



# Host a Health Screening Event at Your Work-Site

Follow the Instructions Below to Request a Health Screening Event at Your Work-Site

1

**Provide the desired date(s) to host health screening.**

**NOTE:** please provide date(s) at least 2-3 weeks from requested date. This will ensure we can staff the event; supplies are available and arrive in timely manner.

2

**Provide the address where screening will take place and address where supplies should be sent.**

3

**Desired time frame for health screening** (typically, events run from between 6-7 AM to 11am-12pm)

4

**Provide the estimated number of ELIGIBLE employees and spouses that will be participating.** Eligible means employees and spouses on the medical plan.

5

**List who will be the site contact for this event.** Site contact will be the direct contact and assist the examiner and participants before, during and after the event. Provide their name and contact information.

6

**Email the information to your Wellness Coordinator, Lexi Judkins, at [lexi.judkins@kapnick.com](mailto:lexi.judkins@kapnick.com)**

## Aug 31, 2024

DEADLINE TO REQUEST  
EVENT AT YOUR WORK-SITE

