

# Wellness and Gym Reimbursement Plan

Established by Bronson Healthcare Group | Administered by Navia



Navia Benefit Solutions is proud to be the administrator of your Wellness and Gym plan. This reimbursement plan has been established by Bronson Healthcare Group to reimburse you for your wellness and gym related expenses.

## Benefit Summary

Plan Year: January 1, 2023 – December 31, 2023

Eligible Expenses: You may submit claims for eligible expenses that incurred while you have been a participant in this plan. Eligible expenses are listed below.

Benefit: The Wellness benefit will reimburse 90% of your eligible expenses up to the plan maximum. For gym memberships, up to \$25 monthly reimbursement is available. Receipt from gym showing club name must be attached with your receipt.

For members enrolled in the Medical plan, your reimbursements combined from the Wellness Benefit and Gym Membership benefit cannot exceed the maximum annual reimbursement amount of \$500 for employee only, \$1,000 for employee plus one, and \$1,500 for employee plus family. Non-Medical Plan Members: Employees ONLY have a \$250 maximum.

**For a list of eligible expenses, please see below and which option to select when submitting claims:**

- **Gym Membership**

- \*Up to 25\$ monthly gym membership reimbursement.

- **Physical Wellness**

- Youth Sport Camps/Sports Clinics/Pay to Play Fee
  - Fitness Apps
  - Nutritionist
  - Bronson Health Scan Package
  - Bronson Heart Scan
  - Disease Management Programs
  - Fitness Classes Anywhere (yoga, cardio drumming, Pilates, spin, dance, etc.)
  - Nutritional Supplements
  - Athletic Equipment and Accessories
  - Lessons (sports lessons, swimming, dance, etc.)
  - Personal Trainer
  - Passes (ski, snowboard, golf, swimming, etc.)
  - Race/Competition Registration Fees (includes 70k step challenge)
  - Massage Therapy
  - Kalamazoo Area Runners & Gazelle Sports Seasonal Training Programs
  - Bronson Sports Medicine Performance Training
    - \* *must attend 80% of total sessions, reimbursement when program is complete*
  - Battle Creek YMCA Choose to Lose
  - Weight Watchers
  - Noom
  - Grocery Delivery Membership Fees
  - Tobacco Cessation Products
    - \**over the counter products reimbursed with receipt*
  - Bronson Athletic Club (BAC) Initiation Fee
  - Bronson Heart Scan
  - Acupuncture

- **Financial Wellness**

- Home purchasing expense reimbursement (down payment, closing costs, etc.)
  - Financial Adviser and Planning Services
  - Financial Seminar
  - Summer PSLF Program

- **Emotional Wellness**

- Mediation Classes
  - Retreats (leadership, spiritual, etc.)
  - Pet Care (walkers, day care, grooming, pet training, etc.)
  - Camping (equipment, fees, etc.)
  - Personal Development Classes (art, cooking, etc.)
  - Annual Park Pass
  - Hunting/Fishing Licenses
  - Midlife Education
  - Bronson Family-Centered Education Class
  - Mental Health Expenses

## Claim Submission

1) The most efficient way to submit a claim is by using the online Participant Portal claim submission tool or the MyNavia Mobile App for Android or iPhone. You may also submit claims via email, fax or mail. Please use only one method per submission. Please allow 2 full business days for your claim to be reviewed and processed once it has been received. If submitting the claim via the Portal or Mobile App, no claim forms are required.

2) If submitting the claim by email, fax or mail, you must complete a claim form, itemize your expenses and list the total amount you are claiming.

3) You will have 120 days to submit claims after the end of the plan year. In the event that your employment is terminated, or you lose eligibility, you will have 120 days from your date of termination to submit claims for expenses incurred while you were covered under the plan.

**Accessing the Website:** You may access the website by going to [www.naviabenefits.com](http://www.naviabenefits.com) and logging in. First Time users will click the Register button in the top right corner of the page. Please take the time to review your account to make sure your address and election information is accurate.

**Registering on the Website:** To register for online account access you will be requested to provide the following information:

- Last Name, First Initial
- E-mail Address
- Employer Code: **BRO**
- Last four digits of your employee ID number
- Date of Birth
- Choose a User Name
- Answer three security questions

*Note: The debit card is only tied to funds in your FSA. Wellness or Gym Membership expenses will need to be submitted to Navia online via the Participant Portal, through the Mobile App, or by paper claim form. Navia will process your claim and send you a reimbursement (either by check or direct deposit). If you have elected direct deposit for the FSA plan, you will automatically have direct deposit for your wellness reimbursements. You can sign up for direct deposit via the Participant Portal. Direct deposits may take 1-2 days to post to your bank account.*