



## NOTICE REGARDING MEB MANAGEMENT SERVICES WELLNESS PROGRAM (April 1, 2024-March 31, 2025)

**MEB Management Services** wellness program is a voluntary wellness program available to all benefit enrolled full time 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 may 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 are not required to complete the HRA or participate in any blood test or other medical examination.

Employees who choose to participate in the wellness program and enrolled in the MEB medical plan will receive an incentive of a **medical premium reduction of \$30 per month, equal to \$360 for the year, for completing the below listed requirements**. For those who commit to the wellness program, the medical premium reduction will begin April 1, 2025. Employees who complete the below requirements by December 31, 2024, will earn the medical premium reduction April 1, 2025-March 31, 2026.

New hires that are hired after January 1, 2024 and team members who are not enrolled in the MEB medical plan with sufficient time to complete the following requirements by December 31, 2024 only need to complete and submit to HR the Routine Physical Exam Certification Form found on the MEB Benefit website <https://c2mb.aig.com/bryten/> under Wellbeing.

MEB Management Services employees who choose not to participate will not earn the \$30 per month premium reduction beginning April 1, 2025.

### **REQUIRED:**

To earn the \$360 per year (\$30 per month) wellness discount to next year's medical premium contributions, you must complete the Wellness criteria by December 31, 2024. Employees must complete the following:

- **Biometric Screening:** There are three ways to complete your biometric screening:
  1. Request at-home test materials to complete your screening.\*
  2. Patient Service Center (PSC) – located within Labcorp\*
  3. Have your physician complete a Physician Results Form with your recent test results. \*

\*The at home kit request date closes on 12/15/2024 to ensure you may request a kit and have sufficient time to receive and complete the test and return it PSC and Physician Form will be available until 12/31/2024

### **OR**

- **Preventative Wellbeing Check** (ex. Cancer Screenings, Well Visits, Vaccinations, Physicals, etc.)

If you have any questions about the MEB wellness program, please contact [wellness@mebmgmt.com](mailto:wellness@mebmgmt.com).



You are not required to complete the biometric screening or preventive care wellbeing check, however employees who do so in order to meet the wellness program requirement will receive a premium reduction.

If you are unable to participate in any health-related activities, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting Nancy McCartney, VP, Human Resources at [nmccartney@liveweller.com](mailto:nmccartney@liveweller.com). By participating in the program, United Healthcare will provide the names of individuals who completed the program requirements to MEB Management Services.

Through participation in the wellness program, United Healthcare may provide you with information to help you understand your current health and potential risks and may also offer you services through the UHC wellness program, such as classes, etc. 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.

**MEB Management Services** will never disclose any of your personal information either publicly or to your 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 **MEB Management Services** 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.

In addition, all information obtained through the wellness program will be maintained separate from your personnel records 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 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 Nancy McCartney, VP, Human Resources at [nmccartney@liveweller.com](mailto:nmccartney@liveweller.com).