

# IMPORTANT NOTICE

## REGARDING UF HEALTH SHANDS' WELLNESS PROGRAM

UF Health Shands' wellness program (the Program) is voluntary and available to all benefits eligible 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 wellness program you will be asked to complete a voluntary personal health assessment or "PHA" 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 be asked to complete a biometric screening, which will include a blood test for cholesterol (LDL, HDL and Total), glucose levels, blood pressure and height/weight. You will be asked to show proof of a flu vaccination (or contraindication waiver), and certify to be tobacco free (or complete a tobacco cessation course). Additionally, there is a menu of additional activities to achieve points accumulation, such as, an annual wellness visit, a colonoscopy, mammogram, and/or participation in wellness program activities/challenges like a water challenge, walking challenge, etc. You are not required to complete the PHA, the blood test or any of the other activities mentioned above.

However, employees who choose to participate in the wellness program are eligible to receive an incentive (\$100) for completing the personal health assessment, biometric screening, flu vaccination and certify to be tobacco free (or attended a tobacco cessation course). Additionally, wellness program participants must accumulate 300 points by participating in the above mentioned four (4) activities and complete additional activities (wellness visit, program challenges) necessary to meet the specified point accumulation.

If you are unable to participate in any of the assessment activities, the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may submit a written request for a reasonable accommodation or an alternative standard to: GatorCare, ATTENTION Wellness Program, at P.O. Box 103574, Gainesville, Florida 32610-3574 or via email at [gatorcare@shands.ufl.edu](mailto:gatorcare@shands.ufl.edu).

The information from your PHA 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. You may also be offered disease management services through the GatorCare health plan (e.g. diabetes education and management), if you are a participant in the plan. You are also 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 wellness program, Florida Blue and UF Health Shands may use aggregate information it collects to design a program based on identified health risks in the workplace, the UF and UF Health 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. The only individual(s) who may receive your personally identifiable health information is "a registered nurse"; "a doctor" or "a 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 UF Health Privacy Office at 352.627.9050 by phone or email at [privacy@shands.ufl.edu](mailto:privacy@shands.ufl.edu).

***UF Health Shands' formal plan documents govern the terms and conditions of its employee benefits plans and programs (the plans). UF Health Shands has the right to modify, change and revise the terms and conditions of the plans, as well as the right to terminate the plans. This communication is not a guarantee of the future availability or design of the plans.***