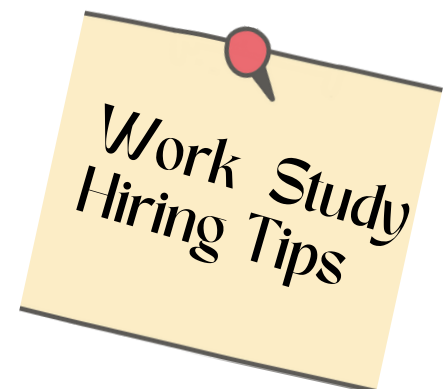
- **Move around.** Take a walk, even if it's just a quick stroll around your office several times throughout the day. Getting your blood flowing speeds up the delivery of oxygen and nutrients to your body.
- **Take a deep breath.** Several, actually. Sit up straight to open your chest cavity and get more oxygen into your lungs. Here's an exercise: Breathe out through your mouth completely. Then inhale through your nose for four seconds. Hold it in for seven seconds, and then exhale for a count of eight seconds. Do this four times to refresh yourself.
- **Drink sufficient fluids.** Water, like air, delivers oxygen throughout your body. If you're dehydrated, you'll feel tired. Drink plenty of water or low-calorie sports drinks.
- **Get outside.** Sunshine and fresh air can have rejuvenating effects, along with the exercise benefits of taking a short walk.
- **Learn something new.** Spend a few minutes with a book or on the internet researching a subject that's really interesting to you. You'll stimulate your mind and make new mental connections.



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## Maximize Federal Work Study Dollars!

Work Study Managers - Before selecting candidates, please submit your list of applicants to the Director of Financial Aid for review. This will maximize the Federal Work-Study dollars and assist with future requests for the Department of Education. This is a win-win situation for both the student and CCS!



## Ask Watson!

"Hey, Watson. I just found out that I'm going to need surgery. I'll probably need to be out for at least 1 week. What do I need to do?"



Did you know..... As a CCS employee, you have access to discounts and special offers through Working Advantage



## Life Advisor DISCOUNT PROGRAM

### SAVE MONEY ON:

Hotels  
Theme Parks  
Attractions  
Shows & Events  
Car Rentals

### HOW TO SIGN UP

Head over to:  
[workingadvantage.com/ulliance](http://workingadvantage.com/ulliance)

1  
text

Scroll down to the 'New users: sign up to become a member' form

2  
text

Create an account and start saving!

Once enrolled you will have access to discounts on hundreds of offers on theme parks, shows, hotels, attractions and more!

# Benefits 101

## How to Read your Explanation of Benefits (EOB)

### What is an EOB for?

When you get health care, the doctor, hospital, or dentist asks Blue Cross Blue Shield / Blue Care Network to pay for the service they provided by submitting a claim. After the claim is processed, you may have noticed something called an explanation of benefits or EOB show up in your mail. It's a statement that indicates "This is Not a Bill". If it's not a bill, then what is it?

### What's in an EOB?

EOBs outline the costs associated with the services you received, including:

- What was billed
- Any discounts
- What Blue Cross/BCN pays
- Total covered
- What you pay

Since an EOB is not a bill, what you pay is for your information only. If you owe the doctor, hospital, or dentist, they'll send you an invoice.

Not all claims generate an EOB. For example, you won't get an EOB for a prescription. Here's what you can expect to see in your medical and dental EOBs.

Blue Cross's [EOB Guide \(PDF\)](#) shows you what a medical EOB looks like and explains everything that's on it, like:

- **Information about you** - your plan and the patient
- **Contact information** - for Blue Cross Blue Shield/Blue Care Network
- **Claim summary** - this section lists all the claims included in your EOB
- **Summary of Deductibles and Out-of-pocket Maximums** - your plan balances
- **Claim details** - each claim from each provider is explained



### Read EOBs in your member account

Most members can see EOBs by logging in on the Blue Cross Blue Shield website or using the Blue Cross mobile app.

#### For subscribers

If you're the person whose name is on your Blue Cross ID card, look for the Explanation of Benefits link in the menu under Claims.

#### If you're not the subscriber

After you're logged in, go to Claims. Select a claim to see its details. If an EOB is available, you'll see it there.

### How to stop paper EOBs

Subscribers—the person whose name is on your Blue Cross ID card—can tell us to stop sending a paper copy of EOBs in the mail. Then we email when a new EOB is ready to view. To stop or start paper statements:

- Log in to your member account on our website or mobile app
- Go to Account Settings on our website, My Account on the app
- Choose Paperless Options

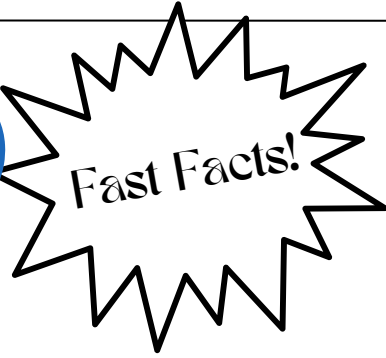
You can change your settings whenever you want.



WHAT DO YOU THINK?

Which benefits are the most important to you?

Let us know!



CCS has had a few name changes over the years.

We began as the Detroit Society of Arts and Crafts in 1906.

In 1975 we became the Center for Creative Studies - College of Art & Design. Finally, in 2001, the College for Creative Studies came to be!

Check this out



Do you struggle with overthinking? Learn more about methods you can use to make decisions more confidently through Overcoming Overthinking - a course provided by LinkedIn Learning. Find other courses of interest by clicking on the LinkedIn Learning icon in Access Manager.

# How Can we Help?



Raquel Diroff  
Director of HR  
313.664.7651 (direct) 313.433.5299 (cell)  
rdiroff@collegeforcreativestudies.edu



Patty Longo  
Assistant Director of HR  
313.664.7650  
plongo@collegeforcreativestudies.edu



Lisa Poszywak  
HR Generalist  
313.664.7652  
lposzywak@collegeforcreativestudies.edu



Brittney Alverson  
HR Generalist  
313.664.7854  
balverson@collegeforcreativestudies.edu