

MD SIGN-OFF FORM
City of Green Bay
Physical Exam Requirements for Employee Well-being Program
2022

- Completion of routine physical exam are required if employee/spouse have reached age 40 by January 1, 2022.
- If under age 40 on January 1, 2022, it is not necessary to complete the physical exam requirements.

AGE AND GENDER RECOMMENDATIONS (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 **October 31st, 2022**.
- HA information and forms for *Health* | **1265** will be tracked through your *Motion Connected* account. Make sure to upload forms to your *Motion Connected* account to insure credit toward reduced premium and PBA/HSA dollars. Police Officers and Fire Fighters can scan and e-mail completed forms to HR at HumanResources@greenbaywi.gov.

Note to Medical Provider
Services rendered are at the discretion of the Medical Provider and subject to the City's Health Plan

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

Upload signed MD Alert form into your Motion Connected account or if you don't have an account scan and send to HumanResources@greenbaywi.gov, no later than **October 31st, 2022**.

Deadline to complete MD Alert Sign Off form for *Health* | 1265 points and PBA/HSA dollars (if applicable) is October 31st, 2022.