

Information Classification for Worklife

Information Owner: Asst. Director Staff Benefits
Data Steward: Cheryl Gray
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Human Resource Related Information:

Purdue University maintains various types of information pertaining to the human resources.

Information Name	Description	Classifications		
		Public	Sensitive	Restricted
Employee Counseling Program Offerings	An employee assistance offering including services such as career or personal counseling such as <ul style="list-style-type: none"> • <u>Counseling and Referral Services</u> • <u>Substance Abuse Assessments and Referrals</u> • <u>Emergency Interventions</u> • <u>Supervisor Consultations</u> • <u>Customized Education on Behavioral Risk Management</u> • <u>Mental Health Resources</u> 	X		
Employee Counseling Information	The specific information about the counseling of employees.			X
Employee Health Case	The information related to the mental and physical well being of an employee. Such information is usually confidential and not released to other University departments or outside agencies or individuals			X
Wellness/ Worklife Program Offerings	Programs available to Purdue employees to promote health improvement. Examples are <ul style="list-style-type: none"> • <u>COPING WITH STRESS</u> • <u>EATING WELL</u> • <u>FAMILY & RELATIONSHIPS</u> • <u>HEALTHY WEIGHT</u> • <u>MENTAL HEALTH</u> • <u>PHYSICAL ACTIVITY</u> • <u>SCREENINGS & MORE</u> • <u>SMOKE FREE LIVING</u> 	X		

Wellness/ Worklife Program Selections	Specific information about an employees selection of wellness programs.			X
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