



## **NOTICE REGARDING WELLNESS PROGRAM**

The Pima County Employee Wellness program is a voluntary program available to all employees. The program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health and prevent disease. These federal rules include the Americans with Disabilities Act (ADA), the Genetic Information Nondiscrimination Act (GINA), and the Health Insurance Portability and Accountability Act (HIPAA) among others. You may participate in various wellness programs that will require you to:

- Verify if you have been tobacco free for at least the past three months
- Complete a voluntary Health Assessment
- Complete one or more preventive exams or screenings
- Complete various health and wellness activities and programs

You are not required to certify your tobacco free status. Only employees who are active on the County's insurance plan and choose to certify as tobacco free will receive an incentive of a Tobacco Free Healthy Lifestyle Premium Discount valued at \$20.00 per pay period. The Tobacco Free status is verified once per year during Spring Annual Enrollment to qualify for the Tobacco Free Health Lifestyle Premium Discount awarded the following fiscal year (July 1st – June 30th). The Aetna Healthy Lifestyle Coaching Tobacco Free Program is a cessation program available for all Aetna members. Employees who attest to using tobacco products may complete the Aetna Healthy Lifestyle Coaching Tobacco Free Program or provide proof of working with a primary care provider to quit tobacco products and still be eligible to receive the full, annual premium discount retroactive to the beginning of the plan year.

You are not required to complete the health assessment, complete a preventive exam or screening, or participate in health and wellness activities and programs. Employees who choose to participate in the wellness program by completing one or more of these activities will earn a Healthy Lifestyle Premium Discount valued at \$5.00 - \$15.00 per pay period. Only employees who are active on the County's insurance plan and complete one or more of these activities will be eligible to receive the Health Lifestyle Premium Discount. Healthy Lifestyle Activity Points are earned per reporting year (March 1<sup>st</sup> – February 28<sup>th</sup>) to qualify for the Health Lifestyle Premium Discount awarded the following fiscal year (July 1<sup>st</sup> – June 30<sup>th</sup>). Additional incentives of various types and amounts may be available for employees who participate in certain health-related activities and programs. Additional incentives may be raffle-based and are not guaranteed. Tangible incentives valued at \$20.00 or more and gift card/certificate incentives at any value, earned by participating in the Employee Wellness Program including any third party vendor wellness programs, are subject to taxation and will be reported as income to be taxed within the employee's paycheck.



### **Availability of a Reasonable Alternative Standard**

Your health plan is committed to helping you achieve your best health. Rewards for participating in a wellness program are available to all employees. If you think you might be unable to meet a standard for a reward under this wellness program, you might qualify for an opportunity to earn the same reward by different means. Contact Employee Wellness at 520-724-2792 and we will work with you (and, if you wish, with your doctor) to find a wellness program with the same reward that is right for you in light of your health status.

### **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 wellness program and Pima County may use aggregate information it collects to design a program based on identified health risks in the workplace, the Pima County BeWell Employee Wellness Program 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.

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 wellness 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, we 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 Employee Wellness at (520) 724-2792.