

**Privacy Notice For Job Applicant Residents Of California**  
**Date: January 1, 2023**

CorVel Enterprise Comp., Inc., CorVel Enterprise Comp, Inc. of Canada, CorVel Healthcare Corporation, Symbeo, Inc. and CERIS Inc. and all related subsidiaries (“CorVel”, “us,” “we” or “our”) collect and use personal information about you in relation to processing your application for employment at CorVel.

**This Job Applicant Privacy Notice (“Notice”) only applies to applicants who are residents of California.**

Please review this Notice to understand our practices and treatment regarding your personal information. We respect the privacy rights of individuals and are committed to handling personal information responsibly and in accordance with all applicable laws. This Notice is designed to help you understand the categories of information about you that we collect and the purposes for which those categories of information will be used.

You are not required to provide any information to CorVel, but failing to do so may result in our not being able to process your application properly, or at all. If you have any questions, regarding CorVel’s collection or processing of your information, or have any comments or questions about this Notice, please reach out through the mechanisms found in section titled Contact Us.

Please read this Notice carefully. Our Notice includes:

1. **What Personal Information We Collect And Disclose And For What Purposes**
2. **How Long We Retain Your Information**
3. **Security**
4. **U.S. Data Subject Rights**
5. **Changes To This Privacy Notice**
6. **Contact Us**

## 1. WHAT PERSONAL INFORMATION WE COLLECT AND DISCLOSE AND FOR WHAT PURPOSES

During the application process, we will collect and/or process personal information about you. We will also disclose your personal information to third parties for the purposes of facilitating the evaluating and processing your application, as described below. Whenever we permit another entity to access your personal information, we will implement appropriate measures to ensure the information is used in a manner consistent with this Notice and that the security and confidentiality of your information is maintained.

We have not and do not sell your personal information, and we also do not allow the third parties with whom we share your personal information to sell it.

<b>Categories Collected</b>  The personal information we collect may include:	<b>Sources of Collection</b>  We may collect your personal information from:	<b>Business Purpose of Collection</b>  The purposes of collection include:	<b>Categories of Third Parties to Whom Personal Information is Disclosed</b>  We may disclose your personal information:	<b>Business Purpose of Disclosure</b>  The purposes of disclosure include:
<b>Identifier Information:*</b>	<ul style="list-style-type: none"> <li>• you directly</li> <li>• our background check providers</li> <li>• our headhunting or employee search providers</li> <li>• publicly available databases</li> <li>• your former employers or references</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• to communicate with you in regards to your application</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>	<ul style="list-style-type: none"> <li>• to our subsidiaries and affiliates</li> <li>• to our service providers**</li> <li>• to individuals or entities you authorize</li> <li>• our background check providers</li> <li>• as required for legal purposes</li> <li>• to entities that acquire all or part of our business in a corporate transactions</li> <li>• to your former employers or references</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to communicate with you in regards to your application</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>
*For example, we may collect your full name, personal e-mail address, personal phone number, signature, sex, gender, date of birth/age, postal address, location and preferred language.				

\*\*For example, your personal information may be made available to our human resource platform provider, recruiting vendors, background check provider, e-mail and SMS texting platform provider or auditors.

<p><b>Background Check Information:</b><sup>†</sup></p>	<ul style="list-style-type: none"> <li>• you directly</li> <li>• our background check providers</li> <li>• publicly available databases</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>	<ul style="list-style-type: none"> <li>• to our subsidiaries and affiliates</li> <li>• to our service providers<sup>††</sup></li> <li>• to individuals or entities you authorize</li> <li>• as required for legal purposes</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>
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<sup>†</sup>For example, we may collect your educational and employment background, history, arrest records, conviction records, credit information, disciplinary actions and news articles about you.

<sup>††</sup> For example, your personal information may be made available to our human resource platform provider, recruiting vendors, background check provider or our auditors.

<p><b>Professional or Employment-Related Information:</b><sup>†</sup></p>	<ul style="list-style-type: none"> <li>• you directly</li> <li>• our headhunting or employee search providers</li> <li>• our background check providers</li> <li>• publicly available databases</li> <li>• your former employers or references</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate</li> </ul>	<ul style="list-style-type: none"> <li>• to our subsidiaries and affiliates</li> <li>• to our service providers<sup>**</sup></li> <li>• to individuals or entities you authorize</li> <li>• as required for legal purposes</li> <li>• to entities that acquire all or part of our business in a corporate transactions</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate</li> </ul>
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		violations of law or breaches of our own internal policies		violations of law or breaches of our own internal policies
<p>†For example, we may collect your resume, date of employment, employment history, pay or salary, standard hours, bonus, termination details, business unit and location, disciplinary actions, work authorization status, employee accomplishments, assessments, reviews, and disability, military or veteran status.</p> <p>††For example, your personal information may be made available to human resource platform provider, recruiting vendors, background check provider or our auditors.</p>				
<b>Education Information:</b> <sup>**</sup>	<ul style="list-style-type: none"> <li>• you directly</li> <li>• our background check providers</li> <li>• our headhunting or employee search providers</li> <li>• publicly available databases</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>	<ul style="list-style-type: none"> <li>• to our subsidiaries and affiliates</li> <li>• to our service providers<sup>***</sup></li> <li>• to individuals or entities you authorize</li> <li>• as required for legal purposes</li> <li>• to entities that acquire all or part of our business in a corporate transactions</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> <li>• to perform background checks on you</li> <li>• as required by law</li> <li>• to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>
<p><sup>**</sup>For example, we may collect your resume, curriculum vitae, transcripts, educational background, educational records and participation in ongoing education and training courses.</p> <p><sup>***</sup>For example, your personal information may be made available to our human resource platform provider, our employee data hosting vendor, our employee intranet platform provider, our employee background check provider or our auditors.</p>				
<b>Commercial Information:</b> <sup>z</sup>	<ul style="list-style-type: none"> <li>• you directly</li> <li>• our background check providers</li> <li>• publicly available databases</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> </ul>	<ul style="list-style-type: none"> <li>• to our subsidiaries and affiliates</li> <li>• to our service providers<sup>zz</sup></li> <li>• to individuals or entities you authorize</li> <li>• as required for legal purposes</li> </ul>	<ul style="list-style-type: none"> <li>• assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>• perform recruitment related administrative functions</li> </ul>

		<ul style="list-style-type: none"> <li>to perform background checks on you</li> <li>as required by law</li> <li>to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>	<ul style="list-style-type: none"> <li>to entities that acquire all or part of our business in a corporate transactions</li> </ul>	<ul style="list-style-type: none"> <li>to perform background checks on you</li> <li>as required by law</li> <li>to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>
<p><sup>7</sup>For example, we may collect information on products and services that you have purchased.</p> <p><sup>77</sup>For example, your personal information may be made available to our human resource platform provider, our employee data hosting vendor, our employee intranet platform provider, our employee background check provider or our auditors.</p>				
<b>Inferences:</b> <sup>*</sup>	<ul style="list-style-type: none"> <li>you directly</li> <li>our headhunting or employee search providers</li> <li>our interviewer or recruiting professional</li> <li>your former employers or references</li> </ul>	<ul style="list-style-type: none"> <li>assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>perform recruitment related administrative functions</li> </ul>	<ul style="list-style-type: none"> <li>to our subsidiaries and affiliates</li> <li>to our service providers<sup>**</sup></li> <li>to individuals or entities you authorize</li> <li>as required for legal purposes</li> <li>to entities that acquire all or part of our business in a corporate transactions</li> </ul>	<ul style="list-style-type: none"> <li>assess your suitability for employment for the role for which you are applying, as well as future roles that may become available</li> <li>as required by law</li> <li>to defend claims brought against us, to investigate violations of law or breaches of our own internal policies</li> </ul>
<p><sup>*</sup> For example, we may collect your behavioral information, attitude information or abilities and/or preferences.</p> <p><sup>**</sup> For example, your personal information may be made available to our human resource platform provider, recruiting vendors, background check provider or auditors.</p>				
<b>Sensitive Personal Information (identity information)</b> <sup>†</sup>	<ul style="list-style-type: none"> <li>you directly</li> </ul>	<ul style="list-style-type: none"> <li>perform recruitment related administrative functions</li> <li>to perform background checks on you</li> <li>as required by law</li> <li>to defend claims brought against us, to investigate</li> </ul>	<ul style="list-style-type: none"> <li>to our subsidiaries and affiliates</li> <li>to our service providers<sup>#</sup></li> <li>to individuals or entities you authorize</li> <li>as required for legal purposes</li> </ul>	<ul style="list-style-type: none"> <li>perform recruitment related administrative functions</li> <li>to perform background checks on you</li> <li>as required by law</li> <li>to defend claims brought against us, to investigate</li> </ul>

		violations of law or breaches of our own internal policies	<ul style="list-style-type: none"> <li>to entities that acquire all or part of our business in a corporate transactions</li> </ul>	violations of law or breaches of our own internal policies
<p><sup>†</sup> For example, we may collect your Social Security number, driver’s license number, state identification card and number, nationality, place of birth and racial or ethnic origin.</p> <p><sup>#</sup> For example, your personal information may be made available to our human resource platform provider, employee data hosting vendor, employee intranet platform provider, employee background check provider or auditors.</p>				
<b>Internet or Other Electronic Network Activity Information<sup>§</sup></b>	<ul style="list-style-type: none"> <li>our employee search providers</li> </ul>	<ul style="list-style-type: none"> <li>measuring, tracking and analyzing trends in how individuals interact with our job postings</li> </ul>	<ul style="list-style-type: none"> <li>our service providers<sup>§§</sup></li> <li>our affiliates</li> <li>other entities during a corporate transaction</li> <li>courts, litigants, regulators, arbitrators, administrative bodies or law enforcement for legal purposes</li> </ul>	<ul style="list-style-type: none"> <li>measuring, tracking and analyzing trends in how individuals interact with our job postings.</li> <li>as required by law or to resolve, investigate or manage actual or suspected legal claims</li> </ul>
<p><sup>§</sup>The information we collect may include information about how you interact with our job postings through tracking pixels.</p> <p><sup>§§</sup>We may disclose your personal information to our data analytics providers, database hosting vendors and auditors.</p>				

Note that if you visit our public facing websites, we may collect personal information from you in the form of cookies or you IP address. This information is not collected in the context of you as a job applicant and is not covered by this Notice. For information regarding how we collect, process and disclose personal information in the context of cookies, view our Cookies Policy section of CorVel’s Privacy Policy.

## 2. HOW LONG WE RETAIN YOUR INFORMATION

Your personal information will be kept as long as needed to carry out the purposes described in this Notice or as otherwise required by applicable law. This means your personal information may be retained after the application process is complete even if you do not become an employee of CorVel.

## 3. SECURITY

We will store your information for the period required to serve the legitimate purpose for which it was collected or as required by law. We take a range of reasonable measures to protect your personal information and to store it in a secure environment, whether that is in paper or electronic form. We also take reasonable steps to protect any personal information from misuse, loss and/or unauthorized access, modification, or disclosure. If you have additional questions regarding security, please contact us directly using the information provided under Contact Us.

## 4. YOUR DATA RIGHTS

The California Consumer Privacy Act (“CCPA”) provides the residents of California with the right to request the data rights as described in this section. For more information, or if you have questions, you can contact us using the information provided under Contact Us.

Once we receive your request to exercise a right, we will confirm receipt and begin to evaluate, and if appropriate, process the request. We may require that you provide additional information to confirm your identity, including providing us with at least two or more pieces of personal information to match against personal information that we currently maintain about you. We reserve the right to reject your request if we are unable to verify your identity to a sufficiently high level of certainty. The information you provide to verify your identity will only be used for verification purposes, and a record of your request, including certain information contained within it, will be maintained by CorVel for our files.

If we reject a request for any reason, we will inform you of the basis of the rejection.

**Right to Know: California residents have the right to know what personal information CorVel has collected about them, including the categories of personal information, the categories of sources from which the personal information is collected in the past 12 months, the business or commercial purpose for collecting, selling, or sharing personal information, the categories of third parties to whom CorVel discloses personal information, and the specific pieces of personal information CorVel has collected about them.**

The categories of personal information, the categories of sources from which the personal information is collected, the business or commercial purpose for which we collect personal information and the categories of third parties to whom we disclose personal information are found in this Notice under the section titled: What Information We Collect And Disclose And For What Purposes.

California residents have a right to know if we are “selling” or “sharing” their personal information, what categories of personal information are “sold” or “shared,” and to whom. We do not “sell” or “share” the personal information of California residents, including of those under the age of sixteen, as those terms are defined by California law:

- “Sell,” “selling,” “sale,” or “sold,” means selling, renting, releasing, disclosing, disseminating, making available, transferring, or otherwise communicating orally, in writing, or by electronic or

other means, a consumer's personal information by the business a third party for monetary or other valuable consideration.

- "Share," "shared," or "sharing," means sharing, renting, releasing, disclosing, disseminating, making available, transferring, or otherwise communicating orally, in writing, or by electronic or other means, a consumer's personal information by the business to a third party for cross-context behavioral advertising, whether or not for monetary or other valuable consideration, including transactions between a business and a third party for cross-context behavioral advertising for the benefit of a business in which no money is exchanged.

If you are a California resident and would like to request to know the specific pieces of personal information that CorVel collected, used and disclosed about you in the past 12 months, please contact us using the information provided under Contact Us. You may further request to know the specific pieces of personal information collected by CorVel beyond 12 months into the past, but note that this additional time frame only applies to personal information collected by CorVel after January 1, 2022, and CorVel may have deleted your personal information in accordance with our data retention policy.

To verify any request to know specific pieces of personal information, you may be required to provide identity verification information. Failure to do so could result in CorVel's inability to comply with your request.

**Right to Delete: California residents have the right to request the deletion of their personal information maintained by CorVel.**

California residents have the right to request that CorVel delete the personal information that we maintain about them. We will make every effort to comply with California residents' requests to delete their personal information, however, certain employment laws or other legal requirements might prevent some personal information from being deleted. If you are a California resident and would like to request the deletion of your personal information, please contact us using the information provided under Contact Us. To verify any request to delete personal information, you may be required to provide identity verification information. Failure to do so could result in CorVel's inability to comply with your request.

**Right to Correct: California residents have the right to request that a business correct inaccurate personal information about them.**

California residents have the right to request that CorVel correct inaccurate personal information maintained by CorVel about them. If you are a California resident and would like to request the correction of your inaccurate personal information, please contact us using the information provided under Contact Us. To verify any request to correct, you may be required to provide identity verification information. Failure to do so could result in CorVel's inability to comply with your request.

You may be required to provide documentation to support your assertion that your personal information as maintained by CorVel is incorrect. If you fail to provide this documentation, your request may be rejected. We reserve the right to delete your inaccurate personal information instead of correcting it, if permitted by the CCPA.

**Right to Non-Discrimination: California residents have the right to not be discriminated against due to the exercise of their privacy rights under the CCPA.**



California residents have the right to be free from discriminatory treatment by CorVel for the exercise of their privacy rights.

**Right to Opt-Out: California residents have the right to opt-out of the “sale” or “sharing” of their personal information.**

California residents can request that a business stop “selling” or “sharing” their personal information. As stated above, we do not “sell” or “share” your personal information. Therefore, we do not offer a way to opt-out of “sale” or “share” of personal information and neither do we look for or process any online browser preference or opt-out signals that purport to opt-out of the “selling” or “sharing” of personal information.

**Right to Limit Use and Disclosure of Sensitive Personal Information: California residents have the right to direct a business to limit its use and disclosure of their “sensitive” personal information.**

California residents can request that a business limit its use or disclosure of their “sensitive” personal information to that use or disclosure which is necessary to perform the services or provide the goods reasonably expected by an average consumer, or to those uses or disclosures otherwise authorized by California law in CCPA regulation § 7027(m).

However, we do not use or disclose your “sensitive” personal information for any purpose other than for the specific purposes described under the CCPA regulation § 7027(m) and always in a manner reasonably necessary and proportionate for these permitted purposes. For information on how we use or disclose your “sensitive” personal information, please see the applicable disclosures in the section titled: What Information We Collect From You And For What Purposes.

**Right to Make Requests Through an Authorized Agent: California residents can designate an authorized agent to make a request under the CCPA on their behalf.**

California residents can designate an authorized agent to make requests under the CCPA on their behalf relating to the residents’ personal information. Only you as a California resident, or a person you have designated in writing as your authorized agent, may make a consumer request related to your personal information.

If you wish to have an authorized agent make a verifiable consumer request on your behalf, they will need to provide us with sufficient written proof that you have designated them as your authorized agent, such as a power of attorney pursuant to California Probate Code sections 4000 to 4465. We will still require you to provide sufficient information to allow us to reasonably verify that you are the person about whom we have collected personal information.

We can deny any request made by a purported authorized agent who does not submit proof that they has been authorized by the California resident to act on the California resident’s behalf. For more information on submitting a request on behalf of a California resident as an authorized agent, you can contact us using the information provided under Contact Us.

## **5. CHANGES TO THIS PRIVACY NOTICE**

This Notice may be updated periodically to reflect any necessary changes in our privacy practices. You will be able to see when we last updated this Notice because we will include a revision date at the top. The latest version of this Notice is available on [CorVel's website](#).

## 6. CONTACT US

To submit questions or to inquire about or submit a request relating to data rights, you can contact us by:

- **Filling-out** the [Request Form](#) (available on CorVel website) and send it in an e-mail to [PrivacyInquiry@CorVel.com](mailto:PrivacyInquiry@CorVel.com)
- **Calling** us at 833-923-0399
- **E-mailing** us directly at [Employee\\_Data\\_Access\\_Request@corvel.com](mailto:Employee_Data_Access_Request@corvel.com)

Attention: Employee & Applicant Data Privacy Requests  
CorVel Corporation  
111 SW Fifth Ave., Suite 200  
Portland, OR 97204