

MD SIGN-OFF FORM

City of Green Bay

Physical Exam Requirements for Employee Wellness Program

2020

- Completion of routine physical exam are required if employee/spouse have reached age 40 by January 1, 2020.
- If under age 40 on January 1, 2020 it is not necessary to complete the physical exam requirements.

AGE AND GENDER REQUIREMENTS (per medical provider discretion)	
Females Age 40 and Older <ul style="list-style-type: none"> • Routine physical each year • Pelvic/pap smear each year • Mammogram every other year 	Males Age 40 and Older <ul style="list-style-type: none"> • Routine physical each year • PSA, optional each year

- Employee and spouse must submit the completed MD Sign-Off form to indicate completion of the physical exam requirements by **September 25, 2020**.
- HRA information and forms for *Health | 1265* will be tracked through your *myInertia* account. Make sure to upload data to your *myInertia* account to insure credit toward reduced premium and PBA dollars. Police Officers and Fire Fighters can scan and e-mail completed forms to HR at HumanResources@greenbaywi.gov.

Note to Medical Provider	
<i>Services rendered are at the discretion of the Medical Provider and subject to the City's Health Plan</i>	
This form is being completed for: _____ Employee OR _____ Spouse	
Employee Name (<i>print</i>) (Provide employee's name on all forms)	
Spouse Name, if applicable (<i>print</i>)	
Date of Physical	
Medical Provider Name (<i>print</i>)	
Signature of Medical Provider (I certify the above individual has completed these requirements)	
Date Signed	
Medical Provider Office Number	

Input signed form into your myInertia account or if you don't have an account scan and send to HumanResources@greenbaywi.gov, but **no later than September 25, 2020**.

Deadline to complete HRA and requirements is September 25, 2020