My Online Services

Coventry Health Care makes it easy for you to manage your health and benefits with My Online Services. The most important information is right in front of you—where it’s easiest to use. From a single screen you can access:

- **your personal health record**, allowing you to view, store and track your information securely
- **claims activity** showing how much of your deductible you’ve met and other important information
- **Coventry WellBeingSM tools** featuring a health risk assessment and personalized digital coaching
- **Medications** including dosage and last refill date with easy access to the prescription drug formulary and drug information
- **lab results** marking your most recent tests and results
- **health news** presenting important breaking news that is tailored to your needs
- **calendars and reminders** so you can track appointments and schedule reminders for important services
- **provider search tools** that connect you with providers that best match your needs.

With just the click of a mouse, you can also:

- view explanation of benefits online
- request, display or print a temporary ID card
- update your communication preferences and much more.

Make the most of your health and benefits online from the My Online Services welcome page at [https://member.cvty.com/memberPortalWeb/appmanager/memberPortal/member](https://member.cvty.com/memberPortalWeb/appmanager/memberPortal/member) where you can log in or choose “Register Now” if you are a new user.

The My Online Services flyer can be found on the Human Resource Services Web site at: [www.dickinson.edu/uploadedFiles/about/offices/human-resource-services/content/MyOnlineServices%20flyer.pdf](http://www.dickinson.edu/uploadedFiles/about/offices/human-resource-services/content/MyOnlineServices%20flyer.pdf)

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Annual Dickinson Recognition Luncheon

The annual recognition luncheon for support staff employees will be held on Thursday, May 23. Each year, the luncheon honors support staff with five or more years of service to the college.

Open Enrollment

The annual open enrollment period will be held from Wednesday, May 1 through Friday, May 31. The enrollment will be conducted online via Banner Self-Service again this year.

Faculty and staff are reminded that Flexible Spending Accounts for medical reimbursement and/or dependent care reimbursement must be re-established each fiscal year.
Demystify Flexible Spending Accounts (FSA)

What Is an FSA?
A Flexible Spending Account (FSA), also called a flex plan or reimbursement account, is an employer-sponsored benefit that allows you to pay for eligible medical expenses on a pre-tax basis (there are also similar accounts for dependent and child-care expenses).

If you expect to incur medical expenses that won't be covered by your regular health insurance plan, you should be taking advantage of Dickinson's FSA.

How Does an FSA Benefit Me?
The contributions you make to an FSA are deducted from your pay BEFORE Federal, State, or Social Security Taxes are calculated and are never reported to the IRS. The result is that you decrease your taxable income and increase your spendable income. You can save money!

How Do FSAs Work?
You have only one opportunity a year to enroll, (during open enrollment in May), unless you have a qualified "family status change," such as marriage, birth, divorce, or loss of a spouse's insurance coverage. The amount you designate for the year, up to $2,500, is taken out of your paycheck in equal installments each pay period and placed into a special account.

As you incur eligible medical expenses throughout the Plan Year, use your issued Benefits MasterCard as payment and the funds will come right out of your FSA. Or submit a copy of the Explanation of Benefits and/or the provider's invoice and proof of payment to HealthSmart who will then direct deposit your reimbursement into the bank account of your choice or they can issue you a reimbursement check.

What Expenses Are Eligible for Reimbursement?
Most expenses that are considered deductible medical expenses by the Internal Revenue Service and are not reimbursed through your insurance can be reimbursed through the FSA.

Examples include:
- Fees paid to doctors, dentists, surgeons, chiropractors, psychiatrists, psychologists, and Christian Science practitioners
- Contact lenses and eyeglasses
- Fees for hospital services, nursing services, nursing home, laboratory fees, prescription medicines and drugs, and insulin
- Acupuncture treatments
- Smoking-cessation programs and prescribed drugs to help nicotine withdrawal
- False teeth, hearing aids, crutches, wheelchairs, and guide dogs for the blind or deaf
- Fees in excess of reasonable and customary amounts allowed by your insurance
- Co-payments on covered expenses
- Deductibles
- Braces
- Prescription drugs or prescription co-pays

How Do I Decide How Much to Contribute to My FSA?
It's important that you give some thought to calculating how much money to contribute for the year, because if you put in more money than you need, by law, you lose it. You have 31 days after the end of the Plan Year (September 15) to file claims for services provided during the Plan Year.

To determine how much to contribute, make a list of expected out-of-pocket medical expenses for you and your dependents for the next year. Be conservative so you don’t risk forfeiting any money.

Health Care Flexible Spending Accounts
- Please note that the maximum you may contribute is $2500 per plan year to a Health Care Flexible Spending Account.

Dependent Care Flexible Spending Accounts
- Unlike the health care FSA, dependent care FSAs are not "pre-funded"; employees will only receive reimbursement for the amount deposited into the account as of the reimbursement date.

- IRS regulations do NOT allow reimbursement for services that have not yet been provided, so even if you pay in advance for your expenses, you can only claim service periods that have already occurred. For example, if you are required to pay for all of January's child care expenses on January 1, you cannot claim the entire month's expense until February.

- It is important to note that the maximum for the Dependent Care FSA is a "family maximum." Therefore, if your spouse contributes to an FSA at another employer, the combined election may not exceed $5,000, or your personal limit if less than $5,000.

For complete information about your coverage, refer to your summary plan description or consult with Human Resource Services.
TIAA-CREF Individual Counseling Sessions

Having a strong financial retirement future has a lot to do with the choices you make today. We encourage you to schedule an appointment to discuss your investment options and diversification strategies. A TIAA-CREF investment counselor will be on campus during the month of May on:

**Tuesday, May 14**

HR Annex conference room (61 N. West Street)

To schedule a personal meeting with TIAA-CREF, please visit [www.tiaa-cref.org/moc](http://www.tiaa-cref.org/moc) or call 1-800-842-2010. Appointments may be scheduled with TIAA-CREF between 9 a.m–5 p.m. on the dates listed above.

Benefits and Wellness Fair

The annual Benefits and Wellness Fair was held on Tuesday, April 16. Approximately 200 employees and family members attended this year’s event. The Fair provides a chance to gather important information from vendors and campus departments as well as the opportunity for health screens and other wellness services. If you were not able to attend the Benefits and Wellness Fair and have questions, please contact us at ext. 1503 or hrservices@dickinson.edu.

Medical Plan Design Changes Starting July 1

Healthcare costs across the nation continue to rise, impacting individuals, families, and organizations. Costs are predicted to reach $4.2 trillion by the year 2016. Colleges and universities are not immune to these alarming trends. During the past two medical plan years, the college has experienced higher health cost claims due to several anomalies, serious medical conditions and a high volume of claims.

Despite these challenges, the college is in a strong position to proactively address future healthcare costs. Strategic Plan III calls for the college to “be identified as a leading institution in the area of workplace wellness by offering best practice initiatives focused on preventative measures and disease management services that encourage healthy behaviors among members of the Dickinson community.”

To address ongoing medical plan costs, the Planning and Budget (P and B) Committee approved the recommendations of a P and B healthcare subcommittee. These modest changes in plan design and premiums have been approved for implementation as of July 1, 2013. In addition, Human Resource Services is in the midst of designing an even stronger disease management program which will focus on several key areas including diabetes, asthma, heart failure, coronary artery disease (CAD), and chronic obstructive pulmonary disease (COPD). Also, you will notice changes to the incentive model (Holistic Health Incentive Program) for employees and family members to take an active role in their health to promote a strong quality of life while minimizing the risks of pervasive chronic illnesses.

Human Resources Services has scheduled several sessions to discuss upcoming changes to the medical plan and the incentive program. We encourage employees and family members to attend one of the following sessions:

**Session options:**

°C Tuesday, May 21, noon-1 p.m., Althouse 201
°C Wednesday, May 22, noon-1 p.m., Althouse 201
College and Community Events

Carlisle Downtown Mile

The Employment Skills Center would like to invite everyone to participate in the second annual Carlisle Downtown Mile sponsored by Carlisle Construction Materials on Thursday, May 30, 2013.

The one mile run down High Street will begin just west of the intersection of Orange and High Streets, and finish at Veteran’s Square near the intersection of High/Hanover Streets. The race will be run in heats with the Walkers/Run-Fun-Run starting off the evening at 6:30 p.m. and concluding with the team challenge at 7:20 p.m.

All children ages 13 and under will receive a participation medal and run in one heat. Awards will be given to the top three males/females in each age group 14-19, 20-29, 30-39, 40-49, 50-59, 60+.

There will be a team competition as well. Teams may be composed of 3-5 runners with the three fastest times scoring for the team. The top three teams will also receive awards.

New this year is a free beer garden open to all participants ages 21 and older with valid ID. The beer garden is sponsored by Wilsbach distributors and hosted in the parking lot of Abom & Kutulakis, LLP.

Friendly Competition and Family Fun is the theme of the evening. So challenge your co-workers, friends and family to participate in this great event which supports The Employment Skills Center, a local non-profit helping to improve the lives of those in our community through education and job-training.

For more information and registration call 717-243-6040, ext. 4424, or visit the race Web site at: www.carisledowntownmile.eventbrite.com

Carlisle Community Pool

Memberships Available

Hearty congratulations to all Dickinson faculty and staff upon completion of another successful academic year! For those of you summering in Carlisle, we at Carlisle Swim Club encourage you to consider a membership at our club as an enjoyable wellness/recreation opportunity. The Swim Club dates to 1958 when residents with no in-town, summer swimming options took out subscriptions and built the pool. We welcome anyone who wants to join and enjoy the benefits of sunshine, fresh air, fitness and fun.

Tucked away at the southern end of Carlisle’s Chapel Hill development, our facility boasts dedicated lap-swimming lanes for adults; a wading pool for younger children; a large, deep-end water slide; sand volleyball and asphalt basketball courts; wireless service; regular social events and a nice big lawn with plenty of sun or shade. Program-wise, the Swim Club is the only outdoor pool in Carlisle with a summer swim team. We open early on weekdays for lap-swimming, youth swim lessons and water exercise classes.

Our season runs from the Saturday before Memorial Day through Labor Day. Daily hours for open swimming are 1–9 p.m., shifting to noon–8 p.m. after the swim team season. Memberships for singles, couples or families with kids are available with annual dues ranging from $205 for a single to $380 for a family with children. There is also a one-time bond for new members, with options to pay that in installments where needed. We count many Dickinsonians among us already, and would love to see more.

Anyone with interest in joining or seeking more information should contact our membership secretary Mary Harbold at 717-243-0734 or visit our Web site at www.carisleswimclub.com.
With summer lurking around the corner, I can hardly wait to get back to cooking on the grill again! Grilling meats and vegetables is such a lean way to prepare foods that can also give foods a great earthy taste. Keep in mind meat and chicken cooked on a grill often brown very quickly. I recommend using a food thermometer to be sure the food has reached a safe minimum internal temperature to destroy harmful bacteria.

The United States Department of Agriculture has published recommendations for minimum safe internal temperatures on meats to help that you are able to enjoy your favorite meats, safely! Use this chart to ensure that meat, poultry, seafood, and other cooked foods reach a safe minimum internal temperature. You will notice that some meats, after you remove them from a grill, oven, or other heat source, need a specified “rest time.” During the rest time, its temperature remains constant or continues to rise, which destroys harmful germs. Happy safe grilling!

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>FOOD</th>
<th>TEMPERATURE (°F)</th>
<th>REST TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ground Meat &amp; Meat Mixtures</td>
<td>Beef, Pork, Veal, Lamb</td>
<td>160</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Turkey, Chicken</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td>Fresh Beef, Veal, Lamb</td>
<td>Steaks, Roasts, Chops</td>
<td>145</td>
<td>3 Minutes</td>
</tr>
<tr>
<td>Poultry</td>
<td>Chicken &amp; Turkey (Whole)</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Poultry Breasts, Roasts</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Poultry Thighs, Legs, Wings</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Duck &amp; Goose</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Stuffing (Cooked alone or in bird)</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td>Pork &amp; Ham</td>
<td>Fresh Pork</td>
<td>145</td>
<td>3 Minutes</td>
</tr>
<tr>
<td></td>
<td>Fresh Ham (Raw)</td>
<td>145</td>
<td>3 Minutes</td>
</tr>
<tr>
<td></td>
<td>Precoooked Ham (to reheat)</td>
<td>140</td>
<td>None</td>
</tr>
<tr>
<td>Eggs &amp; Egg Dishes</td>
<td>Eggs</td>
<td>Cook until yolk &amp; white are firm</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Egg Dishes</td>
<td>160</td>
<td>None</td>
</tr>
<tr>
<td>Leftovers &amp; Casseroles</td>
<td>Leftovers</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Casseroles</td>
<td>165</td>
<td>None</td>
</tr>
<tr>
<td>Seafood</td>
<td>Fin Fish</td>
<td>145 or cook until flesh is opaque and seperates easily with a fork.</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Shrimp, Lobster, Crabs</td>
<td>Cook until flesh is pearly and opaque</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Clams, Oysters, Mussels</td>
<td>Cook until shells open during cooking</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>Scallops</td>
<td>Cook until flesh is milky white or opaque &amp; firm</td>
<td>None</td>
</tr>
</tbody>
</table>
Spring Into Fitness Challenge 2013!
The second Spring Into Fitness Challenge ended on Sunday, April 28 with a campus-wide cumulative total at least 236,627 minutes of exercise! (The final total has yet to be determined.) As a college, we had 197 active participants in the challenge. We are happy that many employees enjoyed being active over the 6-week challenge period. The peer institution challenge and divisional challenge winners will be determined soon. Congratulations to all who participated in the second annual challenge. Please watch for a celebration announcement coming soon!

Wellness Fun Run/Walk Event
The annual Wellness Fun Run/Walk was held the week after the Benefits & Wellness Fair on Thursday, April 25 from 11:30 a.m.-1:30 p.m., to enable employees to attend both events. There were over 50 participants who enjoyed walking or running this year. The run/walk event was coordinated by Rob Simels with the assistance of the Athletics Department and student volunteers.

Marathon in a Month—March
WINNER: LESLIE SWARTZ
The Marathon-in-a-Month is a month-long, cumulative walking activity, beginning on the first of each month and running through the last day, to reach a total of 26.2 miles or more for each calendar month. Participants simply walk several days per week on selected or individual walking routes to reach the mileage goal. Mileage must be submitted to Human Resource Services by the fifteenth of each month following completion of the marathon miles (i.e. submit by April 15 for the month of March) to be eligible for the monthly $25 Visa gift card drawings. For more details or to request a form to record your marathon miles, please send an e-mail to devwell@dickinson.edu or call ext. 1026. Congratulations to Leslie Swartz for being the March Marathon in a Month winner!

Holistic Health
Deadline is Sunday, June 30
The Holistic Health Incentive Program is going strong in its fifth year! The deadline to complete all activities for this year is Sunday, June 30. Prior to returning completed booklets, participants should calculate their total points earned in each of the four categories—Physical Wellness, Nutrition, Preventative Health Screens, Intellectual Wellness, and Emotional Wellness—in the Holistic Health Personal Points System section on page 5 of the booklet. Booklets must be submitted to Human Resource Services for verification and award distribution no later than Monday, July 8. For questions about the incentive program, please send an e-mail to devwell@dickinson.edu.
Professional Development & Wellness Events
For detailed information about any of these programs, go to the Events Registration System in the CLIQ application via the employee Gateway (http://gateway.dickinson.edu), e-mail us at devwell@dickinson.edu, or call ext. 1503.

Preventing Workplace Harassment
Presented by Dana Scaduto and Steve Riccio
Althouse 106
Non-Supervisory Session: Thursday, May 16 | 9:30–10:30 a.m.
Faculty, Administrators, and Supervisors: Thursday, May 16 | 2–3:30 p.m.
Dickinson College is committed to providing a supportive working environment for all employees. As part of this effort, we have revised our training approach to further increase the awareness of workplace harassment at the college. This includes implementing a series of web-based modules specific to faculty, supervisors, and staff to allow for flexibility in order to complete the training. In addition, our training requirements have been modified to reflect our obligation to provide a hostile-free work environment for all Dickinson employees and students. As of February 2012, all employees of the college must complete the Preventing Workplace Harassment training program each year. Please plan to attend one of the upcoming sessions listed above led by Dana Scaduto, General Counsel or Steve Riccio, Director of Staff Development.

Change Anything
NEW OFFERING!
Presented by Steve Riccio
FOUR-SESSION SERIES:
June 10, 11, 12, 13
Stern Center, room 102
9–10:30 a.m.
Change Anything is a breakthrough application of powerful social science skills to equip everyone with the ability to succeed at self-directed change. Change Anything skills help employees and leaders take charge of their own change in ways that lead to greater engagement, performance, health and personal happiness.

LIS Technology Certification
Throughout the 2013–2014 year, the Library and Information Services (LIS) division will continue to host a series of technology certification programs for individuals of all skill levels. This year’s programs will include the many features from Microsoft Office including Word, Excel, PowerPoint and Access. Classes for Moodle and Web Publishing are also included. Please send requests for the programs and functions you would like to learn to gribble@dickinson.edu.

For more information about the upcoming certification programs, please visit: http://lis.dickinson.edu/Technology/Training/Workshops/index.html

Web-Based Technical Training
Lynda.com offers online tutorials on several technical applications including Outlook, Excel, HTML, and Flash. Tutorials vary in length and participants can choose viewing an entire tutorial or simply learn about a specific technique. This can be most helpful when you have an important project to complete with time constraints.

If someone from your department is interested in receiving an account to use Lynda.com, please contact the LIS Help Desk at x1000 or helpdesk@dickinson.edu. An account will be created for that individual and an email will be sent confirming registration. Instructions will be provided in the email on how to access the site. Individuals will have access to all courseware for fourteen (14) days. Please contact the LIS Help Desk if additional time is required. You may also log onto the website to preview the course list and quality of the online instruction before requesting an account.

Customized Technical Workshops
Does your department need a more efficient approach to using technical applications such as Excel and Outlook. Contact the Help Desk at ext. 1000 to request a workshop that can be designed to provide immediate solutions to your ongoing challenges.
Register online for events through CLIQ Events Registration System!

Events Registration is an application offered to the Dickinson College community as a convenient way to register for a variety of campus events. Using the Dickinson Gateway, individuals are able to view each available event, complete registration, and place reminders on their Outlook calendars.

To access the Events Registration system:
1. Go to the Gateway Portal at https://gateway.dickinson.edu and type in your Username and Gateway Password
2. Click Login
3. Select the $icon.
4. Click on My Events in the Main Menu and select the Available Events tab from the next screen.
5. To view an event description, select and click on the specific event within the Available Events screen.
6. Click Register Now if you are interested in participating in the event.
7. If the event requires an appointment, a list of available appointment times will be displayed. Select your appointment and click on Register.
8. Click Yes if you wish to add the event to your Outlook calendar*
9. For security purposes, you will be prompted to include your network password for the event to be placed on your calendar
10. To register for another event(s), simply click on the Back button to view the other events available.

For technical issues, please contact the LIS Help Desk at 245-1000 or helpdesk@dickinson.edu

ZUMBA!
Instructor: Lisa Oplinger
Mondays*, May 6 through June 17
HUB Dance Studio* | 5–6 p.m.
Ditch the workout, join the party! Zumba is a Latin-inspired, dance-fitness class that incorporates Latin and international music and dance movements, creating a dynamic, exciting and effective fitness system. This class format combines fast and slow rhythms that tone and sculpt the body in an aerobic/fitness fashion to achieve a unique blended balance of cardio and muscle-toning benefits. Zumba integrates some of the basic principles of aerobic, interval and resistance training to maximize caloric output, cardiovascular benefits and total body toning. **Fee:** $36
*No session on Monday, May 27.

Free Blood Pressure Screenings!
Offered by Bonnie Berk
Monday dates: May 13, June 17
Mary Dickinson Room/HUB
Noon–1 p.m.
No registration required—just walk-in!

QPR Suicide Prevention for Everyone
Presented by Alecia Sundsmo, Executive Director of the Wellness Center
Tuesday, May 14
Stern Center, room 102
11:30 a.m.–1 p.m.
QPR is a nationally recognized program to help everyone recognize the signs of suicide and how to question, persuade, and refer someone to get help. Participants will receive a booklet that summarizes the information provided in the lecture as a reference guide. This program is open to both employees and students at Dickinson. Registration is required and is available through the employee gateway in CLIQ/My Events/Available Events.

Sports Yoga
Instructor: Jim Mader
Tuesdays, May 14 through June 18
Central Pennsylvania Youth Ballet, Studio #4 | 4:30–5:30 p.m.
Sports Yoga combines active stretching, breathing techniques and a westernized approach to learning and using Yoga poses. Each class is designed to safely increase flexibility, improve mental focus/relaxation and increase strength. With a regular practice of Sports Yoga all activities, including athletics, become easier. **Fee** $35
Professional Development & Wellness Events
For detailed information about any of these programs, go to the Events Registration System in the CLIQ application via the employee Gateway (http://gateway.dickinson.edu), e-mail us at devwell@dickinson.edu, or call ext. 1503.

Pilates
Instructor: Jenni Moore
Wednesdays, May 15 through June 19
Central Pennsylvania Youth Ballet, Studio #4 | 4:30–5:30 p.m.
Pilates is a form of exercise that emphasizes the balanced development of the body through strength, flexibility, and awareness in order to support everyday movement. Through a series of core exercises, the body is both strengthened and stretched, ultimately providing a longer, leaner look. Improve coordination, release stress, and improve your posture with a practice that is both effective and fun. Suitable for all levels of fitness.
Fee: $35

Dynamic Fusion
Instructor: Jenni Moore
Fridays, May 17 through June 21
HUB Dance Studio | 12:15–1 p.m.
Gain length, strength, and flexibility through a series of blended traditional moves combined with the exercises of moving arts such as Pilates, Tai Chi, and dance. This class will have a standing portion focusing on strength training and balance as well as mat work for core and flexibility.
Fee: $30

Therapeutic Wellness Massages
Provided by Camille Baughman & Associates
Thursday, May 16
Memorial Hall, Old West
9 a.m.–4:30 p.m.
As the end of the semester draws near, reward yourself by taking a few moments out of your day to participate in a relaxing table or chair massage. Besides the obvious benefits of relieving stress, massages also help to relax muscles, improve circulation, and offer better flexibility. It is an opportunity to take a healthy break from work! Sessions are 25 minutes in length. A $10 co-pay is due at your appointment. Participation is limited to one session per employee. Privacy screens will be in place. Pre-registration and an appointment are required.

Weight Watchers—12-week Summer Session
Group Leader: Mary Crilley
Wednesdays, June 5 through August 21
HUB side rooms 205-206
Noon–1 p.m.
The PointsPlus program incorporates the best and the latest in nutritional science and research and has been rigorously tested and reflects more than a decade of innovation that will now be presented to members as the best weight loss program possible to help motivate people to eat more healthfully and help them succeed at losing weight. Point values calculated are based on the 4 major nutrients—protein, fat, carbohydrates and fiber and how they are each converted to energy in the body. In other words—all calories are not created equal!

SPECIAL PROGRAMS
Transformation Boot Camp Monthly Pass Program

Instructor: Kirk Ream
369 E. North Street, Suite 3, Carlisle
Transformation Boot Camp is a fun-filled, fast-paced class that will not only help you feel and look better but will improve the way you move. Using a variety of exercise equipment including stability balls, medicine balls, resistance tubing and bands, participants will be engaged in activities that are designed to improve the strength, balance, coordination and performance of individuals at any exercise level. Come and enjoy the fitness difference of Transformation Boot Camp!

Register directly with Transformation Training & Fitness by calling 717-609-0799 or send an e-mail to mailbox@transformation-training.net.

Special Dickinson Monthly Pass Fees:
$30 for 4 x’s per month
$45 for 8 x’s per month
$57 for 12 x’s per month
$75 for 16 x’s per month
$99 for unlimited access each month

Monthly Pass Fee Reimbursement & Eligibility:
$30 per month or up to $360 annually based on the college’s 75% attendance policy for wellness programs. For questions or more information on this exciting new monthly pass program, please send an e-mail to devwell@dickinson.edu.
Professional Development & Wellness at Dickinson College, HR Services
PO Box 1773 | Carlisle, PA 17013–2896 | 717–254–8084 | devwell@dickinson.edu

Gym Membership Discount/Reimbursement Policy
Effective July 1, 2012, all full-time and part-time employees became eligible to receive up to 50% reimbursement of their monthly gym membership fees or a maximum of $30 per month, based on the gym selection of their choice to encourage a healthier lifestyle. To qualify for reimbursement, employees must obtain proof of their monthly membership fee and their quarterly attendance from the gym membership office showing an attendance rate equal to 30 or more sessions per quarter. Documentation must be forwarded to Jeanette Diamond in Human Resource Services. Quarters are based on the time periods of January-March, April-June, July-September and October-December. For more details contact Steve Riccio, Human Resource Services.

Note: Personal training sessions are not included in the gym membership discount program.

Carlisle Family YMCA
311 South West Street
Carlisle, PA 17013 | 717-243-2525
Dickinson employees are welcome at the YMCA which offers exciting onsite programming that includes a variety of fitness classes, workshops and nutritional coaching. Some of the member benefits include:

- 25-yard, 8-lane competitive size indoor swimming pool
- Basketball, racquetball and squash courts
- Youth fitness center for ages 7-12
- Adult fitness center for ages 13 and up
- FREE Personal fitness counseling
- Cutting edge fitness classes
- Exclusive members-only programs for every member of the family

Special pricing is offered for both individuals and families. For more information please visit www.CarlisleFamilyYMCA.org or call 717-243-2525.

Remember to identify yourself as a Dickinson College employee to receive the best discounted pricing available.

Gold’s Gym Membership
Dickinson employees enjoy the following benefits at Gold’s Carlisle and Chambersburg locations:

- 50% off enrollment fee—only $49 down
- $24.99 per month membership fee
- No contract, all rates are monthly
- 50% monthly fee reimbursement per Dickinson’s policy
- Group Exercise classes for Cycling, Pilates, Yoga, Zumba and more
- Add daycare or unlimited tanning for only $10 per month extra

Wellness Program Fees: Payroll Deduction option available
As a convenience to all employees, we offer the option of payroll deduction for most on-campus wellness program activity fees. For anyone interested in utilizing this payment option, simply send an e-mail to devwell@dickinson.edu indicating your registration selections and total amount to be paid via payroll deduction, or call ext. 8084. In the future, we hope to incorporate this payment selection option into the online events registration process offered through CLIQ in the employee gateway.

Professional Development & Wellness Events
For detailed information about any of these programs, go to the Events Registration System in the CLIQ application via the employee Gateway (http://gateway.dickinson.edu), e-mail us at devwell@dickinson.edu, or call ext. 1503.