



HO-CHUNK NATION DEPARTMENT OF HEALTH



HW - 9

HO-CHUNK NATION DEPARTMENT OF HEALTH
Health and Wellness Program

ORIGINAL: 060818
P&P APPROVAL:
A.B. APPROVAL:

FITNESS MEMBERSHIP REIMBURSEMENT PROGRAM

POLICY:

It is the policy of the Health and Wellness Team to offer a 6 month reimbursement program for fitness memberships to Ho-Chunk enrolled Tribal members to encourage increasing physical activity.

PROCEDURE:

ENROLLMENT

1. Applying applicant must be an enrolled member with the Ho-Chunk Nation.
2. Complete Ho-Chunk Nation Fitness Membership reimbursement application. Applications can be found on the Ho-Chunk Nation website, requested through the Health and Wellness staff by e-mail, telephone or in person. Applications and co-pays can be returned to a Health and Wellness staff member at W9850 Airport Rd. Black River Falls, WI 54615.
3. Reimbursements will be paid out for 6 consecutive month memberships at a time. The participant is responsible for paying the initial six months to the facility directly. Upon completion of the six month membership the participant may complete the reimbursement fitness membership application with the Health & Wellness Division.
4. Reimbursements will take a minimum of 7 to 10 days to process. Applications will be processed in the order received.
5. Participants must complete all necessary documents for reimbursement, including:
 - a. Application for fitness membership reimbursement.
 - b. Usage reports for the past 6 months from the facility for all family members on the account.
 - c. Receipt of 6 month payment from facility (the amount requested for reimbursement).
 - d. Medical provider release from exercise if there is any reason the participant did not meet the required usage amounts for reimbursement.
6. Reimbursements are non-transferrable.
7. Reimbursement requests must be made within one year of the purchase receipt date for memberships beginning January 1, 2020
8. Due to limited funds reimbursements will be awarded on a first come first served basis.
9. Approved family members for a family membership are a Ho-Chunk enrolled spouse and/or Ho-Chunk enrolled children or descendant under the age of 18 that are an enrolled student and/or lives in the same household.
10. In the event that there are two or more Ho-Chunk enrolled children or descendants in a household with non-Ho-Chunk enrolled parents, reimbursement will be paid for the entire family. Any children over 18 must be living in the same household.

Ho-Chunk Health Care Center
N6520 Lumberjack Guy Road
Black River Falls, WI 54615

Ph. 715-284-9851 FAX 715-284-5150

House of Wellness
S2845 White Eagle Rd
Baraboo, WI 53913

Ph. 888-552-7889 FAX 608-355-9643

11. In the event there is only one enrolled child in the household under the age of 18 with non-enrolled parent(s), the Nation will reimburse for a single membership/student membership for the enrolled child. Parent(s) accept all liability at the gym.
12. The maximum reimbursement amounts per six months for memberships are as follows:
 - a. Family: maximum of \$800 per six months.
 - b. Single: maximum of \$400 per six months.
13. The following services will not be covered for reimbursement:
 - a. Personal training
 - b. Nutrition/weight loss programs
 - c. Sports lessons
 - d. Massage
 - e. Sauna
 - f. Tanning
 - g. Towel service
 - h. Or any cost in addition to the regular membership will not be covered.
14. Any incomplete (any missing information/paperwork) applications greater than 6 months old from the signature date will be shredded and considered expired.
15. All participants will be referred to the Health & Wellness Program Recruiter to be contacted regarding any upcoming classes available in their area.
16. The Health & Wellness Team has the right to change policy at any time and/or deny reimbursement if participant does not follow all terms of the fitness membership reimbursement program.
17. Reimbursement requests must be made within one year of the purchase receipt date
18. Memberships currently under the previous fitness membership program that were paid by the Ho-Chunk Nation will not be eligible for reimbursement. (2013-2019)

CO-PAY DEDUCTIONS BASED ON AVERAGE USAGE:

1. Co-pays will be deducted from total eligible reimbursement based on the following average usage breakdown:
 - a. Participant's co-pay will be waived if their average usage was at least 15 times/month over the duration of the 6 month membership. Participant will qualify for full reimbursement up to the maximum allowable amount (see #11).
 - b. Participant's co-pay deduction is \$20 single or \$30 family if the average usage was between 10 – 14 times/month over the duration of the 6 month membership.
 - c. Participant's co-pay deduction is \$40 single or \$60 family if the average usage was between 5 - 9 times/month over the duration of the 6 month membership.
 - d. Participants will not qualify for a reimbursement if the average usage is less than 5 times/month over the duration of the 6 month membership.
2. Eligible family member's usage that is submitted will be included in the participants average monthly usage calculation.