

## **NOTICE REGARDING WELLNESS PROGRAM**

The Robert E Miller Insurance Agency (The Miller Group) wellness program is a voluntary wellness program available to all 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:

1. Complete a preventive exam with a primary care physician including height, weight, blood pressure, blood glucose, total cholesterol (HDL, LDL, and overall), and triglycerides. Submit proof of exam to Erin Donahoo.
2. Complete a cotinine test, and or/complete a tobacco cessation program.

You are not required to complete the participate in the preventive exam or cotinine.

However, employees who choose to participate in the wellness program will receive a wellness premium incentive for completing the preventive exam and being cotinine free and/or completing a tobacco cessation program. Although you are not required to complete the preventive exam, or be cotinine free/complete cessation program, only employees who do so will receive the wellness premium incentive.

Additionally, if you complete your biometrics and cotinine test, you can also get a company contribution to your HSA or FSA. You will receive 50% of the contribution if you do not test cotinine free but complete the biometrics.

The information from your biometric screening 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 focus education, personal challenges, and journeys. You also are encouraged to share your results or concerns with your 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, and The Miller Group may use aggregate information it collects to design a program based on identified health risks in the workplace, The Miller Group 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 will receive your personally identifiable health information is Allied 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 Human Resources.