



🍀 *Happy St. Patrick's Day!* 🍀

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## Independent Contractor Policy Has Been Updated

Do you engage outside individuals to perform services for the University? If so, it is important that you follow the procedures outlined in the **updated** [Independent Contractor Policy](#) to ensure that all engagements are reviewed and approved by Human Resources **before** engaging the individual.

The policy has been updated to comply with Massachusetts and federal laws governing the classification of individuals as either employees or independent contractors. The consequences of misclassifying workers may cause the University to fail to meet its legal obligations and give rise to significant liability, including taxes and related penalties, criminal sanctions, and civil liability.

While it may seem clear to you that an individual should be classified as an independent contractor, there are specific requirements that must be met and documented, and Massachusetts laws are even more stringent than the IRS guidelines. Under Massachusetts law, the following three-part test must be satisfied:

1. The worker must be free from the University's control and direction in connection with the performance of the service, both under a contract and in fact;
2. The service performed by the worker must be outside the usual course of the University's business; and
3. The worker must be customarily engaged in an independently established trade, occupation, profession, or business of the same type as the service being performed.

The full policy, related forms, and a training deck on this topic are [available here](#).

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## HPHC Offers New Behavioral Health Platform

Harvard Pilgrim Health Care is now offering **Talkspace**, a secure digital messaging service that offers same-day therapy with licensed behavioral health providers. Talkspace offers Harvard Pilgrim members a convenient way of accessing outpatient therapy, five days a week. It also gives them greater flexibility in how they choose to receive care and take steps toward improving their overall health.

Talkspace offers thousands of licensed therapists who can provide support for mild-to-moderate anxiety, depression, and other conditions. No appointments are necessary, and members are matched with providers within minutes of completing an assessment. The platform provides regular communication via secure, HIPAA-compliant messaging and live video capabilities.

Visit [www.talkspace.com/connect](http://www.talkspace.com/connect) to learn more and register. Click [here](#) for more information on Harvard Pilgrim's behavioral health resources.

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## Caregiving Focus Group Survey Reminder

On behalf of the university-wide Task Force on Caregivers to Dependents, thank you to everyone who has expressed interest in participating in a focus group on the experiences of caregivers. We will be in touch with you soon to schedule the focus groups.

If **you are a caregiver to adults or children with disabilities**, and would like to participate in a focus group (or learn more), please fill out this [short information form](#) by **Friday, March 19**.

Filling out this interest form is non-binding and does not commit you to participation. It allows Clark community members to self-identify and opt-in for possible participation, and gives the Task Force the flexibility to organize the focus groups around time constraints and other important factors that may help or hinder participation.

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## Reminder: Nominate Clark ‘Womxn of Inspiration’

Clark Women in Business and Student Council at the School of Management have collaborated with Human Resources to launch the “Womxn of Inspiration” appreciation award.

All members of the Clark community are encouraged to submit their gratitude notes, anonymous or otherwise, via [this Qualtrics survey](#). You can nominate three womxn in the Clark community, in the following categories:

- Management/Staff: Nominate two individuals
- Faculty: Nominate one individual

Please submit your nominations **by Sunday, March 21**.

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## Join edHealth for a ‘Lunch and Learn’ on Nutrition

Find practical advice for making better diet choices at edHEALTH’s “How to Eat Well” Lunch and Learn program. There’s no cost, and you don’t need to preregister to attend.

At this session, Senior Onsite Health Coach Lilly Malardie, MPH, of UPMC Health Plan, will provide an overview of how to eat well. She will also give you practical advice about:

- The roles that key nutrients play in our bodies
- How to identify nutrient sources
- Practical steps to build a healthier diet
- How to use the MyPlate model to explore food groups and portion sizes.

The “Eating Well” Lunch and Learn is 11:30 a.m. to 12:30 p.m. on **Wednesday, March 24**. Take the time for yourself and your own well-being. [Click here](#) to join the webinar; the session password is Wellness123.

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## Review Your Personal Information on File

Tax preparation time is a good opportunity to review your personal information on file with Human Resources, particularly your home address. You can easily check this by [viewing your pay stub on CU Web](#); if any changes are necessary, [email Human Resources](#).

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## Personalize Your Fidelity Web Experience

If you’re enrolled in a Fidelity retirement account, you can easily access your account balance, make changes, and take advantage of learning tools by logging on to Fidelity’s [NetBenefits platform](#). Recent Learning Hub enhancements give you more control over the content you see, and financial wellness pages have been redesigned to improve readability and accessibility. You also can [download the NetBenefits](#) app.

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## Psychology Dept. Seeks Parent/Child Volunteers

The Psychology Department’s clinical training program seeks parents and children, ages 3 to 16, for virtual/remote activities to be completed between March and May this year. Doctoral students are learning to interview children as part of required coursework. All volunteers will receive a \$25 gift card as a token of appreciation for their participation. If you are interested

or would like additional information, please contact the course teaching assistant, [Néstor Noyola](#).

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## News from Staff Assembly

### Anonymous Feedback Form

The [Staff Assembly Feedback Form](#) is available to all staff who wish to share concerns, ideas, and suggestions. You may submit this form anonymously.

### Join a Staff Assembly Subcommittee

The Staff Assembly Steering Committee invites staff to join our [subcommittees](#), which focus on areas including diversity, equity, and inclusion; communications; new staff orientation and staff recognition; and programming and events. [Click here](#) to sign up for a subcommittee.

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## Resources and Opportunities

- Find previous employee newsletters [here](#).
- View Clark's COVID-19 Testing Center hours and book appointments [here](#).
- The Employee Assistance Program provides confidential, free assessments and referral services for legal and financial needs, child care, crisis support, mental health treatment, lifestyle coaching, substance abuse treatment, and more. Visit [New Directions Behavioral Health](#); our company code is "Clark University."
- The University's ombudsperson, Israela Brill-Cass, is an informal, confidential, neutral, and independent resource for staff and faculty who want to discuss any topic without fear of retaliation or judgment. [Click here](#) to learn more and make an appointment.
- LinkedIn Learning offers a vast catalog of courses covering technical and professional skills, as well as personal development. [Learn more here](#).
- Visit [ClarkNow](#) for the latest news from campus, and check out where Clark faculty and staff experts appear [in the media](#).
- Learn about employment opportunities Clark by visiting the [Job Opportunities](#) page on the [Office of Human Resources](#) website.



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