

## NOTICE REGARDING THE OHIO STATE UNIVERSITY COVID-19 TESTING PROGRAM

The Ohio State University has established a COVID-19 testing program for faculty and staff.

**What is the program?** The employee COVID-19 testing program is a voluntary wellness program. It is available to employees whose job responsibilities require them to regularly work on campus. The wellness program is administered according to federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease.

**What do I need to do?** If you choose to participate in the program, you will be able to complete periodic tests (generally weekly), at no cost to you, to screen for COVID-19. In addition to this notice, you may be requested to sign a waiver or authorization to disclose your test results in accordance with the terms of this Notice. You will not receive any incentive or incur any penalty for opting into this program or for choosing not to opt in.

**What will happen with the testing information?** The information from your COVID-19 test will be used by the university to assess the level of spread in the campus population, identify cases for quarantine or isolation, identify close contacts at risk of infection, find potential hot spots and prevent further spread on campus and in the broader community.

A limited number of university employees will be able to access your testing information. Some examples include, but are not limited to, the information technology, contact tracing and data analytics teams who work to identify others who may have been exposed. Those individuals may be contacted and encouraged to quarantine and test, but they will not be provided with your personal information. Public health departments will also be notified of positive test results and you may hear from them as well. Your manager, your organization's leadership, and human resources may also receive your test results in order to assist with leave and other administrative tasks related to the university's pandemic response and benefits.

**How is my testing information protected?** The university is committed to keeping your health information safe. Dedicated teams work to protect the security and privacy of your personal information. Testing results are stored in a secured and encrypted system and access to the information is restricted. This information is protected in accordance with the university's Institutional Data Policy and Information Security Policy (<https://ocio.osu.edu/policy/policies/idp>).

The university is required by law to maintain the privacy and security of your health information. All health information obtained through the program will be maintained separate from your personnel records. Health information that is provided in connection with the program may never be used to make decisions regarding your employment. The university cannot retaliate or discriminate against you for failing to participate or based on your results.

Your health information will not be sold or disclosed except to the extent permitted by law or to carry out specific activities related to the program as described above.

**Where can I get my questions or concerns answered?** If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please reach out to the Office of Human Resources at [hrconnections@osu.edu](mailto:hrconnections@osu.edu). You may also report questions or concerns anonymously at [compliance.osu.edu](http://compliance.osu.edu).