



THE STEPPING STONES GROUP

Transforming Lives Together

Company Wellness Program

We are pleased to provide full-time employees with our \$200 wellness stipend. This benefit is intended to support and encourage personal well-being and health be it physical or mental. This benefit is only eligible for the individual employee.

Expense type is: WLNS You may use this benefit specifically for:

- A Gym Membership (we will only reimburse the **single** membership costs)
- Fitness Classes (Zumba, Jazzercise, Pilates, Yoga, Aerobics, etc.)
- Race registration
- Gym Equipment (such as weights, yoga mats, jump ropes, elastic bands)
- Athletic Tracker - Fitbit or product that you can use (for running, steps, pulse, oxygen)
- A Bicycle
- Fitness DVDs or Apps
- Meditation DVDs or a Meditation Class
- Vitamin Supplements
- Massage (no other salon type services are eligible)
- Athletic Shoes

It does not cover clothing, furniture, non-athletic shoes, manicures, pedicures, hair appointments or trips. Gift cards are not eligible for reimbursement.

Anything covered by Medical Insurance or Flexible Spending Accounts are not eligible for reimbursement under Wellness.

As with all expenses proof of payment is required to be reimbursed. **No contract or membership forms** are accepted. You may use emails and bank/credit card statements to prove purchase.

To receive your benefit, please submit your eligible expense reimbursement:

Concur Expense: <https://www.concursolutions.com>

Finance Reimbursements Team: finance.reimbursements@ssg-healthcare.com