

# Prevea Health & Wellness Policy: Inclement Weather

The purpose of this document is to establish an inclement weather policy for Prevea Health Coaches during events such as Health Risk Assessments, Group Fitness Classes and Health Coaching.

Prevea Health is committed to the safety and security of its staff and clients. As such, the decision to cancel screenings, classes or coaching sessions is based on the overall concern for the safety and security of the staff and clients involved. **During the months of November through March**, in the event of predicted inclement weather situations, Prevea will reserve the right to **cancel** any screenings, classes or coaching sessions **by 3pm the day prior to the event**.

Brittany Ingledew, Prevea Health Coach Supervisor will notify the client contact of the determined cancellation. If the client is using Prevea's online booking system, Veribook, Prevea will send an email to all participants signed up for the event, notifying them of the cancellation. If the Prevea online booking system is not being used, it will be the responsibility of the client to notify all participants signed up of the cancellation.

In event of unpredicted weather, Prevea may also cancel screenings the morning of. Most often, we will work together to cancel during the workday prior to screenings but sometimes, unpredicted road conditions impact early morning travel.

Prevea will work with the client contact to establish a make-up date for the screenings and ensure that there are ample available appointments to accommodate those whose event was canceled.

Thank you for your understanding and efforts to ensure the safety of the Prevea team and Prevea's clients.

