

SAMARITAN HEALTH SERVICES – REQUEST FOR REIMBURSEMENT FORM

SCP WELLNESS PLUS \$100 BENEFIT

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The Samaritan Choice Plans Wellness Plus \$100 Benefit is restricted to SHS employees and COBRA members enrolled in the Samaritan Choice Wellness Plan only. **This amount cannot be combined with the SHS \$300 Employee Wellness Benefit.**

STEPS TO RECEIVE REIMBURSEMENT

Once per calendar year, SHS employees and COBRA members who have selected the Wellness Plan will be able to submit a request for reimbursement up to \$100 for the approved Wellness PLUS activities.

1. Take advantage of any of the approved wellness options listed below, and save all receipts up to \$100 in value between Jan. 1ST, 2012 and Dec. 1ST, 2012.
2. Fill out **Side 1** of this Request for Reimbursement Form, and send it (along with all necessary receipts or processed & canceled checks) to GSRMC Employee Wellness.

**GSRMC Employee Wellness
3600 NW Samaritan Drive
Corvallis, OR 97330**

3. If approved, a credit will appear on your paycheck within two pay periods, providing reimbursement up to \$100 annually*

**The Wellness PLUS benefit is a taxable benefit and this amount will be reflected on your paystub.*

APPROVED OPTIONS: SCP WELLNESS PLUS \$100 BENEFIT

Reimbursements for purchases and services are restricted to one of the five approved categories listed below. All requests for reimbursements will be reviewed by the SHS Employee Wellness Department before a reimbursement is provided.

1. Massage therapy provided by a licensed and/or certified massage therapist
2. Personal training and health coaching provided by a certified personal trainer or certified health & wellness coach
3. Individual race entry fees for organized fun runs, walks, 10Ks, marathons, triathlons, etc.
4. Official, organized sport league entry fees
5. Services and purchases at both Samaritan Heartspring Wellness Center locations (excluding medical services and co-payments)

RULES & GUIDELINES

Approval or denial of reimbursement is in the sole discretion of the SHS Employee Wellness Department.

This benefit EXCLUDES the following:

- SHS Employee Wellness Gym Benefit
- SHS Employee Wellness SNAP Fitness Benefit
- SHS Employee Wellness SamFit Benefit
- SHS Employee Wellness Classes & Passes option(s)
- SHS Employee Wellness Weight Watchers purchases
- Team or group reimbursements for events, races, sport leagues, etc.
- Reimbursements for purchases without an official receipt (or processed & canceled check)
- Reimbursements for purchased services outside of one of the five approved categories listed above

QUESTIONS ABOUT THE SCP WELLNESS PLUS \$100 BENEFIT?

For details on the SCP Wellness Plus \$100 Benefit, please visit the SHS Insider – Employee Wellness page, email EmployeeWellness@samhealth.org, or call Employee Wellness at (541) 768-6778.

Documents may be faxed to (541) 768-5424.