



DATE: December 21, 2021

To: Employees and Spouses/Domestic Partners Enrolled in Washington Counties Insurance Fund Medical Plans

RE: Notice Regarding Employer-Sponsored Wellness Program, Live Well at WCIF

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Dear Member,

Live Well at WCIF is a voluntary wellness program available to all employees enrolled in WCIF medical plans and their covered spouse/domestic partner. 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 have the option to complete a voluntary health assessment 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).

However, employees who choose to participate in the wellness program will receive a reward for completing certain health-related activities. There is a menu of options for earning this reward to accommodate all participants.

The information from your health assessment will be used to provide you with information to help you understand your current health and potential risks. 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 wellness program may use aggregate information it collects to design a program based on identified health risks in the workplace, Live Well at WCIF will never disclose any of your personal information either publicly or to your employer. 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 a reward. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. Vivacity is the only entity who will receive your personally identifiable health information in order to provide you with services under the wellness program.

In addition, information stored electronically will be encrypted. 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, you will be notified immediately.

Your medical information you provide as part of participating in the wellness program will not subject you to retaliation if you choose not to participate, as this is a voluntary program.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Kelli Campbell at the information provided below.

Kelli Campbell  
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509.397.5243  
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