

NOTICE REGARDING CITY OF WOODSTOCK WELLNESS PROGRAM 2017-18

The City of Woodstock Wellness Program is a voluntary wellness program available to all employees and spouses. 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.

Information Collection and Usage

If you choose to participate in the voluntary wellness program you will be asked to complete a TargetCare conducted clinical health assessment or "CHA" 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 also be asked to complete a biometric screening, which will include a blood draw to screen for cholesterol, blood sugar, electrolytes, hydration levels, kidney and liver function, etc. This type of blood panel analysis is similar to those performed at a standard physician checkup, and the full test results will be shared with you.

Also, the biometric screening includes other physical measurements that will be performed at the time of the screening such as blood pressure, resting pulse, waist circumference, height and weight. The results from your CHA will be used to provide you with information to help you understand your current health and potential risks, and may also be used to direct you to other services provided by TargetCare. You are also encouraged to share your results or concerns with your own primary care doctor.

Voluntary Program and Incentive

You are not required to complete the CHA/ Personal consult or participate in the wellness program. However, employees who choose to participate in the wellness program will receive a wellness incentive for meeting the wellness requirements of participating in the Clinical Health Assessment/ Personal Consult, Health Coaching and the annual Wellness program. This is a voluntary program for City of Woodstock participants.

If an employee unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable alternative standard. A participant may request a reasonable alternative standard plan by working with their Human Resources Department.

Protection of Personal Information

We are required by law to maintain the privacy and security of your personally identifiable health information. TargetCare and the employer take confidentiality of personal health information very seriously. TargetCare will not disclose information that identifies the participant unless it is required to administer the program or required by law. TargetCare has reasonable safeguards in place to protect the information including storage of information off-site in a secure electronic server in an encrypted format. The only persons who will see the participants individually identifying information will be TargetCare workforce members and others who must have the information in order to administer this program. Anyone who receives your information for the purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements.

Under no circumstances will TargetCare ever sell individually identifying health information. If there is an incentive associated with this program, TargetCare will provide to the employer only a list of those eligible for each incentive, without any further information. TargetCare will also supply to the employer aggregate summary information about results of the group as a whole, without identifying individuals. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving wellness information provided in connection with the wellness program, TargetCare will notify the participant immediately.

No individual participant information provided as part of the wellness program will be shared with your employer or used in making any employment decision. If you have questions or concerns regarding this notice, please contact your Human Resources Department.