

State of NH Fitness Center or Home Equipment Reimbursement FAQ

Q. Who is eligible for the Fitness Center membership or Fitness Home Equipment reimbursement?

A. Employees must be participating in the State of NH HMO Plan to be eligible for up to \$450 reimbursement per calendar year for fitness center membership **OR** the \$200 per calendar year Home Exercise Equipment Reimbursement benefit. This reimbursement benefit may also be submitted by the Employee on behalf of a dependent, age 18+ who is also enrolled in the State of New Hampshire HMO Plan.

Q. How do I file a claim for reimbursement?

A. Log on to the Employee Portal and elect the Health & Wellness “Get Active” tab, then print a copy of the Fitness Reimbursement form available under the “Health Education & Fitness Reimbursement” tab. If you purchase a family plan, the receipt must specify you (or your designee) as the recipient of the membership. Refer to additional instructions and submission information on the claim form.

Q. If I prepay my fitness center membership for a year to take advantage of a discount, can I file for reimbursement right away?

A. No, ASI Flex will not process reimbursements for memberships paid in advance. This means you must submit a claim, with proof of payment, each time you want to get reimbursed during the year and ASI Flex will reimburse you on a prorated basis. The frequency of reimbursement is up to you, but the minimum period of reimbursement is one month. For example, if you prepay in advance for a year, you may elect to submit a claim at the end of each calendar month and ASI Flex will reimburse you 1/12th of your total annual membership fee. If you submit a claim for reimbursement at the end of each calendar quarter, ASI Flex will process a reimbursement equal to one quarter of your paid membership.

Q. Is there a deadline for filing a claim for reimbursement?

A. Yes, claims for eligible expenses incurred on or after 1/1/23 must be filed no later than April 30th of the following year. Please note it may take up to 45 days for reimbursement.

Important Note: Claims for eligible expenses incurred prior to 1/1/23 must be filed with Anthem no later than April 30, 2023.

Q. How do I know if my fitness center or gym is eligible for participation under this benefit?

A. The fitness facility (fitness club, health club, fitness studio, gym) must be open to the public, with staff available during business hours, and offer exercise or workout equipment and/or group classes for the purpose of workouts, training, or exercise. Essentially there is a broad range of fitness centers that would be eligible; however, questions should be directed to ASI Flex Customer Service at 1-800-659-3035.

Q. What type of Home Fitness Equipment is eligible for the annual \$200 reimbursement?

A. Home exercise equipment eligible for reimbursement would be equipment purchase new which is designed to provide a cardiovascular or muscular total-body workout (e.g., treadmills, stationary cycles, bike stands, stair-climbing machines, elliptical machines, rowing machines, home gyms (Bowflex), total-body weight resistance machines, cross-country ski machines, air walkers).

Q. Is the reimbursement I receive taxable?

A. Yes, any reimbursement you receive under this benefit for yourself or a family member is considered “imputed income” and is taxable. The payroll department will receive a list of reimbursements issued by ASI Flex periodically during the year. The dollar amount of the reimbursement will be added to your taxable gross earnings, so that appropriate federal taxes may be withheld.