

R1 – California Employee, Contractor, and Job Applicant Privacy Notice

Effective: 1/1/2023

Amended: 12/14/2023

R1 RCM (“R1”, “us”, “we”, “our”) provides this California Employee, Contractor, and Job Applicant Privacy Notice (“[Privacy Notice](#)”) to describe how R1 collects, uses, stores, and shares your personal information when you apply for a position with, or perform work for R1.

Definitions

Term	Definition
Personal information	Information that identifies, relates to, describes, is reasonably capable of being associated with, or could reasonably be linked, directly or indirectly, to you or your household.
Sensitive personal information	Your social security number, driver’s license number, state identification card, passport number, account log-in and password, financial account and password, debit or credit card number and access code, precise geolocation information, race, ethnic origin, religious or philosophical beliefs, union membership, the content of your mail, email or texts other than those communications with R1, genetic data, biometric information, health information, and information that concerns your sex life or sexual orientation.
Sell, sale, or sold	Selling, renting, releasing, disclosing, disseminating, making available, transferring, or otherwise communicating orally, in writing, or other means, your personal information to a third party for money or other valuable consideration.
Share or shared	Sharing, renting, releasing, disclosing, disseminating, making available, transferring, or otherwise communicating orally, in writing, or by other means, your personal information to a third party for “cross-context behavioral advertising,” whether or not for money or other valuable consideration.

Notice of Collection

Below is a list of the categories of personal information (including sensitive personal information) we collect about you when you apply for a job with, or perform work for R1. Also included is a description of: (1) why we collect your personal information and how we use it; (2) whether we sell or share your personal information to third parties; (3) whether we otherwise disclose your personal information to third parties; and (4) a description of how long we keep your personal information.

[Personal Identifiers](#)

We collect various pieces of information that may personally identify you, such as your name, address, telephone number, unique personal identifier, online identifier, IP address, account log-in, email address, account name, social security number, employee identification number, driver’s license number, passport number, state identification number, signature, or similar personal identifiers.

Question	Answer
Does this category of include sensitive personal information? If so, do we use your sensitive personal	Yes. We collect your social security number, driver’s license number, state identification card, passport number, financial account, debit card, or credit card in combination with any required security or access code, password, or credentials, which is considered sensitive personal information.

information to derive any characteristics about you?	We do not use your sensitive personal information to derive any characteristics about you or otherwise use your sensitive personal information other than what is permitted under the law.
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
How do we use it?	We use this information to, among other things: (1) provide you with the opportunity to apply for a job or to perform work for R1; (2) administer your compensation and benefits; (3) administer the workforce; (4) perform financial or risk management; (5) provide you with access to our devices, network, and systems; (5) complete background checks; (6) use your information for security and fraud protection purposes; (7) to fulfill our legal, regulatory, administrative, and organizational obligations; (8) conduct internal audits and workplace investigations; (9) maintain insurance policies and coverage, including for workers' compensation insurance; (10) monitor compliance with applicable R1 policies; (11) analyze your work productivity and performance; (12) manage compliance with client contract requirements; (12) perform business transactions, such as mergers, acquisitions, investment rounds, facilitate a bankruptcy proceeding or sale, or other related transactions; and (13) perform other related business purposes.
Who do we disclose this information to, and why?	We may disclose your personal information to a variety of parties, including affiliates of R1, vendors who provide R1 services (e.g., payroll and benefits services, legal services, compensation, administering the workforce, insurance providers, and other related vendors), R1 customers in order to facilitate your access of their systems and to complete a contract, and governmental or regulatory agencies when pursuing or defending against a legal claim or investigation.
Do we sell or share this information?	No.
How long do we keep it?	We keep this information for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Personal Characteristics

This category includes information such as your race, color, national origin, sex, sexual orientation, gender, gender identity, gender expression, religious creed, mental disability, physical disability, medical condition, military / veteran status, marital status, age, genetic characteristics, ancestry, and reproductive health decision making.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive personal information for any purpose	Yes. Sensitive personal information can include information pertaining to your race, ethnicity, religious beliefs, philosophical beliefs, sex, sex life, union membership, and health.

outside of what is permitted under the CCPA?	We do not process your sensitive personal information other than for the purposes permitted under the CCPA.
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
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Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Financial Information

Information such as your bank account number, credit card number, debit card number, or any other financial information along with a required access or security code, password, or credentials that would provide access to the account.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive personal information for any purpose	<p>Yes. Sensitive personal information can include information that reveals your account log-in with password, and financial or payment account with password.</p> <p>We do not process your sensitive personal information other than for the purposes permitted under the CCPA.</p>

other than what is permitted under the CCPA?	
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
How do we use it?	We use this information to, among other things: (1) provide you with the opportunity to apply for a job or to perform work for R1; (2) administer your compensation and benefits; (3) administer the workforce; (4) perform financial or risk management; (5) provide you with access to our devices, network, and systems; (5) complete background checks; (6) use your information for security and fraud protection purposes; (7) to fulfill our legal, regulatory, administrative, and organizational obligations; (8) conduct internal audits and workplace investigations; (9) maintain insurance policies and coverage, including for workers' compensation insurance; (10) monitor compliance with applicable R1 policies; (11) analyze your work productivity and performance; (12) manage compliance with client contract requirements; (12) perform business transactions, such as mergers, acquisitions, investment rounds, facilitate a bankruptcy proceeding or sale, or other related transactions; and (13) perform other related business purposes.
Who do we disclose this information to, and why?	We may disclose your personal information to a variety of parties, including affiliates of R1, vendors who provide R1 services (e.g., payroll and benefits services, legal services, compensation, administering the workforce, insurance providers, and other related vendors), R1 customers in order to facilitate your access of their systems and to complete a contract, and governmental or regulatory agencies when pursuing or defending against a legal claim or investigation.
Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Internet or other Electronic Network Activity

Information such as your network activity information, information concerning your access and use of R1 customer systems and networks, your browsing history, search history, and information regarding your interaction with R1's websites, applications, networks, and other digital assets.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive personal information for any	No.

purpose other than what is permitted under the CCPA?	
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
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Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Biometric Information

Such as fingerprints, handprints, facial recognition data, face scan, hand scan, voice recordings.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive personal information for any	Yes. Sensitive personal information can include your biometric information.

purpose other than what is permitted under the CCPA?	We do not process your sensitive personal information other than for the purposes permitted under the CCPA.
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
How do we use it?	We use this information to, among other things: (1) provide you with the opportunity to apply for a job or to perform work for R1; (2) administer your compensation and benefits; (3) administer the workforce; (4) perform financial or risk management; (5) provide you with access to our devices, network, and systems; (5) complete background checks; (6) use your information for security and fraud protection purposes; (7) to fulfill our legal, regulatory, administrative, and organizational obligations; (8) conduct internal audits and workplace investigations; (9) maintain insurance policies and coverage, including for workers' compensation insurance; (10) monitor compliance with applicable R1 policies; (11) analyze your work productivity and performance; (12) manage compliance with client contract requirements; (12) perform business transactions, such as mergers, acquisitions, investment rounds, facilitate a bankruptcy proceeding or sale, or other related transactions; and (13) perform other related business purposes.
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Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Professional, Education, and Employment Information

Information such as your resume, current or prior job history, performance evaluations, education history, and other information relating to your professional, education, or employment history with R1 or others.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive	Yes. Some employment information may include sensitive personal information.

personal information for any purpose other than what is permitted under the CCPA?	We do not process your sensitive personal information other than for the purposes permitted under the CCPA.
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
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Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Audio, Electronic, Visual, Thermal Information

Including information such as photographs, video recordings, audio recordings, and other recorded messages.

Disclosure	Description
Does this category include sensitive personal information? If so, do we use your sensitive	No, unless you share sensitive personal information in the course of such recordings.

personal information for any purpose other than what is permitted under the CCPA?	
When do we collect this information?	We collect this information when you apply for a job with R1, during the onboarding process as an employee or contractor, and during the time in which you perform work for R1 and its customers.
Who do we collect this information from?	Directly from you when you provide the information to us, automatically when your device connects to our applications, network, or websites, from our third-party service providers (e.g., background check companies, credit agencies, private investigators, attorneys, payroll providers, benefits providers, and other related vendors), from our clients and customers, and from publicly available and governmental sources.
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Who do we disclose this information to, and why?	We may disclose your personal information to a variety of parties, including affiliates of R1, vendors who provide R1 services (e.g., payroll and benefits services, legal services, compensation, administering the workforce, insurance providers, and other related vendors), R1 customers in order to facilitate your access of their systems and to complete a contract, and governmental or regulatory agencies when pursuing or defending against a legal claim or investigation.
Do we "sell" or "share" this information?	No.
How long do we keep it?	We keep this category for so long as is reasonably necessary and proportionate to the original purpose for which we collected the information. We base our criteria in determining appropriate retention periods on regulatory and legal requirements, contractual requirements, business needs, and the expectations of our consumers.

Notice of Disclosure For A Business Purpose

We may disclose your personal information, including those categories listed above, to our service providers, affiliates, subsidiaries, and other relevant third parties for a variety of business purposes, including but not limited to (1) provide you with the opportunity to apply for a job or to perform work for R1; (2) administer your compensation and benefits; (3) administer the workforce; (4) perform financial or risk management; (5) provide you with access to our devices, network, and systems; (5) complete background checks; (6) use your information for security and fraud protection purposes; (7) to fulfill our legal, regulatory, administrative, and organizational obligations; (8) conduct internal audits and workplace investigations; (9) maintain insurance policies and coverage, including for workers' compensation insurance; (10) monitor

compliance with applicable R1 policies; (11) analyze your work productivity and performance; (12) manage compliance with client contract requirements; (12) perform business transactions, such as mergers, acquisitions, investment rounds, facilitate a bankruptcy proceeding or sale, or other related transactions; and (13) perform other related business purposes.

Notice of Sale or Sharing

R1 does not sell or share the personal information of California residents who are job applicants, employees, or contractors of R1. We also do not have any actual knowledge of selling or sharing the personal information of any California resident who is 16 years or under within this context.

Notice of Processing Sensitive Personal Information

R1 does not process the sensitive personal information of job applicants, employees, or contractors outside of the permissible purposes set forth under applicable law.

How Do We Store & Protect Your Information

R1 takes all commercially reasonable steps to ensure the personal information of California job applicants, employees, and contractors are protected in accordance with all applicable laws and regulations, as appropriate to the sensitivity of the information.

Your Choices

We provide you with the ability to exercise certain controls and choices about how we handle your personal information. .

Please note, we may take steps to verify your identity by matching the information you provide with your request with the information we have on file about you. Depending on the sensitivity of the information at issue, we may utilize more stringent verification methods, including but not limited to requiring you to sign a declaration under penalty of perjury.

To submit any of the requests below, or have a request submitted by your representative, please submit your request to Privacy@R1RCM.com. You may also call us toll-free at 1-800-633-9562.

- **Right of Access.** You have a right to ask that we disclose to you the categories and in some cases specific pieces of information we have collected about you in the 12 months preceding the date of your request, or as otherwise required under applicable law, including information about from where we collected this information and how it has been sold, shared, or disclosed.
- **Right to Delete.** You have a right to ask that we delete your information, subject to appropriate legal exceptions such as, but not limited to, if the information is necessary to complete your application, continue your employment, or continue your contract.
- **Right to Correct Information.** You have a right to ask that we correct your personal information, subject to certain exceptions and limitations.
- **Non-Discrimination.** We will not discriminate against you in any way if you exercise your rights under this policy.

Accessibility

If you have a disability, you may access this Privacy Notice and other notices in an alternative format by contacting us at Privacy@R1RCM.com.

Changes

We may change this Privacy Notice from time to time. Any and all changes to this Privacy Notice will be reflected on this page, and where appropriate provided in person or by another electronic method. Material changes to this Privacy Notice will be posted here, and may be provided via e-mail or another method, as appropriate under applicable law. The last updated date will be stated at the top of this Privacy Notice. You should regularly check this page for any changes to this Privacy Notice.

Contact

Privacy@R1RCM.com