



# *Wellness Reimbursement FAQ*

**Q: What is the Wellness Reimbursement Program?**

A: The Wellness Reimbursement Program aims to support a healthy lifestyle for Adobe employees and their immediate family members by subsidizing expenses for a variety of eligible wellness activities.

**Q: Who is eligible for Wellness Reimbursement?**

A: All regular Adobe employees are eligible for this benefit. Regular employees include part-time employees who work the minimum hours required to be eligible for benefits. Adobe Interns and Adobe-paid temporary employees are only eligible where legally required. You must be employed by Adobe when eligible expenses are incurred (paid for) and submitted for reimbursement.

**Q: Who is considered an immediate family member?**

A: Your immediate family consists of your spouse/domestic partner/same sex partner and child(ren).

**Q: How much is the benefit?**

A: The annual benefit amount is established in local currency based on the currency exchange rates as of the first Saturday in December prior to a new calendar year. Local benefit amounts may increase or decrease annually based on applicable currency exchange rates. Please refer to the [Global Wellness Reimbursement Program policy](#) for your country benefit amount.

**Q: Why are the benefit amounts for the Wellness Reimbursement Program different in some countries?**

A: Existing market practices in certain regions and countries necessitate differentiation of benefit values.

**Q: How do I submit expenses for reimbursement?**

A: Complete an expense reimbursement claim through your country reimbursement tool and scan and attach your receipt, payments or proof of membership (if applicable). Your receipts and/or proof of payment must show the date you PAID and the eligible wellness activity or product. Please note, handwritten or receipts for "cash" payments are not accepted.

**Q: How and when do I receive my reimbursement?**

A: Reimbursements will be issued through Payroll after you submit all receipts and your claim is fully approved. You will receive your reimbursement depending on your submission and approval dates in accordance with normal pay periods and timelines for your respective country.

**Q: When can I submit for reimbursement?**

A: For one off expenses, file claims as you incur them. For recurring fees (e.g. gym membership) you can submit for the entire year at one time. Be sure to submit all claims prior to the benefit deadline.

**Q: What is the deadline to submit for reimbursement?**

A: Outside of the U.S., the deadline to submit claims is December 30 to count towards your current year limit. You may submit prior year claims in the current calendar year; however, the expense will be applied to your current calendar year benefit limit. For the U.S., claims should be filed by December 30 of the current calendar year. If this deadline is missed, there is a grace period and you may file for reimbursement of the prior year claims until May 31 of the current year to count toward prior year balances. After May 31, claims for the prior year will no longer be accepted for reimbursement.

**Q: Does the wellness reimbursement benefit carry forward from one calendar year to the next?**

A: No, the Wellness Reimbursement Program benefit does not carry forward from one calendar year to the next. If you do not use your Wellness Reimbursement Program benefit by the deadline, you will forfeit any unused amount. For example, outside of the U.S., if you incurred expenses in 2019 but waited until 2020 to submit them, you will be reimbursed from your 2020 benefit.

**Q: What can I claim under this program?**

A: Please refer to the [Global Wellness Reimbursement Program policy](#) for more details.

**Q: I paid a one-time fee for a multi-year gym membership that exceeds my annual benefit value. Can I submit this cost for reimbursement over multiple years?**

A: Yes, you can submit the cost for a multiple-year gym membership over multiple years.

**Q: Can I be reimbursed if I incur expenses outside of my home country?**

A: Yes. Items purchased outside of your home country are eligible for reimbursement as long as a receipt is provided. Note: local currency conversion must be provided in addition to the receipt.

**Q: If I'm a new hire will the benefit amount be prorated?**

A: No, the benefit is not prorated. You are eligible for the full benefit amount if the expense is incurred after your Adobe start date.

**Q: Why is the flu vaccine not covered in the U.S.?**

A: In the U.S., the Wellness Reimbursement Program cannot be used to cover medical expenses. Adobe's medical plans cover 100% of the cost for vaccinations.

**Q: Are other vaccinations covered under the Wellness Reimbursement Program?**

A: No other vaccinations are covered under this program, with one exception. Due to current regional need, [employees in India](#) may reimburse the cost of COVID-19 vaccination through the Wellness Reimbursement Program at this time.

**Q: Why is COVID-19 testing only covered in some countries?**

A: Based on current need, COVID-19 testing has been temporarily approved for wellness reimbursement in some countries. Countries that can receive free tests from the government are not eligible to use wellness reimbursement funds. U.S. employees are not eligible to reimburse testing because the Wellness Reimbursement Program cannot be used to cover medical expenses or supplies there. Adobe's medical plans in the U.S. do [cover the cost of eight at-home COVID-19 tests](#) per covered family member, each month.

**Q: What types of COVID-19 tests are eligible for reimbursement?**

A: Molecular (RT-PCR or OTC) tests or antigen (rapid) tests not covered 100% by health insurance or other means (funded through local governments) are eligible. Tests required for Adobe-related business and travel are not eligible for wellness reimbursement.

**Q: Can I use the Wellness Reimbursement Program to hire a tutor for my kids?**

A: No. The Wellness Reimbursement Program is meant to help with extracurricular activities, hobbies and wellbeing activities and tools to assist with distance learning.

**Q: Why do Korea and Sweden have a different rate?**

A: The rates for Korea and Sweden were established separately due to historical programs in those countries.

**Q: How was the \$600 USD amount determined?**

A: This amount was determined by reviewing our current benefit offering and adjusting to align with other wellness reimbursement programs globally.

**Q: Where can I see more details about Wellness Reimbursement Program?**

A: For more details about the program, refer to the [Global Wellness Reimbursement Program policy](#).

*For more information, visit Inside Adobe > Search: [Wellbeing Programs](#) or [benefits.adobe.com](#) > Search: Wellness Reimbursement Program.*