



INTERNATIONAL UNION OF OPERATING ENGINEERS

LOCAL 4

Health and Welfare Fund

IMPORTANT INFORMATION REGARDING THE STEPS CHALLENGE

This is to provide you with additional information regarding the Steps Challenge, a voluntary wellness program available to all participants of the IUOE Local 4 Health & Welfare Fund, which will take place for a six-week period beginning April 9, 2018. Sign-up will begin on April 2, 2018 on the www.ahealthyme.com website. Participants who choose to participate and log an average of 7,000 steps per day over the six-week challenge will be entered into a raffle for one of ten \$100.00 gift cards. The participants with the two highest number of total steps at the end of the challenge will receive an Apple Watch.

The Steps Challenge is administered according to federal rules permitting employer-sponsored wellness programs, and is designed to promote health and prevent disease. If you registered in February to receive a Fitbit for use in the Challenge, you were asked at that time to complete a voluntary health risk assessment ("HRA") through "*ahealthyme*" that asked a series of questions about your health-related activities and behaviors and whether you have or have had certain medical conditions (e.g., cancer, diabetes, or heart disease). You are not required to fill out the HRA to participate in the Steps Challenge.

If you have a disability or it would be unreasonably difficult or inadvisable for medical reasons for you to meet the Steps Challenge requirements to earn the gift card and be eligible for the fitness club membership, you may be entitled to a reasonable accommodation or an alternative standard to earn the same reward by different means. You may request a reasonable accommodation or an alternative standard for the program by contacting Greg Geiman at 508-533-1400 for more information.

The information from your HRA will be used to provide you with information to help tailor the program, help you understand and improve your current health and risks, and/or offer you services, such as educational resources and workshops that address your high risk areas. You are encouraged to share your results or concerns with your doctor.

Protections from Disclosure of Medical Information

The Fund and Blue Cross Blue Shield of Massachusetts ("BCBSMA"), the Fund's contracted claims administrator, is required by law to maintain the privacy and security of your personally identifiable health information. Although the Fund may use aggregate information collected to design programs based on identified health risks, neither BCBSMA or the Fund will disclose any of your personal information either publicly or to your employer, and will only disclose such information as necessary to respond to a request from you for a reasonable accommodation needed to participate in the Steps Challenge, or as expressly permitted by law.

16 Trotter Drive
P.O. Box 660
Medway, MA 02053-0660

TEL (508) 533-1400
FAX (508) 533-1404
1-888-486-3524

TURN OVER

www.local4funds.org

Medical information that personally identifies you that is provided in connection with the Steps Challenge will not be provided to your employer and may never be used to make employment decisions.

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 this 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 program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information is BCBSMA and the Fund, and only to the minimum extent necessary to provide you with services under the Steps Challenge.

Appropriate precautions will be taken to protect the privacy and security of your protected health information and avoid any data breach. Information stored electronically will be encrypted. In the event a data breach occurs involving information you provide in connection with this program, you will be notified as required by law and in accordance with BCBSMA and Fund privacy and security policies and procedures. The BCBSMA "*ahealthyme*" Terms of Use, Privacy Policy, and Commitment to Confidentiality, as well as the Fund's Notice of Privacy Practices, all apply to protect your health information and are accessible at www.ahealthyme.com.

If you have questions or concerns regarding this notice or the Steps Challenge, please contact Greg Geiman at 508-533-1400.

