



*Labor-Management Healthcare Fund is the administrator
of health, prescription, and dental coverage.
It is our goal to help ensure your overall satisfaction with our program,
plans of benefits offered, performance of insurance carriers,
as well as all customer service conduct.*

LMHF WELLNESS INCENTIVE PROGRAM

Beginning January 1 of each year, active employees, along with their spouses, (who are LMHF members) are eligible to participate in Part I and Part II of the LMHF Wellness Incentive Program. The program runs January 1 through December 31, at which time, the benefit re-sets and begins tracking the next year's activities.

THE FOLLOWING DESCRIBES PART I:

Employee and/or spouse is required to receive an annual physical by their Primary Care Physician and submit the necessary paperwork to LMHF. **NOTE:** Applicant must be an active LMHF member at the time of his/her annual physical. When the participant completes the necessary steps for Part I, they will receive a \$50.00 HRA debit card.

Employee Responsibility for Part I

- 1.) Retrieve a LMHF "Wellness" packet from employee's Human Resources/Personnel Department or LMHF office. All required forms are included in the packet.
- 2.) Applicant is required to get an Annual Physical provided by his/her Primary Care Physician.
- 3.) Applicant must complete the "Employee Verification" section (page 1). Applicant's physician must complete "Annual Physical Verification" section (page 2).
- 4.) The completed and signed form must be submitted to the LMHF office via U.S. Postal Service (*Self-addressed envelopes are provided in packets*).

All documents must be submitted no later than **February 15** for the prior year's participation. All documents must contain original signatures! Copies/faxes are not accepted.

- 5.) Your debit card will be delivered to your residence via U.S. mail. Please allow three to four weeks for delivery following LMHF's receipt of your documentation. Along with your card, you will receive a sample list of eligible/non-eligible medical expenses as well as instructions regarding use of the card.

YOUR PARTICIPATION IN OUR WELLNESS INCENTIVE PROGRAM IS GREATLY APPRECIATED!

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