

## Notice for The City of Fort Lauderdale Sponsored Voluntary Wellness Incentive Program (WIP)

MotivateMe® is a voluntary wellness program available to all employees enrolled in the Cigna Medical Plan. The program is administered by Cigna 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 health risk assessment or "HRA" 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 pressure check, cholesterol screening, a blood glucose/blood sugar screening, and a measurement of height and weight. You are not required to complete the HRA or to participate in the blood test or other medical examinations.

However, employees who choose to participate in the wellness program will receive a \$500 (taxable) incentive for earning 500 wellness activity points. In order to qualify for the incentive, you must complete the biometric screening, an annual physical (preventive exam), and health risk assessment for 300 points. An additional 200 wellness activity points are earned by employees who participate in certain health-related activities (i.e. flu shot, Health Coaching at the City's Health and Wellness Center, attend a Lunch or Breakfast and Learn, complete physical or weight management activities) of their choice within the program guidelines. Although you are not required to complete the HRA or participate in the biometric screening and other wellness activities however, only employees who do so will receive the \$500 (taxable) incentive.

In addition to Cigna and MotivateMe® program, The City of Fort Lauderdale imposes a Tobacco user surcharge. Eligible employees who are tobacco users have sixty (60) days from the date of their event (i.e. date of hire) to complete a City authorized Tobacco Cessation Program (if applicable) to avoid paying a \$25 biweekly post-tax surcharge. The City's authorized Tobacco Cessation Programs are: One-on-one or group programs through the City's Health and Wellness Center; online/phone program through Cigna and IQuit program with Area Health Education Center (AHEC).

For all participants: If you think you might be unable to meet a standard for a reward under this wellness program, you might qualify for an opportunity to earn the same reward by different means, contact the City of Fort Lauderdale's Wellness Coordinator at 954-652-1306 or Human Resources, Benefits Section at 954-828-5160.

For participants who may have an impairment – If you are unable to participate in any of the program events, activities or goals, because of a disability, you may be entitled to a reasonable accommodation for participation, or an alternative standard for rewards. For work-site accommodations, please contact the City Benefits Office at (954) 828-5160; for accommodations with online, phone or other Cigna programs; the City of Fort Lauderdale's Wellness Coordinator at 954-652-1306, Human Resources, Benefits Section at 954-828-5160 or Cigna at (800) 244-6224.

The information from your HRA 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, and may also be used to offer you services through the wellness program, such as in person, telephonic, or online coaching. 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, and The City of Fort Lauderdale may use aggregate information it collects to design a program based on identified health risks in the workplace, Cigna and MotivateMe®, and Marathon Health, a third party vendor who staffs and manages The Health & Wellness Center, 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 (are) Cigna, MotivateMe® and Marathon Health, a third party vendor who staffs and manages The Health & Wellness Center (if authorized) 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 City of Fort Lauderdale's Wellness Coordinator at 954-652-1306 or Human Resources, Benefits Section at 954-828-5160.