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## Membership Policies and Procedures

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Operating hours are Monday-Thursday 5am-10pm, Friday 5am-9pm, Saturday 7am-6pm and Sunday 9am-5pm.

General membership questions and/or membership freeze questions can be directed to the Member Service team by contacting the front desk at 309-433-9355.

Memberships dues are drafted on the 2<sup>nd</sup> day of each month. This date cannot be changed.

Monthly dues are paid using an automatic EFT from a checking or Credit Card account.

All enrollment fees are subject to change without notice.

**Processing policy:** Any signed notice, request, or submission received by the Center on or before the 20th day of the month will become effective on the last day of that month.

If a cancelled member chooses to return back to the Center within one month of cancellation, their enrollment fee will be waived.

A membership can be downgraded or upgraded at any time. Additional fees may apply based on the downgrade/upgrade.

Replacement key tags are available at the front desk. The first replacement key tag will be of no charge. The second replacement tag will be at a cost of \$5.00.

Replacement Wellness Keys are available at the front desk. The replacement fee will be at a cost of \$20.00.

All guests will be required to present a guest pass to the Member Service team and also complete a guest waiver for the Center to keep on file. Guest passes are available for purchase.

Use of tobacco products, including electronic cigarettes, is strictly prohibited anywhere the property of the Advocate BroMenn Health & Fitness Center and Training & Performance Center.

The Center for Integrated Wellness does not allow guns or weapons of any kind on its property.

Due to the high number of patients and members with ambulatory challenges, parking or waiting to pick up members is not allowed in the circle drive at the entrance to the facility. Parking is allowed in the designated parking spaces and loading and unloading is allowed along the curbs outside of the circle drive.

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## Fitness Floor Rules and Regulations

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All new members are encouraged to participate in a Pre-Activity Screening.

All current members are encouraged to utilize their Wellness Plan Check-up appointments with our Fitness Service Associates.

If you need any assistance, please visit our Fitness Services Desk.

Please observe the posted time limit on all cardiovascular equipment when another member is waiting.

All users are required to wipe equipment after each use with a provided wipe.

Return all fitness equipment to its proper place of storage.

Any person between the ages of 14-17 must undergo a Pre-Activity Screen to utilize the fitness floor. Any person under the age of 14 is not permitted to be on the fitness floor unless they are participating in a program supervised by an Advocate BroMenn Health & Fitness or Training & Performance Center Team Member.

Members are strongly encouraged to report any unsafe exercise conditions or malfunctioning equipment immediately to the Fitness Services Desk.

All participants are to comply with the fitness center instructors and the enforcement of policies related to safety, programming, and exercise techniques.

Remember to be courteous to other members and refrain from foul language, inappropriate or offensive actions and/or conversations.

Advocate BroMenn Health & Fitness and the Training & Performance Center are not responsible for lost, stolen or damaged property. Members are encouraged to lock all personal belongings in a day-use locker.

Proper athletic attire must be worn at all times. No sandal-type shoes are permitted. No sport bra-type or other clothing allowing excessive exposure is permitted.

No food is permitted on the fitness floor.

Water and/or sports drinks are permitted provided they are in a sealable, plastic container.

Cell phone conversations are not permitted on the Fitness Floor. Music, text, camera, video, etc. are allowed for personal use only and may not be used in the locker room or pool areas.

For safety reasons, personal items, bags and other items are to be stored in lockers only.

Tobacco products, including electronic cigarettes are not permitted anywhere in or around the Center for Integrated Wellness.

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## **Locker Rooms Rules & Regulations**

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Cell phone usage is strictly prohibited in the locker rooms.

Children 8-13 years old may use the ABC restroom or the assisted changing rooms during special programming.

All locker room services are eligible only for individuals 14 years or older except for during Family Swim times.

Advocate BroMenn Health & Fitness Center is not responsible for lost, stolen or damaged property. Members are encouraged to lock all personal belongings in a day-use locker.

Towels are complimentary and should be returned prior to leaving the facility.

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## **Aquatics Rules & Regulations**

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At times of high utilization, you will be asked to share a lane and circle swim with others of similar skill level and ability.

No children are permitted in the pool except during designated Family Open Swim and without adult supervision. Adults are responsible for the safety of their children when using the pool.

Anyone who wishes to swim in water over his or her head may be asked to pass a swim test.

Extended breath-holding activities are not permitted.

Any person having an infectious/communicable disease or open sores/wounds is prohibited from using the pool.

Spitting, urinating or defecating in the pool is prohibited. Any individual who is not toilet trained or suffers from incontinence must wear a swim diaper.

All swimmers are required to take a shower before entering the pool or whirlpool. Please remove all Band-Aids, tape and other easily removed items.

Proper swimwear is required; swim suits or t-shirts and swim trunks. Aquatic shoes are strongly recommended and are the only footwear permitted in the pool. Workout gear is not allowed in the pool.

No inflatables are allowed except for Coast Guard approved lifejackets or Puddle Jumpers. No running on or diving from the pool deck.

No glass bottles or aluminum cans are allowed in the pool area. Bottled water, sports drinks, or juice in an unbreakable self-contained container is permitted. Alcohol is not permitted. Anyone exhibiting signs of intoxication will be asked to leave the facility.

No food, chewing gum, or tobacco products are permitted in the pool area.

Pushing, wrestling, dunking, splashing, or any other form of horseplay is not permitted.

Do not hang on the lane line.

Please return all pool equipment to the correct storage area after use.

When lifeguards are not provided, persons under the age of 16 must be accompanied by a parent, guardian or other responsible person at least 18 years of age.

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## Group Fitness Classes Rules & Regulations

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### GENERAL

- Group Fitness classes are included in all memberships unless indicated as a specialty program.
- Group Fitness studios have estimated capacities per room as indicated below:

Group Fitness Room	– 45 participants
Cycling Room	– 20 participants
Mind & Body Room	– 20 participants

### POLICIES & SAFETY

- Studio doors open 15 minutes before the start of first class in the morning and/ or afternoon.
- Studio doors close right after a class has begun. No admittance is allowed after the doors have closed and class is in progress.  
*\*For your safety late entries are not allowed, especially when classes require equipment setup.*
- Clean your equipment before returning it to its proper place of storage.
- Personal devices and cellphones are not permitted in any class at any time.
- No food is allowed in the Group Fitness studios. Water and sports drinks are permitted provided they are in a sealable plastic container.
- For safety reasons, personal items and bags are not permitted in the Group Fitness studios.
- Members are strongly encouraged to immediately report any unsafe exercise conditions or malfunctioning equipment to Member Services desk.

### MEMBERS

- Participants must comply with the Group Fitness instructors and enforcement of policies related to safety, programming and exercise techniques.
- Proper athletic attire must be worn all the times. No sandal-type shoes. Please change out of your street shoes and into clean fitness shoes before using our main workout floor and Group Fitness studios. No sport bra-type or other clothing allowing excessive exposure is permitted.

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## Activity Based Childcare (ABC) Rules & Regulations

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### GENERAL

- Children ages 6 weeks to 13 years are eligible for ABC with a valid membership.
- ABC will have a maximum child/staff ratio of 10:1 as mandated by the State of Illinois. We reserve the right to adjust this ratio for the safety of our members in ABC.
- No snacks or drinks, with the exception of water, will be allowed in ABC care or provided by the ABC team.
- Children are able to enjoy ABC for a maximum of 2 ½ per day.
- All membership/guest registration and payment processing must occur at the reception desk prior to utilizing ABC.

### PARENTS

- Parents/legal guardians must remain in the building at all times while their children are in the care of the ABC team.
- Please pick up your child promptly at the 2 ½ hour limit or before closing time of ABC.
- Children can only be dropped off and released to authorized parents/legal guardians as indicating by their membership account.
- Parents will be notified, and must be available to return to ABC, if their child cannot be comforted after a period of 15 minutes.
- Parents will be notified, and must be available to return to ABC, if their child has a wet or soiled diaper or pants. ABC team does not assist with diaper changes.

### SAFETY PRECAUTIONS

- All children are required to disinfect hands prior to entering ABC.
  - Children with an active, contagious illness will not be allowed to utilize ABC. Staff reserves the right to deny entrance into ABC due to signs and symptoms of illness present at check in.
  - After an illness, children need to be fever free for at least 24hours prior to being allowed into ABC.
  - If a child continuously misbehaves in ABC, Management reserves the right to suspend or terminate usage at any time.
  - ABC room is monitored by video surveillance at all times. We reserve the right to review video footage in cooperation with the authorities and in the event of serious allegations which indicate a child's life is in danger.
  - Medications cannot be administered by the ABC team with the exception of an epi-pen in the event of an emergency.
  - Management reserves the right to refuse service to any member who violates any of the rules and regulations or engages in verbal or physical abuse of the ABC team.
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