

Atrium Health Navicent Employees FAQ sheet

- As a Navicent Health Employee, how do I sign up for a membership?
 - There are several ways to access forms for membership at Employee Fitness (for employees/eligible spouses only).
 - The 1st is by visiting the Wellness Center or Employee Fitness. (Coming soon – a drop box on the outside of Employee Fitness for dropping off membership forms.)
 - The 2nd is to visit www.navicenthealth.org/wellnesscenter and find **the 4 forms needed** to print and fill out on the home page.
- What do I do with the completed paperwork?
 - Bring your paperwork to The Wellness Center, Employee Fitness OR scan and email to EmployeeFitness@navicenthealth.org
- What is the price for membership?
 - Employees will be able to join Employee Fitness and the Wellness Center for only \$21.68 a month/payroll deducted. The \$75 registration fee is waived for NH employees.
 - Eligible Spouses (Plus One memberships) are complimentary with the employee as primary membership, but all paperwork must be filled out. This is only available for spouses participating in Secure Health insurance.
- Are there any other charges?
 - A once-per-year enhancement fee of \$25 is payroll deducted each year. This fee is used for updating the facilities & buying and updating equipment for all parts of Employee Fitness and The Wellness Center.
 - The registration fee (\$75) is waived for employees.
- Is there a PHONE APP?
 - Not yet, Coming soon.
- Is there a family discount?
 - At the Wellness Center and Employee Fitness, Navicent employee members are allowed a Plus One; this is a free membership for the spouse who must be a secure health covered dependent (exclusions apply) of an employee member. Any Plus One member must still fill out all paperwork. No children under 18 allowed at Employee Fitness.
- How long will it take for my membership to be processed?
 - Once you fill out your paperwork you will have access to the Wellness Center the very same day.
 - Because we must submit security access for you to have access to Employee Fitness, this may take up to 1 week.
- How will I receive my scan card?
 - We will send your scan card to the address listed on your contract; OR you may pick it up at the Wellness Center or Employee Fitness during staffed hours. Once you receive your scan card, you are ready to go!
 - *You must scan this membership card each time you enter the gym. (Scanning in will allow you to take advantage of the Wellness Incentives offered through Secure Health; employees with Secure Health may qualify for \$25 in reimbursement per quarter for at least 25 visits per quarter.)*
- How do I access the Employee Fitness Center?
 - To enter the Navicent Loft building you'll need to scan your Navicent Health ID badge or badge card. **IMPORTANT:** access the gym from the 2nd floor double doors nearest the yellow deck. The other doors are locked for tenant use only.
- Can I use a Guest Pass or \$50 Fitness Pass at Employee Fitness?
 - No. The FREE Guest Pass and \$50 Fitness Pass can **NOT BE USED** at Employee Fitness, only to be used at The Wellness Center.
- What are the hours?
 - Employee Fitness will be open 24/7.
 - The Wellness Center hours are: M-Th: 4:45am-9pm; Fri: 4:45am-8pm; Sat: 7am-6pm; Sun: 10am-6pm.

- Will there be designated parking?
 - Employees can use the surface parking areas for no charge; otherwise, use your assigned designated parking deck. THERE IS NO PARKING IN THE LOFT PARKING AREAS, as these are for Loft Tenants only.
- If there is no staff on duty, how do we access the facility?
 - Employee Fitness is mostly unstaffed during normal (non-pandemic) times. Your employee badge will permit you access to Employee Fitness if you are an Employee Fitness member. If you are a member and your badge does not work, email EmployeeFitness@navicenthealth.org
- What is the Guest policy? Will guests be allowed?
 - No guests at Employee Fitness. The center will only be available to Navicent Health Employees and *Plus One* members. Non-members, dependents and guests are not allowed into the Employee Fitness Facility. Guests of Employees will continue to be able to utilize the Wellness Center ONLY.
- Will there be childcare, vending, racquetball, a pool, a walking track or basketball at Employee Fitness?
 - No
- Will I be able to rent a locker?
 - No. Lockers are available for use in the locker room but items must be removed after each visit. You will not need to bring a personal lock as the locks will be digital. TAKE EXTRA CARE WITH THE LOCKERS BY READING THE DIRECTIONS CAREFULLY. Call hospital police if you lock yourself out of your locker. HOSPITAL POLICE 633-1111
- Will there be Massage Therapy and Personal Training?
 - Yes, call 633-8509 for an appointment for Massage Therapy
 - Yes, call 633-8513 for an appointment for Personal Training
- Are there be spin bikes?
 - There are 6 spin bikes for personal use.
- How do I schedule an assessment/orientation? (one on one meeting with all new members)
 - Email, EmployeeFitness@navicenthealth.org to schedule
- What do I do if there is an emergency or health crisis?
 - There are red emergency buttons throughout the facility. When pressed these automatically contact hospital police directly.

Amenities

- Will there be a towel service?
 - Hand towels and shower towels will be available at Employee Fitness. Please drop used towels off in appropriate bins.
- Will there be shower facilities?
 - Yes, the shower facilities have lockers, towels, body wash, shampoo, conditioner and hair dryers.
- Will there be group fitness classes?
 - Currently virtual classes are offered through our Fitness on Demand service. Look for the IPAD in the group fitness room to access over 300 classes to start anytime you want. Just press and go!
- For comments or suggestions, email EmployeeFitness@navicenthealth.org

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