

NOTICE REGARDING WELLNESS PROGRAM

My Health Matters!, the County of San Bernardino's 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

Incentives may be available for employees who participate in certain health-related activities tracking steps and activity on the Steps to Success wellness activity portal, completing Monthly Wellness Challenges, participating in smoking cessation programs and participating in wellness education classes. To view these additional incentives, visit the Steps to Success portal at www.healthycommunity.ca/sbhr and the My Health Matters! page at <https://hr.sbcounty.gov/employee-benefits/employee-wellness-program/> If you are 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 accommodation or an alternative standard by contacting the County of San Bernardino Employee Wellness coordinator at (909) 387-5812 or mhm@hr.sbcounty.gov.

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 County of San Bernardino may use aggregate information it collects to design a program based on identified health risks in the workplace, *My Health Matters!* 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 "a registered nurse," and or "a doctor," 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 County of San Bernardino Equal Employment Opportunity Office (EEO) at (909) 387-5584 or eeo@hr.sbcounty.gov.