**Leadership Email Template**

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Description automatically generatedThe email template on the following page can be sent by executive leadership or site leadership to show support for onsite biometric screening event(s) and to help increase scheduled appointments. **Subject:** Join our wellbeing movement. Sign up for a biometric health screening.

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I am happy to announce that we will be [insert applicable phrase].

hosting biometric health screening events at many of our locations in the coming weeks.

hosting a biometric health screening event at [site] on [date].

Our wellbeing program is uniquely designed to fit the needs and goals of our entire population and organization. I believe that we will all benefit immensely from putting a strong focus on our overall wellbeing. One of the most important ways we can do that is for each of us to Know Our Numbers by getting a biometric health screening.

**What is a biometric health screening?**

A biometric health screening is a short health evaluation that helps to identify areas where we are healthy, and more importantly, areas where we might be at risk for certain diseases and medical conditions. With early detection, these illnesses and health conditions may be prevented or treated before they become a problem.

Biometric screenings are confidential.[Company name] does not receive individual results. Virgin Pulse will provide us an aggregate summary so we can better understand the overall risks and strengths of our workforce. Most importantly, the benefits of knowing your numbers gives you, our employees, critical information to make informed health decisions.

**How to schedule**

[Online Scheduler]

Please sign in to your Virgin Pulse account and [navigation goes here] to schedule your biometric screening appointment. Dates, times and locations are available online.

[Paper Scheduler]

HR will be reaching out to schedule all screenings. Look for more information [insert details here].

If you have any questions or concerns, please contact [your manager/supervisor/HR].

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Description automatically generatedI look forward to knowing my numbers. I hope to see you all at our biometric screening event.

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