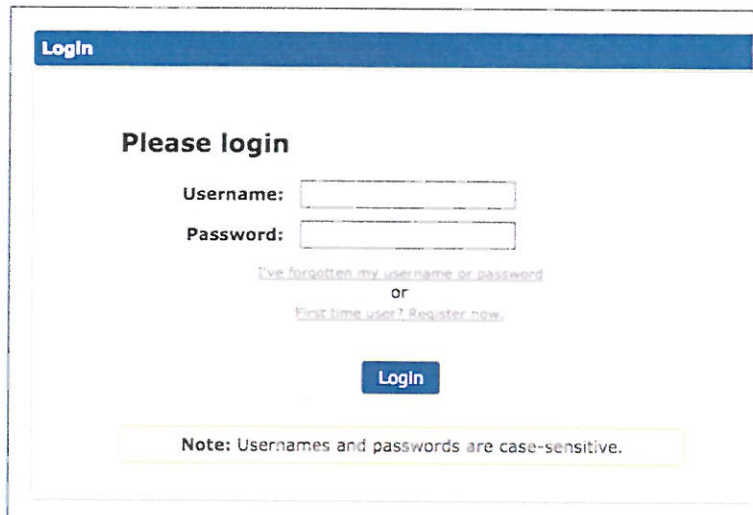


Your Wellness Portal

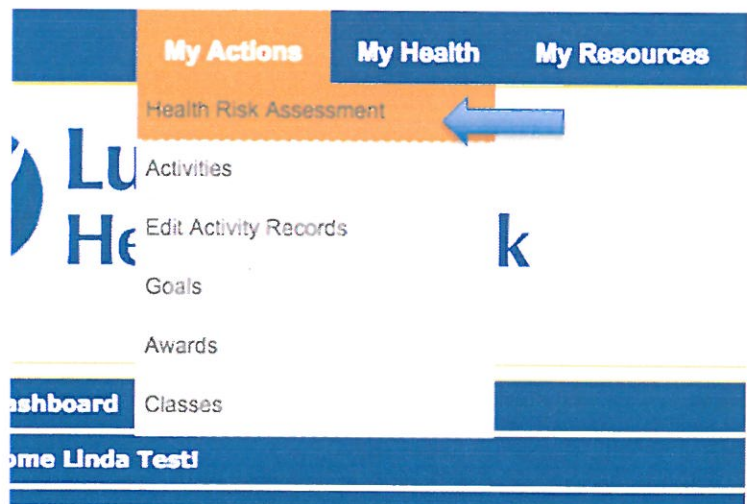
How To Complete The Health Risk Assessment (HRA)

Log in to your wellness portal.



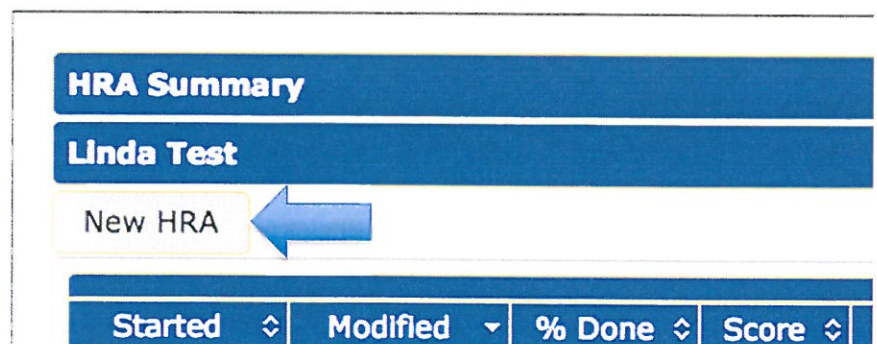
The screenshot shows a login page with a blue header containing the word "Login". Below the header, the text "Please login" is displayed. There are two input fields: "Username:" and "Password:". Below these fields, there are two links: "I've forgotten my username or password" and "First time user? Register now.", separated by the word "or". A blue "Login" button is positioned below the links. At the bottom of the page, a yellow box contains the text: "Note: Usernames and passwords are case-sensitive."

At the top of your dashboard, hover over "My Actions" and then click on "Health Risk Assessment" from the drop down menu.



The screenshot shows a navigation menu with three main categories: "My Actions", "My Health", and "My Resources". Under "My Actions", there is a dropdown menu with the following items: "Health Risk Assessment" (highlighted with a blue arrow), "Activities", "Edit Activity Records", "Goals", "Awards", and "Classes". The dashboard also shows a "Welcome Linda Test!" message.

Now click on the "New HRA" button, which is below your name.



The screenshot shows the "HRA Summary" page for "Linda Test". Below the name, there is a "New HRA" button highlighted with a blue arrow. Below the button, there is a table with the following columns: "Started", "Modified", "% Done", and "Score". Each column has a small dropdown arrow next to it.

On the next screen, fill out the information that the HRA asks you for. Then click on the “Save and Continue” button.

A screenshot of a web browser displaying a health risk assessment form. The form asks for the user's weight in pounds, their Body Mass Index (BMI), whether they are pregnant, and their body type. There are also input fields for waist and hip size. A blue arrow points to the "Save and Continue" button at the bottom of the form. The footer contains contact information for Complete Wellness Solutions, LLC.

After you've answered the questions about your height, weight, and body type, and clicked through to the next dialogue, you'll be asked a set of questions about your overall health.

Once you've filled this out, click on the “Save and Continue” button.

A screenshot of a web browser displaying a health risk assessment form. The form asks for the user's total cholesterol, whether they have ever been diagnosed with diabetes, whether they have ever had a heart attack or stroke, and whether they have ever been diagnosed with cancer. A blue arrow points to the "Save and Continue" button at the bottom of the form. The footer contains contact information for Complete Wellness Solutions, LLC.

In the next four forms, you'll be asked about your lifestyle, relationships, fitness, and nutrition. Complete each and then click on the “Save and Continue” button.


Once you've completed the final set of questions about nutrition and clicked the “Save and Continue” button, you'll be presented with a dialogue congratulating you on finishing your HRA.

If you wish to learn more about your current health status and how to improve it, you can click the “View HRA Report” button.

A screenshot of a web browser displaying the completion screen for a Health Risk Assessment. The user is identified as Linda Teast. The screen congratulates her on finishing the HRA and provides a score of 0 out of 100. It lists two questions that were not answered: "What is your blood pressure?" and "What is your total cholesterol?". A blue arrow points to the "View HRA Report" button. The footer contains contact information for Complete Wellness Solutions, LLC.

The HRA doesn't have to be completed in one sitting. If, at any time, you'd like to take a break, you can click on the "Save and Quit" button.

To continue filling out your HRA in the future, simply navigate to "My Actions > Health Risk Assessment" and then click on "Edit."

Started	Modified	% Done	Score	
08/11/2015	08/11/2015	1%		 Edit View Report
07/16/2015	07/16/2015	0%	0	Edit View Report

When you're finished, you can click the "My Dashboard" button on the top right of the page to return to your dashboard.



Lutheran