



# SOUTHWEST LOCAL SCHOOL DISTRICT

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## Annual Physical Form

All Southwest Local School District employees and their spouses (if applicable) are required to have an annual physical.

Preventative care is less costly than treating illnesses often prevented by routine examinations. Screenings performed by an in-network physician are covered in full by our health plan as long as they are for preventative services.

Employees and spouses (if applicable) enrolled in the Southwest health plan need to:

- Complete your routine physical between January 1, 2024 and December 31, 2024.
- Have your physician complete and sign the for confirming you received your preventative care physical.
- Upload the form to the Employee Records System (from Abre, click Employee Records, then click Available Forms) by the first Friday in January. Contact the Treasurer’s Office for questions regarding this process.

**Employees or spouses who fail to have an annual physical between January 1, 2024 and December 31, 2024 will pay a premium increase beginning on the first paycheck in February 2025. Premium increases will be as follows: 5% per month for all plans.**

\*\*\*\*Have your physician complete the information below\*\*\*\*

This is to certify that \_\_\_\_\_ had a routine physical  
Print First and Last Name of Patient

examination on \_\_\_\_\_ with \_\_\_\_\_  
Enter Date of Service Print Name of Health Care Provider

\_\_\_\_\_  
Signature of Health Care Provider

\_\_\_\_\_  
Type of Practice

\_\_\_\_\_  
Health Care Provider Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Mission:** “Academic and Social growth for all students, EVERY DAY!  
**Motto:** “Excellence through Relationships!”  
**Core Values:** Trust, Respect, Ownership, and Leadership