



Healics Privacy Statement

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. Please review carefully.

Healics, Inc. shares your concern in keeping your “Personal Health Information” (PHI) private and secure. We have established policies and procedures that guide the collection, use and security of your PHI. We have developed a Privacy Statement to help you understand our privacy and security standards. This Privacy Statement may be revised at any time. You can find a copy of our most current Privacy Statement on our web site at www.healics.com or by calling us at (800) 432-5427 and requesting a copy. We recommend that you periodically visit our web site to review the most current version of our Privacy Statement as well as other useful wellness tools.

How does Healics, Inc. collect my personal health information?

Healics, Inc. employs and contracts with third parties that draw blood samples and collect PHI from you. Information is collected during personal appointments, at worksite screenings, over the phone, or over the web. Your PHI is processed and stored in Healics, Inc. computer systems. This Privacy Statement covers the storage and handling of your PHI after it has been provided to Healics Inc. for processing.

How does Healics, Inc. secure my personal health information?

Healics Inc. uses established and commercially reasonable hardware, software, and other procedures to secure your PHI. We assess new technology for protecting your PHI on an ongoing basis.

With whom do we share your personal health information?

Healics Inc. does not and will not sell, trade, or rent your personal health information to outside third parties under any circumstance. Healics Inc. does provide your PHI to authorized professionals as needed to provide personal report delivery and wellness coaching.

Does my employer have access to my personal health information?

No. Healics, Inc. does not provide your employer with your personal health information.

Are there any special situations where my personal health information could be disclosed?

The following situations are rare but may occur.

As required by law: We will disclose PHI when required to do so by federal, state or local law.

To avert a threat to health or safety: We may use and disclose PHI when necessary to prevent a threat to your health and safety or the health and safety of the public or another person.

Lawsuits and Disputes: If you are involved in a lawsuit or dispute, we may disclose PHI in response to a court or administrative order. We may also disclose PHI in response to subpoena, discovery request, or other lawful process by another party involved in the dispute, but only if efforts have been made to tell you about the request or to obtain an order protecting the information requested.

Law Enforcement: We may release personal health information if asked to do so by law enforcement:

- In response to a court order, subpoena, warrant, summons or similar process;
- To identify or locate a suspect, fugitive, material witness or missing person;
- About the victim of a crime if, under certain limited circumstances, we are unable to obtain your agreement;
- About a death we may believe may be the result of criminal conduct;
- About criminal conduct at Healics, Inc.;

What are my rights regarding my personal health information?

Right to inspect and copy: You have the right to request a copy of all personal health information Healics Inc. has collected about you. We may charge a fee to cover our costs for providing this information to you.

Right to amend: If you feel the personal health information we have about you is incorrect or incomplete, you may ask to amend the information. All amendment requests must be submitted in writing to Healics, Inc., W140N5084 Lilly Road, Menomonee Falls, WI 53031. Your request must provide a reason for your request and supporting documentation from a certified medical professional. We may charge a fee for verifying the validity of your amendment request with the medical professional providing the information.

Right to an accounting of disclosures: You have the right to request an “accounting of disclosures.” This is a list of the disclosures we made involving your personal health information. All accounting of disclosures requests must be submitted in writing to Healics, Inc., W140N5084 Lilly Road, Menomonee Falls, WI 53031. Your request must state a time period which is no longer than six years and may not include dates before January 1, 2005. Your accounting of disclosures will be produced as a paper document and mailed to you at the address you provide. You may be charged for the cost of producing your accounting of disclosures report. We will notify you of any cost before completing your accounting of disclosures report. You may withdraw your request for any reason.

Right to revoke authorization: You have the right to revoke authorization to disclose your personal health information to wellness coaches, disease management vendors, or counselors. All revocation requests must be submitted in writing to Healics, Inc., W140N5084 Lilly Road, Menomonee Falls, WI 53031. Any revocation requests will not affect action taken by parties in reliance on authorizations prior to the revocation request is received. Healics, Inc. will report the fact, to your employer or to the wellness programs that the information was released to, that we were asked by you not to release any further personal health information.

Right to delete all your Healics, Inc. records: You have the right to request the deletion of all personal health information that Healics Inc. has collected. Record deletion requests must be submitted in writing to Healics, Inc., W140N5084 Lilly Road, Menomonee Falls, WI 53031. Healics, Inc. will delete your information from all Healics, Inc. storage systems and report the fact, to your employer or to the wellness programs that the information was collected for, that we were asked by you to delete your records. New information that arrives after your deletion request will be collected and stored in Healics, Inc. systems. This new personal health information can be deleted if you make subsequent deletion requests.

Complaints and Suggestions

Privacy and security are serious matters and it is important to us that you understand and are comfortable with our privacy standards. Healics Inc. is always looking for ways to improve services and protect your information. You can contact Healics, Inc. by calling (800) 432-5427, email to service@healics.net, or in writing to Healics, Inc., W140N5084 Lilly Road, Menomonee Falls, WI 53031.