

## ~~MODEL PERSONNEL POLICY~~

### WELLNESS PILOT PROGRAM

~~**Disclaimer.** This model personnel language has been provide for discussion purposes only and is not intended to be relied upon by any party as legal advice.~~

#### ~~Personnel Policy for Wellness Programs and Tools to Complete Programs~~

The ~~[Name of Employer]~~ (“Employer”) Bemidji Area Schools (“District”) desires to offer tools to assist employees who voluntarily choose to participate in wellness programs (“Wellness Programs”) pursuant to a pilot program (the “Pilot Program”) that is made available through Northwest Service Cooperative Wellness Institute (“Wellness Institute”). The Pilot Program is intended to be temporary and will sunset on the date set forth below.

**Section 1. Pilot Program.** During the term of the Pilot Program, employees will be provided with tools necessary to complete Wellness Programs made available through the Wellness Institute. Participation in the Pilot Program by employees is completely voluntary.

**Section 2. Eligibility.** Tools given out under the Pilot Program are ~~payable~~ available to employees who are enrolled in ~~Employer~~District-sponsored group health plans made available through Northwest Service Cooperative. The Pilot Program shall terminate with respect to any class of employees that ceases to participate in group health plan coverage made available through Northwest Service Cooperative.

**Section 3. Program and Tools.** The Wellness Program and tools to complete the Program made available through Northwest Service Cooperative may vary in design and amount during each year the Pilot Program is in effect. Programs and tools will be described in materials provided by the Wellness Institute and distributed to employees.

**Section 4. Confidential Information.** Individual information that employees provide on the health risk assessment(s) or through biometric screening(s) will not be shared with the ~~Employer~~ District or the Wellness Institute. The ~~Employer~~ District will receive information on who participated in wellness programs along with the tools to which they are entitled to assist in completing the programs.

**Section 5. Temporary Program; Sunset Provisions.** The Pilot Program may be amended or terminated at the discretion of ~~Employer~~ District at any time, but tools earned before the Pilot Program is terminated will be payable as described herein to participants enrolled in employer-sponsored group health plan coverage through Northwest Service Cooperative. The Pilot Program will automatically terminate on December 31, 2017 unless renewed by the ~~Employer~~ District. ~~Employer~~ The District is not required to bargain for renewal or extension of the Pilot Program.