

October 2025



CLEVELAND  
METROPOLITAN  
SCHOOL DISTRICT



## Did You Know...

**It's That Time of Year Again, CTU Members! If you want to earn wellness incentive credit, you have until 10/31/25 to get your forms submitted!**

To receive your discounted wellness incentive for 2026, bring your Physician Certification and Health Risk Assessment Forms to your doctors' office when you go for your annual physical.

### QUICK REMINDERS:

- Physical must have been received between 11/1/24 – 10/31/25. If you submit an old form, it will not be accepted.
- Form must be signed and dated by the physician.
- CMSD Employees and Spouses are required to submit their forms separately, via their respective accounts, through the PeopleOne Portal.
- *Employees, please use your CMSD email address.*
- Forms are to be submitted to PeopleOne by October 31, 2025.

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For more information on eligibility, how to submit your form or how to create an account, visit <https://mycmsdbenefits.com> or scan the QR code for more information!



### How to submit your physician certification form:

- Login to your PeopleOne Health portal
- Click 'Programs' on the navigation menu
- Scroll to 'Physician Certification and Health Risk Assessment' program step and click to dropdown
- Click blue bar 'Physician Certification and Health Risk Assessment', download and print form
- Download 'CMSD Physician Certification Form' and Print
- Download 'CMSD Health Risk Assessment Form' and Print
- Provide both forms to your physician for signature and upon form completions, click 'Choose' and locate your complete form, click 'Add File'
- This step will be marked with a gold checkmark upon completion

### Congratulations, you're all set!

Please note: *You are encouraged to keep forms for your records.*



To learn more about your benefits, visit [www.mycmsdbenefits.com](https://www.mycmsdbenefits.com)