



## Notice Regarding Wellness Program

**NMUSD Wellness for Life** is a voluntary wellness program available to all employees, with certain aspects being limited to employees enrolled in a medical plan through District benefits. 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 are an employee enrolled in a medical plan through NMUSD benefits** and choose to participate in the wellness program you will be asked to participate in a voluntary Health Awareness Incentive Program, which will include completion of a Wellness Screening and Health Assessment. The Wellness Screening will include a standard blood test for cholesterol, triglycerides, and glucose levels. The Health Assessment 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 are not *required* to complete the Wellness Screening or Health Assessment, however, those who choose to participate in the Health Awareness Incentive Program and complete both actions will receive an incentive of \$100. Although you are not required to complete the Health Assessment or Wellness Screening, only those who do so will receive the \$100 reward.

Your individual results from the Wellness Screening and Health Assessment are 100% confidential, and are not shared with NMUSD. Your results 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 as telephonic coaching. You are also encouraged to share your results or concerns with your own doctor.

**All employees, regardless of benefit eligibility or enrollment** may be eligible for additional incentives for participating in certain health-related activities such as onsite wellness seminars, activity challenges (*Walkingspree*), newsletter drawings, etcetera. If you are unable to participate in any of the health-related activities required 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 your wellness program coordinator, Troy Bacon at [wellness@nmusd.us](mailto:wellness@nmusd.us).

## Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although **NMUSD Wellness for Life** and Newport Mesa Unified School District may use aggregate information it collects to design a program based on identified health risks in the workplace, **NMUSD Wellness for Life** 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 is a Registered Nurse or Health Coach in order to provide you with services under the wellness 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 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 the NMUSD Human Resources department.