

South Central Indiana School Trust

2023-24 Wellness Incentive: Annual Physical Exam

Guidelines

1. Employees and spouses enrolled in the SCIST group health plan are eligible for the 2023-2024 Wellness Incentive.
2. For employees and spouses that complete an Annual Physical Exam for 2023-2024 plan year, he/she will receive a \$150 incentive payment from the school corporation based on the schedule below:
3. Employee must be actively employed at the time of distribution for employee and spouse to be eligible for incentive.

<u>Annual Physicals Date of Service</u>	<u>Submitted to Benefits Dept. By</u>	<u>Paid By</u>
11/1/23 – 4/30/24	5/10/24	5/31/24
5/01/24 – 10/31/24	11/10/24	11/30/24

4. As required by law, taxes will be withheld from the incentive payment.
5. Employees and spouses can earn the 2023-2024 Wellness Incentive between November 1, 2023 – October 31, 2024.
6. For employees and spouses completing their Annual Physical Exam, they must have this form signed by a medical doctor. Employees must submit completed forms to their Human Resources Department at:

Kim Applegate, kim.applegate@msdmartinsville.org F 765-341-2074, P 765-342-6641, x1002

Employee/Spouse Information

Employee/Spouse Name	Date
<input type="text"/>	<input type="text"/>

Email Address	Phone Number
<input type="text"/>	<input type="text"/>

Annual Physical Exam Information

Physician Name	Telephone Number
<input type="text"/>	<input type="text"/>

Physician Group (if applicable)	Date of Exam
<input type="text"/>	<input type="text"/>

Signature of Primary Care Physician

Date

Benefits Department Use Only:

Received by and date: