If you have medical benefits through Montana State University and are interested in using your new MUS_EB medical massage therapy benefits at the Marga Hosaeus Fitness Center, follow these easy steps:

1. Determine if you have a medical symptom that would benefit from medical massage therapy. (This is a self-assessment; no doctor’s note is required.)
2. Make an appointment with one of our therapist and pay in full at the time of booking. Appointments can be booked by calling 406-994-5000 or online through our website http://www.montana.edu/getfit/massage.html.
3. After the massage, you will be given a detailed receipt by the massage therapist. That receipt, along with a Medical Massage Therapy Claim Form, must be turned in to your medical claims administrator (Allegiance, Blue Cross Blue Shield or Pacific Source).
   - The mailing address to submit the claim can be found on the back of your medical identification card.
   - The Medical Massage Therapy Claim Form can be found on the Montana State University homepage under: Faculty & Staff/Employee Resources/Employee Benefits/Benefits News & Resources/Forms.
   - Keep a copy of the completed form and receipt.
4. Be aware that remittance of the Medical Massage Therapy Claim Form is not a guarantee of payment. All claims are subject to review of the service submitted and require that the patient is a covered member at the time of service.
5. If your claim is accepted, you will be reimbursed the allowed amount (minus a $15 copay). You are responsible for the $15 copay and any balance above the allowed amount. (Note: The allowed amount per carrier is proprietary information. However, MSU’s massage rates fall within the allowable range which means that there should be no balance over the $15 copay).
6. You will receive an Explanation of Benefits from your insurance company once the claim is processed. If applicable to you, any out-of-pocket expenses that you paid that are not covered by the insurance company can then be submitted to your Flexible Spending Account.
7. A maximum of 30 massage therapy sessions will be reimbursed per plan year. (The Plan Year is July 1 through June 30.)