

# Notice Concerning Employee Well-being Program

## 2024 Campaign

Rules published on May 17, 2016, under the Americans with Disabilities Act (ADA) require employers that offer well-being programs that collect employee health information to provide a notice to employees informing them what information will be collected, how it will be used, who will receive it, and what will be done to keep it confidential.

### NOTICE REGARDING WELL-BEING PROGRAM

Hoos Well is a voluntary well-being program available to all active employees and spouses enrolled in the University of Virginia Health Plan. 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. Employees and spouses who choose to participate in Hoos Well will be eligible to receive up to \$500.00 in total incentives for completion of a variety of health-related activities (as described below).

If you choose to participate in Hoos Well you will have the opportunity to complete a voluntary health assessment or "HA" 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 may also complete an Adult Well Exam, which may include health-related measures, such as a blood test for Total Cholesterol and Glucose screenings. Although you are not required to complete the HA and/or participate in an Adult Well Exam, active employees and their spouses who do so may receive up to \$200.00. The information from your HA and any results you choose to include from your Adult Well Exam are intended to provide you with information to help you understand your current health and potential risks, and may also be used to direct you to resources through Hoos Well and other programs offered by the University. You also are encouraged to share your results or concerns with your own doctor.

Additional incentives of up to \$300.00 are available for active employees and spouses who participate in health-related activities, such as tracking physical activity and other healthy habits, or participating in educational seminars and webinars and self-directed educational modules. The completion of these activities will not require the disclosure or collection of any health information.

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 [AskHR@virginia.edu](mailto:AskHR@virginia.edu) or calling the HR Solution Center at 434-243-3344.

### 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 Hoos Well program and the University of Virginia Health Plan may use aggregate information it collects to design programming based on identified health risks, Hoos Well 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 Hoos Well, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with Hoos Well 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 Hoos Well program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in Hoos Well or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of Hoos Well will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information is (are) health care providers and other care coordination/condition management program personnel in order to provide you with services under Hoos Well.

In addition, all medical information obtained through Hoos Well will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the Hoos Well 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 Hoos Well, we will notify you as required by law.

You may not be discriminated against in employment because of any health-related information you provide as part of participating in Hoos Well, 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 Rebecca Gristina HIPAA Privacy Officer; [rjg4m@virginia.edu](mailto:rjg4m@virginia.edu), 434-243-3344.