

## Wellness Program

The District's Raising the Bar to Wellbeing Wellness Program ("Wellbeing") on the CaféWell platform is a voluntary wellness program available to all employees. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others.

If you choose to participate in the Wellbeing program you will be asked to complete a voluntary health risk assessment or "HRA" that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You will also be asked to complete a blood and health screening, which will include a blood test for Complete Blood Count (CBC), Thyroid Stimulating Hormone (TSH), Coronary Risk Profile (HDL, LDL, VLDL, Coronary Risk Interpretation, Cholesterol and Triglycerides), and a Comprehensive Metabolic Panel (Blood Sugar, Liver, Kidney, Muscle, and Heart Function). In addition to this blood screening, height, weight, and waist measurement will also be included as a health screening. You are not required to complete the HRA or to participate in the blood test or other medical examinations.

However, employees who choose to participate in the wellness program will receive an incentive of \$35 per month toward their medical premiums when they complete the required components. (Currently, completion of the Health Risk Assessment; Health and Biometric Screening; one dental cleaning; a flu shot; and an annual Well Visit with a medical professional.) Although you are not required to complete the HRA or participate in the biometric or health screening, only employees who do so will receive the premium differential of \$35 per month toward their monthly medical premiums. This \$35 is used to help fund the District's wellness program.

Additional incentives include receipt of up to \$100 visa gift card as may be available for employees who participate in certain health-related activities such as winning a challenge. If you are unable to participate in any of the health-related activities to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting Carl Smart, Director of Employee Services at 208-235-3273.

The information from your HRA and the results from your biometric screening will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through the wellness program, such working with a Health Coach, etc.. You also are encouraged to share your results or concerns with your own doctor.

### **Protections from Disclosure of Medical Information**

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the Wellbeing program and the Pocatello/Chubbuck School District 25 may use aggregate information it collects to design program(s) based on identified health risks in the workplace, CaféWell or Wellbeing will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that

personally identifies you that is provided in connection with the wellness program will **not** be provided to your supervisors or managers and may **never** be used to make decisions regarding your employment.

Your health information will **not** be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information would be those such as "a registered nurse," "a doctor," or "a health coach" in order to provide you with services under the Wellbeing program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the Wellbeing program will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, CaféWell will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Carl Smart, Director of Employee Services at 208-235-3273.