



Thank You!

As we wrap up the 2025/2026 school year, we want to share a massive thank you with our incredible team. Your professionalism, hard work, and daily commitment have made a lasting, positive impact on our students and communities.

We are immensely grateful for everything you do. Whether you are stepping into a relaxing summer break or supporting our extended school year services, your contributions are deeply valued.

Enjoy the change of pace, and we look forward to partnering with you again for an amazing **2026/2027 school year!**



June is Men's Health Awareness Month

June is Men's Health Month, a dedicated time to prioritize the well-being of the men in our workplace and lives. In the rush of daily deadlines, it is easy to put health on the back burner, but taking care of yourself is the foundation for everything else you do.

This month, we encourage all our male team members to schedule those overdue checkups, focus on mental wellness, and kickstart healthier daily habits.

Read more about Heart Disease, Kidney Stones, and Cancer in men [HERE](#).
Read



June Health Tip: Back for Health

Health tip: Back for health



According to the World Health Organization, low back pain can be experienced at any age and is the single leading cause of disability worldwide.¹

Many back injuries are a result of strain and damage over time, but there are certain motions and risk factors^{2,4} to be aware of:

- Having certain types of cancer or arthritis
- Twisting at the waist while lifting or holding a heavy load
- Lifting or carrying objects with awkward or odd shapes
- Having depression or anxiety
- Using a particular muscle group for long periods of time without relief
- Weak back and abdominal muscles
- Being overweight and inactive

To help avoid back pain consider the following practices:^{1,4}

- Maintain a healthier diet and weight
- Stay active
- Maintain proper posture
- Get quality sleep on a supportive mattress
- Lift with your knees, keep the object close to your body, and do not twist when lifting
- Quit smoking
- Work with your doctor or a chiropractor to ensure that your workstation is ergonomically correct

If you have back pain, there are steps you can take:

- Your first line of support for any health problem should be your primary care physician who can assess your symptoms to determine the best treatment options
- If you don't have a doctor and are looking for one you can find a Premium Designated in-network provider at myuhc.com or through the UnitedHealthcare app
- Call Advocate4Me using the number on your UnitedHealthcare medical ID card to help you make better healthcare decisions regarding your back health, including treatment options and determining the appropriate level of care

Back pain

Chronic back pain is a major cause of work loss, participation restriction, and reduced quality of life around the world.¹

Maintain good posture³

Poor posture can lead to excessive strain on our postural muscles leading them to be more prone to injury and back pain. Poor posture can be caused by stress, obesity, pregnancy, weak postural muscles, abnormally tight muscles, and high-heeled shoes. In addition, a poor work environment, incorrect working posture, and unhealthy sitting and standing habits can also contribute to poor body positioning. The desired position you should seek to achieve is referred to as 'neutral'. Keep these tips in mind when standing or sitting:

- Set the arch of the foot so your weight is evenly distributed
- Align the second and third toe with the knees
- Set your hips in a neutral position with your rib cage tucked down
- Keep a natural spine by avoiding hunching, extending and reaching
- Draw your shoulders down and back
- Center your head on the shoulders
- Tuck your chin in, not up or down
- Look forward

Lift safely⁴

Lifting safely may help you avoid injury. By lifting with your larger, stronger leg muscles instead of the small muscles of your back, you may prevent back injuries and reduce low back pain. Guidelines for lifting objects safely to reduce the chance of back pain, strain or injury include:

- Get close to the load. Get as close to the load as possible to put less force on the low back.
- Maintain your curves. Keep yourself in an upright position while squatting to pick up.
- Tighten your abdomen. Tightening the stomach helps support the spine. Don't hold your breath while tightening the muscles.
- Lift with your legs. Your legs are the strongest muscles in your body – so use them.
- Pivot and don't twist. Turn with your feet, not your back. It isn't built for twisting from side to side.
- Avoid unnecessary twisting
- Keep objects close to body



12-Month Pay Program - Sign Up NOW for 26/27

Start planning now for the 2026/2027 school year's holiday and summer breaks by enrolling in the 12-month pay program. If you are already enrolled, there is no need to sign up again -- your program will automatically roll over to next school year.

By signing up, 25% of each paycheck will be set aside and disbursed as follows:

School Closure	# of Paid Days	Paid On
Thanksgiving Break	3 Days	12/08/2026
Winter Break	10 Days	01/05/2027
Spring Break	5 Days	03/30/2027
Summer Break	Remainder of 12-month balance paid equally over 5 pay periods.	06/22/2027 07/06/2027 07/20/2027 08/03/2027 08/17/2027

If you are not currently enrolled but would like to be or if you have any questions about the program, please send an email to Dusty Usher at onboarding@commrehab.org.

25/26 Remaining 12-Month Payment Dates

School Closure	# of Days Paid	Paid On
Summer Break	Remainder of 12-month balance paid equally over 5 pay periods.	06/23/2026 07/07/2026 07/21/2026 08/04/2026 08/18/2026

SUMMER - Benefit Deductions



Employees who **are enrolled** in the 12-month pay program, normal premium deductions will be deducted through regular payroll deductions.

Employees who are currently enrolled in benefits, are **not enrolled** in the 12-month pay program, and have a signed agreement for the 2026/27 school year - **PLEASE NOTE**, the 4-benefit premium deductions (06/23/26-8/4/26 pay dates) for summer will be split over 2 pay periods - 05/26/26 and 06/09/26.

United Healthcare Rewards

Activate and earn \$1,000: Sign in to myuhc.com today to activate UHC Rewards and start getting paid for the healthy activities you're already doing!

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There for what matters™



Get in on UHC Rewards

Good news—your health plan comes with a way to earn up to \$1,000. UnitedHealthcare Rewards is included in your health plan at no additional cost.



There's so much good to get

With UHC Rewards, a variety of actions—including things you may already be doing, like tracking your steps or sleep—lead to rewards. The activities you go for are up to you, and the same goes for ways to spend your earnings.

Here are just a few of the ways you can earn:

Connect a tracker	\$65
Take a health survey	\$25
Get an annual checkup	\$50
Get a biometric screening	\$75

Visit UHC Rewards for the full list of rewardable activities that are available to you—and look for new ways of earning rewards to be added throughout the year.

Earn up to
\$1,000

continued

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There are 2 ways to get started



On the UnitedHealthcare® app

- Scan this code to download the app
- Sign in or register
- Select **UHC Rewards**
- Activate UHC Rewards and start earning
- Though not required, connect a tracker and get access to even more reward activities

On myuhc.com®

- Sign in or register
- Select **UHC Rewards**
- Activate UHC Rewards
- Choose reward activities that inspire you—and start earning



Your health

Get in on an experience that's designed to help inspire healthier habits

Your goals

Personalize how you earn by choosing the activities that are right for you

Your rewards

Earn up to \$1,000 for completing rewardable activities



UnitedHealthcare Rewards

Premium Payout structure



1. **UHC Rewards makes it easy to get more from your health plan.** To start earning, download the UHC app or log in to myuhc.com & select "UHC Rewards" to "Activate" your account. You can earn up to \$1,000 for completing rewardable activities you may already be doing!
2. **Earn up to \$1,000 for your healthy habits.** Just log in to myuhc.com or the UHC app and click "Activate" to start winning!

	Action	Description	Dollars earned
One-time activities	Complete health survey	Learn how your health journey is going and offers to help improve your well-being	\$25
	Get a biometric screening	Complete annual bloodwork and measurements	\$75
	Go paperless	Switch to paperless communications	\$5
	Flu shot	Get an annual flu shot	\$30
	Annual checkup*	Complete an annual checkup to support health and prevent illness	\$50
	24/7 Virtual Visit*	Talk to a provider by video for common urgent care needs	\$30
	Get a cervical screening*	Regular screening tests may help find changes in the cervix that may be treated before they become cancer	\$75
	Get a breast screening*	A mammo gram may usually find breast changes that could be cancer years before symptoms develop	\$75
	Get a cost estimate	A cost estimate explains the expected cost for an upcoming visit or service	\$40
	Tracker-based	Connect a tracker	Automatically track activities
Daily activity - goal 1		Track 15 active minutes or 5k steps per day	\$0.75
Daily activity - goal 2		Track 30 active minutes or 10k steps per day	\$1.25
Fitness challenge - weekly goal		Complete the daily activity goals 5 out of 7 days (Sunday to Saturday)	\$5
Sleep tracking		Track sleep for 14 days	\$10
Sleep challenge - weekly goal		Track 7 hours of sleep for 5 out 7 nights (Sunday to Saturday)	\$5
Maximum annual incentive			\$1,000

Questions?

Call customer service at 1-866-230-2505

United
Healthcare

Up to \$500 Employee Referral Bonus



The busy summer months are here which is the perfect time to refer a friend with our bonus program!

CRA Therapy strives to provide our therapists with quality service and career opportunities. We always appreciate it when our employees refer others to us and have developed this program to say thank you.

Please reach out to your Recruiter or Account Manager for more information about the program!

Go Paperless in ADP

Did you know, you can get your tax forms faster, so you can file your taxes and get any potential refunds quicker by signing up to 'Go Paperless' in ADP?

Log into ADP and go to:

- Myself
- Pay & Tax Statements

If you're not enrolled, a popup will come up that you can toggle on 'receive paperless statements'.

If this doesn't come up, scroll to the bottom of the page and you will see "Go Paperless" in the bottom left corner of the screen.

Thanks for helping us to save some trees, and helping you to get your forms quicker too!



Important *June* Dates

June	Men's Health Awareness Month National Safety Month
June 6	D-Day Anniversary
June 8	World Ocean's Day
June 14	Flag Day
June 19	Juneteenth
June 21	Father's Day
June 27	Helen Keller Day

HR is Here to Help

For Questions About:	Contact:
12-Month Pay Plan	Dusty, onboarding@commrehab.org

401k Information	Amber, humanresources@commrehab.org
Absence Request Form	Catherine, timesheets@commrehab.org
Who do I notify if I need time off?	Your Account Executive (Danielle or Molly)
Change of Address	Update in ADP - www.workforcenow.apd.com
Direct Deposit - update info	Update in ADP - www.workforcenow.apd.com
Benefits (other than H.S.A.)	Amber, humanresources@commrehab.org
Health Savings Account (H.S.A.)	Health Equity Customer Service (877) 223-5329
Employment Verification	Dusty, onboarding@commrehab.org
Name Change	Dusty, onboarding@commrehab.org
Referral Bonus Payment (if applicable)	Dusty, onboarding@commrehab.org
SpringAhead Timesheets	Catherine, timesheets@commrehab.org
W4 - Make a Change W2 - Request a Copy	ADP - www.workforcenow.apd.com



Community Rehab Associates, Inc | 3950 3rd St N. Suite D | St. Petersburg, FL 33703 US

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