



## Reimbursement Form

City of Laconia

### Subscriber Information (please print or type)

Subscriber Name	
Address	
City, State Zip	
Telephone   HP ID#	
Department	

**Reimbursement Types and Amounts – Each program is based on the plan year (July – June). Submissions must be received no later than August 15<sup>th</sup> of following plan year.**

Adult Health and Wellness	Up to \$60 for each enrolled employee and spouse. See eligible reimbursement opportunities on the reverse side of this page.
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### Reimbursement Information – You may submit for multiple reimbursements at a time

Participant Name	Reimbursement Type	Specific Program/Class	Cost
			\$
			\$

**Total Reimbursement Requested**      \$ \_\_\_\_\_

*Please see the reverse side of this page for reimbursable expenses and information on the Harvard Pilgrim Fitness Reimbursement Program.*

### Acknowledgement/Instructor Information

Provider/Facility Name:

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- I am certified to teach this program
- I attest that the noted individual completed the program and attended/participated in at least 75% of the program

Instructor Signature:	Print Name:
Date:	Phone Number:

### Please mail this form with proof of payment to:

New Hampshire Interlocal Trust  
 ATTN: Wellness Reimbursements  
 PO Box 4090  
 Concord, NH 03302-4090

<b>For NHIT Use Only</b>	
Approved Amount:	_____
Representative:	_____

## Health Questionnaire (HQ)

Complete an easy, confidential questionnaire to determine health risks you may be facing. Log In to *HPHConnect* at [www.harvardpilgrim.org](http://www.harvardpilgrim.org) and click on the link to take a Health Questionnaire. Submit a copy of the last page of the HQ along with this form for processing.

## Eligible Reimbursable Classes – Wellness Reimbursement

### Weight / Nutrition / Health Education

- Jenny Craig® / Weight Watchers®
- Inches-a-Weigh®
- Nutrition Classes\*
- Healthy Eating\* / Cooking Classes\*
- Fitness Education

### Self-Care / Prevention

- Menopause and Aging
- Arthritis (pain) Management
- Osteoporosis Class
- Anger Management
- Autism Education
- Heart Health (*for Heart Disease Management / Prevention*)
- Diabetes Education
- Smoking Cessation Classes\*

### Lessons / Classes\*

- Karate
- Meditation
- Dance
- Stress Management
- Yoga / Tai Chi
- Zumba
- Skiing
- Figure Skating
- Swimming

### Injury / Prevention

- CPR and/or AED Classes
- Red Cross Babysitting Certification
- First Aid Training
- Defensive Driving
- Assault Prevention / Self Defense
- Water Safety / Drowning Prevention

### Child Birth / Child Care

- Prenatal Swimming
- Birthing Classes (*including Hypnobirthing*)\*
- Lactation Classes\*
- Baby / Child Nutrition Classes\*
- Parenting / Child Safety Classes\*
- Infant Massage Classes\*
- Pilates / Core Strengthening

\* Please note that only lesson/instructor time will be reimbursed. Cost of items required for class is not eligible for reimbursement.

### Exclusions:

- Gym membership fees and dues eligible for the separate Harvard Pilgrim Fitness Reimbursement Program;
- Fitness equipment or other items/products required for wellness classes; and
- Fitness videos or DVD programs.

## Harvard Pilgrim Fitness Reimbursement Program

This program is administered by Harvard Pilgrim Healthcare directly, and provides up to \$150 reimbursement for qualified fitness facilities. The reimbursement program runs on a calendar year (January-December). Please visit [www.harvardpilgrim.org](http://www.harvardpilgrim.org), then click on "Members" and then the link for "Quicker Fitness Club Reimbursement Online" to review the program policies and procedures and submit for reimbursement.