

Johnson County Employee Fitness Center Use Policy

The Johnson County Wellness Committee shall maintain a procedure to control the use of the Employee Fitness Center.

1. The Fitness Center (herein called "Center") shall be open to all Johnson County full time and benefits-eligible part time employees who register for its use and comply with the established policy. This policy can be amended and changes enforced.
2. The Center shall be open from 6:00 a.m. to 10:00 p.m. Monday through Friday, except during holidays or other days when the Administration Building is not open.
3. The use of the Center is on a voluntary basis. Use of the Center during an employee's normal work hours shall not be permitted unless you are classified as exempt and have supervisor approval. For non-exempt employees, this provision shall not apply to unpaid lunch periods or other unpaid work breaks.
4. Prior to using the Center the following is required of the employee:
 - a) Receive a free health screening (or use lab results from a physical examination within the last six months) and take the on-line Health Risk Appraisal (HRA) through the Blue Cross Blue Shield of Kansas City (BCBSKC) web-site.
 - b) Waiver and Release of Liability Form – Employees shall complete and sign the Fitness Center waiver and release of liability form acknowledging their assumption of all risks of injury or liability and waive and release any rights of recovery. The signed form shall be sent to the Office of Financial Management.
 - c) Employees using the Center agree to attend an orientation explaining use of the Center and operation of the fitness equipment before being granted permission to use the Center. Employees will call 715-0704 to schedule this orientation.
5. It shall be the responsibility of the employee to follow directions of their personal physician to participate in a workout or fitness program.
6. The maintenance and appearance of the Center is the responsibility of individuals using the Center. Employees using the Center are required to wipe down or otherwise clean up equipment after each use. Cleaning supplies will be provided.
7. Individuals using the Center and completion of the use criteria (see #4 above) shall be given an Access Card. The cardholder is responsible for the Card and its use. Any culpability by allowing use of your Card to access the Center by an unauthorized individual will result in revocation of the Access Card.
8. Horseplay or misuse of the equipment will not be permitted. Employees engaging in such behavior will relinquish their right to use the Center.
9. Employees shall use the emergency phone provided to only call in case of any injury or security issue.
10. Employees shall promptly report any equipment malfunction or damage first to Facilities but if no one is available to OFM-Benefits as a back up source.
11. No unattended dependents will be allowed access to the building while the employee is using the Fitness Center. There are no dependent/child care services.
12. Employees shall promptly report any injuries sustained while utilizing the Center to OFM-Benefits.