



## Michigan *EnhanceFitness* Privacy Notice

*EnhanceFitness* (EF) is an evidence-based, low cost group exercise program. The program helps older adults, of all fitness levels, become more active and energized so they can lead independent lives. Project Enhance (a program of Sound Generations – Seattle, WA) developed the *EnhanceFitness* program. They provide training and support to community-based organizations that offer EF.

Project Enhance collects information to ensure the quality of the program remains high. Michigan EF partners have joined with the Michigan Department of Health and Human Services (MDHHS) to collect and share information with Project Enhance securely and accurately.

When you complete the *EnhanceFitness* program forms, you help the Michigan EF partners and Project Enhance understand who attends the classes and what types of people benefit most. Here are some important things for you to know about how your information is used:

- You do not have to complete the forms. You may leave any question blank. You can still participate in the class and have the instructors test your progress through regular fitness checks even if you do not provide this information.
- *Participant Information Forms* and *Fitness Check Forms* are sent to MDHHS where they are put into a secure, web-based data entry system. Forms are kept in locked cabinets, in a secure building for two years, and then destroyed.
- Your personal information is kept private (as required by law). No personal information is released or printed.
- Information is collected to keep track of how many people are coming to the class and for other similar purposes. It is also used to match information like your gender, ethnicity/race, and health conditions with results from fitness tests.
- Each person is assigned a code number so that no identifying information is used for evaluation. Responses from all people are combined to measure progress for all groups.
- Project Enhance may share that group-level information, without names or other private information, with researchers who help evaluate the program’s success.
- Your *Health History Form* stays in the place where you take your class. It provides your instructor(s) with important information about your fitness, health conditions that may affect your ability to participate in physical activity, and an emergency contact in the event of accident or injury. This information is kept private.

Contact Project Enhance/Sound Generations to learn more about EnhanceFitness and Project Enhance and their efforts to help older adults stay healthy and active.	Contact the MDHHS Arthritis Program for more information about the Michigan <i>EnhanceFitness</i> program.
Phone (206) 448-5725	Phone (517) 335-7992
Web <a href="http://www.projectenhance.org">www.projectenhance.org</a>	Email <a href="mailto:EFMichigan@gmail.com">EFMichigan@gmail.com</a>
Mail Project Enhance/Sound Generations 2208 2 <sup>nd</sup> Avenue, Seattle, WA 98121	Web <a href="http://www.michigan.gov/arthritis">www.michigan.gov/arthritis</a>
	Mail EnhanceFitness Program, WSB 7 <sup>th</sup> Floor P.O. Box 30195, Lansing, MI 48909