

Medical Leave of Absence Request

(6 months maximum per calendar year)

Member Requesting Leave (PLEASE PRINT): _____

Effective Date of Leave: _____

- 1. Prior to taking a Medical Leave of Absence (MLOA)** from Community Hospital Fitness Pointe, all monthly charges must be paid in order for the MLOA to be approved.
- 2. All MLOAs begin on the first of the month.** The required paperwork must be completed **BEFORE** that date. Members who are active on the first day of the month must pay for the entire month.
- 3. Membership Fees**
 - All monthly membership fees will be suspended during the approved MLOA.
 - Upon returning from the MLOA, the member will pay a prorated fee for the month he or she returns.
 - For the period of the MLOA, all remaining members on the same account will be increased to the next membership status. (e.g. the first household member will be increased to an individual member status, etc.)
 - If a member submits a notice of cancellation while on an approved MLOA, he or she will be charged one month's fee upon acceptance of the cancellation notice to cover the membership fee during the 30-day notice period.
- 4. Return from Medical Leave**
 - A healthcare provider's clearance is required **prior** to reactivating membership. When you are ready to return from MLOA and have your clearance, contact Member Relations at 219-924-5348.
 - Clearance documents can be received through fax: 219-924-8581 or email: fitnesspointe@powershealth.org
- 5. Facility Use During Leave Of Absence**
 - Members on a MLOA cannot use Fitness Pointe for physical activity other than scheduled physical therapy.
- 6. Fitness Pointe WILL NOT AUTOMATICALLY reactivate your membership. Reactivation will be done, along with a prorated monthly payment, in person with the Member Relations Department.**

I understand and agree to abide by the MLOA policies outlined above.

Date: _____

Account #: _____

Member Signature: _____

Leave Locker Rental

Do you rent a locker?

Yes No

Will you keep it during your leave?

Yes No

Key returned?

Yes No

Locker # _____

Initials _____