



Wellness *Handbook*





Dear Wellness Member,

Welcome to Messiah Lifeways® Wellness! The Center for Vitality & Wellness includes a heated pool, a whirlpool, a fitness classroom, and a strength training studio complete with cardiovascular and strength training equipment. We also have many exercise and pool classes, including SilverSneakers® and Yoga. If you are looking for individual guidance, we have Certified Personal Trainers available to help tailor your fitness program to fit your needs.

Whether you are a fitness enthusiast or a beginner, we offer customizable exercise programming, top-of-the-line equipment, and a knowledgeable, caring, certified professional team to assist and motivate you in all your endeavors. We are committed to ensuring that each member enjoys working out, swimming, or stretching and strengthening in a fun, safe, and enjoyable environment.

Please accept our warmest welcome, and feel free to contact us should you have any questions. We look forward to partnering with you as we stay fit and focused on good health for every age!

Healthfully yours,
Richie Gary
Wellness Manager

Wellness Culture Statement

As we welcome you as a Messiah Village Wellness member, we want to share with you the culture standards we promote as an organization. Honoring our core values are an important part of our heritage. They include acting courageously, living responsibly, deciding collaboratively, speaking kindly, and loving generously. All members, visitors, and team members are asked to behave considerately and use respectful communication at all times as we work together to create a positive environment for everyone.

Wellness Center Hours of Operation:

Pool, Classes, and Hot Tub

A variety of aquatic exercise classes, lap swimming, and open swimming are offered. Please refer to the pool schedule for specific times.

A lifeguard is on duty during the following hours:

Monday - Thursday	8:00 am – 4:00 pm
Friday	9:00 am – 1:30 pm
Saturday	Closed
Sunday	Closed

Strength Training Studio

Monday - Sunday: 5:00 am – 10:00 pm

There is no team member presence during the following times:

- Weekdays (5:00 - 8:00 am and 4:30 - 10:00 pm) and weekends (all hours).

Monday - Friday **CLOSED** between 10:00 am and 11:00 am for Supervised Fitness. This allows Messiah Village residents who need assistance to use the studio.

Wellness Open Office Hours

Our team is happy to support your questions and needs during our open office hours:

Monday, Tuesday, Thursday, and Friday: 10:00 - 11:00 am

Wednesday: 10:00 am - 11:00 am and 2:30 - 3:30 pm

Wellness Center Phone Number

Wellness main phone number: 717.591.7222

Wellness Manager: Richie Gary, ext. 6343

Wellness Offerings

Pool, Aquatic Classes, and Hot Tub

For more information, refer to the “Pool, Aquatic Classes and Hot Tub” section below beginning on Page 5.

Fitness Classes

Refer to the “Fitness Classes” section beginning on Page 6 for class information and possible fees.

Strength Training Studio

For more information, refer to the “Strength Training Studio” section below beginning on Page 7.

Personal Training

For more information, refer to the “Personal Training and Nutrition” section below beginning on Page 8.

Pool, Classes, and Hot Tub

A variety of aquatic exercise classes, lap swimming, and open swimming are offered. Please refer to the pool schedule for specific times and fees.

Pool Temperature Acknowledgement

The Arthritis Foundation states that 83-88 degrees is optimal for moderately active aquatic fitness classes (i.e SilverSneakers), and temperatures in the high 70s to mid 80s are recommended for adult aerobic lap swimming. In order to accommodate the multiple uses of our pool, our pool is set to the midline temperature of 85-87 degrees.

Pool, Classes, and Hot Tub Guidelines

- All members should treat each other and Messiah Lifeways team members with proper decorum and respect and expect to be treated as such by others. Proper etiquette, language, and courtesy are to be observed at all times. This includes personal conduct and following time restrictions on equipment and in the facility.
- Everyone **must** shower before entering the pool or hot tub.
- Lap swim rules:
 - Maintain safe distance
 - Members must swim laps during lap swim designated times
 - There is a 20-minute maximum time in the pool if others are waiting
- Proper swimming attire must be worn. One piece and/or covered midriff for females. No cut-offs or see-through attire.
- Remove all accessories and jewelry before entering the water.
 - We are not responsible for lost or stolen articles.
- Remove bandages before entering the water.
- No glass products are allowed in the pool area.
- Swimmers may not participate with open sores, rashes, contagious diseases, or any conditions that may cause harm to self or other swimmers.
- During scheduled aquatic classes, the pool is not available for use by members as “open swim” or “lap swim” time.
- Do not climb or sit on the pool or hot tub walls.
- Do not run on the pool deck.
- No excessive splashing.
- No jumping or diving into the pool.
- Everyone using the pool needs to be continent. NO incontinence products are permitted to be worn in the pool.
- Two towels per visit are provided. If you need more, please bring your own. Please place towels into the proper towel receptacle.
- Hot tub guidelines:

- o The use of the hot tub is not recommended for anyone with heart disease, high or low blood pressure, diabetes, circulatory conditions, skin infections, or tendency to faint or become dizzy.
- o Recommended time limit for the hot tub is 10 minutes. Note: the jets will automatically shut off after the 10-minute duration.
- o Diving and jumping into the hot tub are prohibited. Enter and exit using the steps, ramp, or ladder.
- o Running and excessive splashing are not permitted. Please be considerate of others in the hot tub.
- Children 16 and younger must be supervised by an adult at all times. Children must be potty-trained; no diapers or pull-ups are permitted. A flotation device must be worn if unable to swim. Children under age 16 are not permitted in the hot tub.
- Please note that there may be a limited capacity due to COVID-19 guidelines and COVID-19 outbreaks.

Fitness Classes

We offer a variety of fitness classes for all fitness levels. SilverSneakers classes are offered including SilverSneakers Classic, Chair Yoga, and EnerChi. We also offer a drumming program, balance and flexibility classes, and group circuit classes. There is an additional membership fee available for those looking for more challenging classes within the Robust Membership. The Robust fitness classes are faster paced and higher intensity.

Fitness Classroom Guidelines

- Water breaks are given throughout classes and encouraged by all members.
- Proper footwear and workout clothing is required. Proper footwear includes shoes with backs and no heels. Proper workout clothing includes easy to move around pants, shorts, and tops.
- All workout equipment needs to be cleaned, sanitized, and put away by the member after class.
- Please do not enter the classroom until the Wellness instructor is present.
- Please do not arrive after the fitness class has started as it disrupts the Wellness members and instructors.
- For participants in any Wellness member-based activities without a Wellness team member, please put all fitness equipment away after use (i.e. chair volleyball net, etc.).
- Please note that there may be limited room capacity due to COVID-19 guidelines and COVID-19 outbreaks.

Strength Training Studio

The Strength Training Studio provides members with a variety of machines to keep you healthy and fit. Our studio is equipped with several cardio machines including treadmills, elliptical machines, and seated bikes. We also have a variety of seated weight machines to focus on strengthening your upper and lower body. We highly recommend a two-person buddy system and wearing an emergency necklace provided for you.

Strength Training Guidelines

- All members should treat each other and Messiah Lifeways team members with proper decorum and respect, and expect to be treated as such by others. Proper etiquette, language, and courtesy are to be observed at all times. This includes personal conduct and following time restrictions on equipment and in the facility.
- Please limit exercise on the cardiovascular machines to 20 minutes if someone is waiting for that specific piece of equipment.
- The Strength Training Studio is unsupervised. A safety emergency necklace provided for you if needed and/or use of the “buddy system” is encouraged.
- When using the treadmill, please attach the emergency stop clip to your clothing in the event of a fall.
- No food or glass containers are allowed in the Studio. Plastic bottles are acceptable and encouraged. There is a refillable bottle fountain in the hallway outside the fitness room.
- Please be considerate of others in the Strength Training Studio before changing the channel on the TV.
- Exercise clothing and rubber-soled, closed toe athletic shoes must be worn.
- Please wipe machines down after using them with the paper towels and sanitizing spray available.
- Please remember to clear air from the lines, reducing the resistance to zero, in the weight machines after using them.
- Please do not wear heavy colognes or perfumes when working out in consideration of others who may have environmental sensitivities.
- For fall prevention purposes, please do not lay dumbbells on the weight bench or leave them lying on the floor.
- Please note that there may be limited capacity due to COVID-19 guidelines and COVID-19 outbreaks.

Personal Training and Nutrition

We have certified personal trainers who are experienced with helping the 55+ community navigate the aging journey. Whether you are pre-/post-operation or just wish to maintain your health and fitness, we offer individual guidance and attention. Messiah Lifeways Wellness provides nutritional guidance to help you learn how to use food as fuel and with purpose. Personal training has additional fees and are available in one session, multiple session packages, and group sessions.

Personal Training Guidelines

- Payment is due via check made out to Messiah Lifeways at the initial consultation, along with proper paperwork.
- A 24-hour notice is required to cancel a session, or the client will be charged for the session. Individual situations will be considered.
- Please fill out any necessary paperwork given to you by one of the Wellness Team Members prior to your initial consultation.
- All clients are encouraged to wear light, breathable attire, and proper shoes (i.e sneakers).
- All clients need to bring along a water bottle for their personal training session. Water bottles are not provided.

Additional Information

Amendment of Rules

We reserve the right to amend any rules, policies, or hours of operation stated in this handbook at any time. All members will be asked to abide by such amended or adopted rules, regulations, and policies. Members can expect notification of changes to rules, regulations, and policies through our monthly Wellness newsletter.

Disciplinary Action

Wellness team members reserve the right to ask anyone to leave Messiah Lifeways Wellness for violations of the rules and regulations of the facility. Repeated occurrences of violation of rules will be addressed by the Wellness Manager, with the possibility of suspension or termination of privileges.

Facilities and Equipment

We reserve the right to determine the days and hours during which the facilities will be available to members and the equipment and services that will be offered there. Also, we reserve the right to modify hours of operation and/or equipment and services available at any time.

Guest Policy

- All guests must be accompanied by a current Messiah Lifeways Wellness member. Certain circumstances will be considered on an individual basis.
- Guests of community members must pay a \$10 visit fee per day at time of visit, payable by check made out to Messiah Lifeways.

- Guests of Messiah Lifeways residents must pay a \$5 visit fee per day at time of visit, payable by check made out to Messiah Lifeways .
- All guests must sign and date an informed consent to use Messiah Lifeways Wellness. Access includes the Strength Training Studio, Fitness Classroom, and pool.
- All guests 16 years or younger must have direct supervision at all times by the Wellness member.

In the Event of an Emergency

- If at any time you experience dizziness, shortness of breath, develop unusual pain, or experience an injury (including a fall or head strike) please **immediately seek assistance from a Messiah Lifeways Team Member.**
- **Wellness team members will call 911 immediately should a Wellness member present with any of the following:**
 - **Member is unresponsive or significantly disoriented**
 - **Member is experiencing chest pain**
 - **Member has had a head strike or head injury**
 - **Member is profusely bleeding**
- Documentation of the above incidents must be completed by a Wellness team member and signed by the Wellness member.
- The Wellness team is certified and trained to provide basic first aid and cardiopulmonary resuscitation (CPR) and to utilize an automated external defibrillator (AED). Messiah Lifeways disclaims any and all responsibility for providing emergency medical care services in the Wellness Center. In the event of a medical emergency, the staff will contact 911 and, if needed, provide basic first aid, CPR and/or utilize an AED. If, however, you are using the Wellness Center during unsupervised hours and a medical emergency arises, please push the call button on an emergency pendant hanging on the wall in the fitness center. This will connect you with Messiah Lifeways Resident & Guest Services, who will dial 911 on your behalf.

Schedule Changes

Schedule changes may occur due to a variety of reasons, including inclement weather, utility/equipment failure, or other emergency situations.

- We make every effort to avoid schedule changes in the Wellness Center. When schedule changes cannot be avoided, we will offer a modified schedule which will be shared with you via email and can be found on the Wellness website (MessiahLifeways.org/Wellness). Due to the specialized nature of team member training, modified schedules may not include the original scheduled class.
- In the event of inclement weather or closing due to winter weather forecasted, Messiah Lifeways Wellness follows the Mechanicsburg Area School District. You can find this information by tuning into your local news radio or TV station (ABC27 News, WGAL News 8, etc.).
- For last minute emergencies or schedule changes, we will inform you via a phone call using our automated phone messaging system. If you do not want to be on the call list, please inform us.

- In the event of an electrical outage, thunder/lightning storm, fire, or other type of emergency, the pool lifeguard must evacuate the pool.

Alcohol & Tobacco Policy

There is no smoking permitted by residents or guests on Messiah Lifeways property. This includes cigarettes, e-cigarettes, vaping, Juuling, and other similar tobacco-related activities. If residents or guests must smoke while on the property, they must smoke inside a vehicle. There is no drinking of alcoholic beverages outside a campus resident's living unit. Wellness members should not be under the influence of alcohol or possess alcohol while in the Wellness Center.

COVID-19 Guidance

What should I do if I have been exposed to someone with COVID-19?

If you are notified that you have been exposed to COVID-19, please do not visit the Wellness Center for 10 days after your exposure. If you are up-to-date on your vaccines and make the choice to come to Wellness after a known exposure, you must wear a mask at all times. Those who are not up-to-date on their vaccines will not be able to attend, even if wearing a mask.

What should I do if I am experiencing signs or symptoms of illness?

Anyone with signs or symptoms of illness should not attend Wellness until their symptoms have resolved. Should you test positive for COVID-19, you cannot attend Wellness for 10 days. Thank you for understanding and helping us keep everyone safe. Your doctor can advise you about testing and/or quarantine protocols based on your situation.

What happens if someone notifies the Wellness Center they tested positive for COVID-19?

If the Wellness team is notified of a member testing positive, they will alert the campus' clinical team to call that member. The clinical team will ask the member a series of questions to determine who is deemed "exposed," and they will reach out to other members if needed. If you do not receive notification, you can assume that you do not meet exposure criteria to the positive member. Please note that there may be a limited capacity for fitness classes, pool, aquatic classes, hot tub, Strength Training Studio, and personal and group training due to COVID-19 guidelines and COVID-19 outbreaks.

Becoming a Wellness Member

Wellness Member Orientation

All members MUST attend orientation prior to using facilities. To schedule your orientation, please use this [link](#) or visit MessiahLifeways.org/Wellness and click on the Become a Member link.

Signing into the Wellness Center Kiosk

- It is very important for everyone to log into the kiosk at the Center for Vitality & Wellness entrance. We use this information to track usage of the rooms, equipment, programs, and to report insurance program usage.
- In addition, this helps to inform us of classes that might need additional time slots due to popularity.
- Your Wellness Pin is your provided phone number, without the area code.
 - Example:
 - Phone Number - 717.697.4666
 - Wellness Pin - 6974666

Fobs

- Community members pay a \$30 fob fee and receive a fob to gain access to the Wellness Center. Residents and team members use their fob for access.
- Fobs are deactivated after 120 days of non-use.
- Fobs will be replaced one time at no charge. Any subsequent replacements will cost \$10 per fob.
- Upon cancellation of membership, if the fob is returned, the \$30 fob fee will be refunded.
 - Please note that the “Cease Membership” document must be turned in to receive this refund.

Lockers in Locker Rooms

- Directions on how to operate locks on the locker doors are displayed on the wall alongside the lockers. If you need further assistance, please ask a Wellness team member.

Payment Methods

- Billing and Rates:
 - Fob Fee: All new members are charged a one-time Fob fee of \$30.00. Payable at time of orientation via check ONLY, and given to a Wellness Team Member. Cash cannot be accepted as a payment method.
 - Monthly Membership and special programming options
 - Wellness membership payments will be drafted by electronic EFT monthly by the Messiah Village Business Office, and a statement receipt will be sent showing the transaction
 - If any amount due from a member’s monthly fee remains unpaid by the last day of the month, a late fee of \$5.00 will be charged.

- Members may request freezes and cancellations of special programs and fees. Such requests will be honored based upon the Wellness Billing Policy and will not go into effect until the first day of the following month.

Membership Procedures

Freezing Membership

- Members reserve the right to freeze their membership, for a period of one month or longer, and up to twice a year for no more than a total of three months per year. Members will have access until the end of the paid month. No partial month refunds will be given for cancellations.
- To freeze your membership, please contact the Wellness office to fill out the Freeze Services Agreement.

Ceasing Membership

- Members reserve the right to cancel membership at any time, and will have access until the end of the paid month. No partial month refunds will be given for cancellations.
- To cancel your membership, please contact the Wellness office to fill out the *Cease Services Agreement*.

Termination of Membership

Messiah Lifeways Wellness reserves the right to terminate membership due to non-payment of membership fees exceeding 45 days or failure to comply with the rules and regulations set forth by the Wellness Center. If membership is terminated for non-payment, the remaining balance must be paid in full prior to future renewal of membership.