

CCO Employee Rights

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Medicaid

Employee Rights

Examples of protected Information

- ▶ Social Security Number
- ▶ Drivers License
- ▶ Address/phone number
- ▶ Banking information
- ▶ Date of Birth
- ▶ Banking information



Employees Rights

- ▶ The right to be trained and oriented to their job responsibilities.
- ▶ Be provided with a list of tasks to be performed.
- ▶ To be provided with a mutually agreeable work schedule and not have their days/hours canceled without notice.
- ▶ To have their timesheet authorized timely.
- ▶ To have their personal information be protected
- ▶ Employee privacy is a critical aspect of any workplace, and it is essential for employers to handle personal information with care and compliance with the law. Employees have a reasonable expectation that their personal and private information will remain confidential and not be disclosed without their consent.



Employees Rights (cont.)

Employees have the right to privacy regarding their Social Security Numbers (SSN). Employers are required to protect SSNs and cannot share them without proper consent or legal authority. Employers must inform employees about the use of their SSNs and obtain consent before sharing them.

Non-compliance with privacy laws can lead to legal penalties and reputational damage for employers. Employees can take action if their SSNs are misused or shared without consent, and they have the right to privacy in their personal information.

Examples

- ▶ You email your employees name, SSN, and other personal information to individuals who have not been approved by the employee.
- ▶ You do not have their employee agreement (or any other paperwork where their information on it) in a secure location where others can not access it.



Health and
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Questions

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