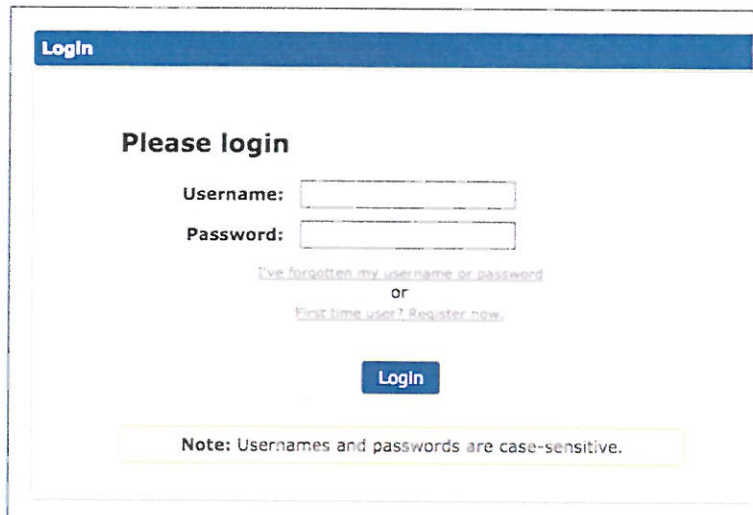


# Your Wellness Portal

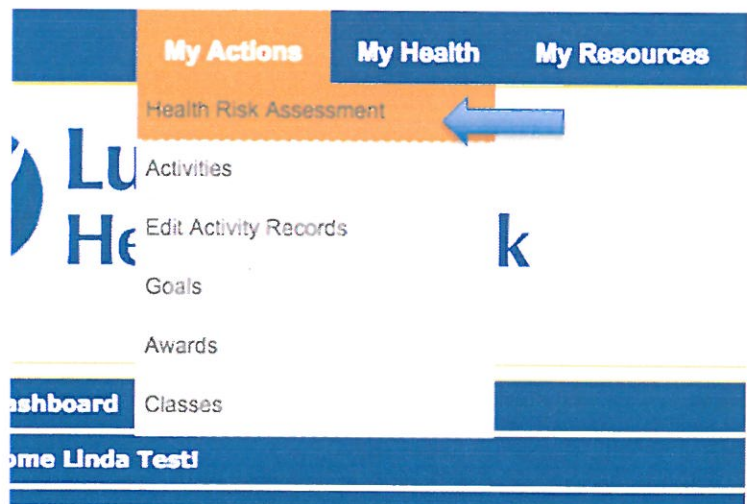
## How To Complete The Health Risk Assessment (HRA)

Log in to your wellness portal.



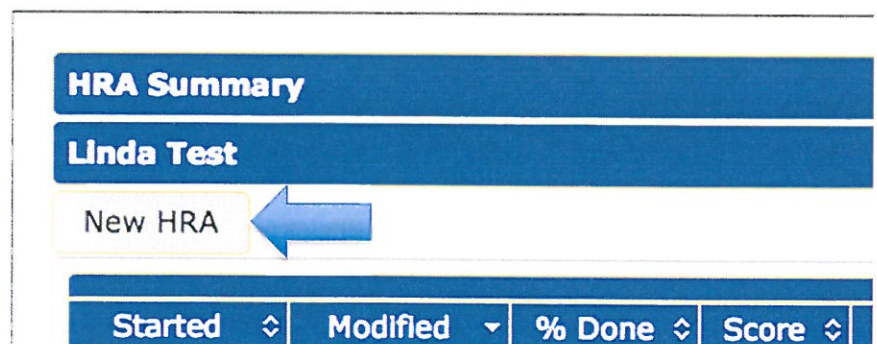
The screenshot shows a login page with a blue header containing the word "Login". Below the header, the text "Please login" is displayed. There are two input fields: "Username:" and "Password:". Below these fields, there are two links: "I've forgotten my username or password" and "First time user? Register 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 an orange background and a blue arrow pointing to it), "Activities", "Edit Activity Records", "Goals", "Awards", and "Classes". The "My Health" and "My Resources" categories are currently empty.

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



The screenshot shows the "HRA Summary" page. At the top, there is a blue header with the text "HRA Summary". Below this, there is a blue header with the name "Linda Test". Underneath the name, there is a yellow box containing the text "New HRA" with a blue arrow pointing to it. At the bottom of the page, there is a table with four 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 (HRA) form. The form is titled "What is your weight?" and includes a text input field for weight in pounds. Below this, it asks for "Your Body Mass Index (BMI)" with a question mark icon. The next question is "Are you pregnant?" with radio button options for "Yes", "No", and "Not Sure". The final question is "What is your body type?" with radio button options for "Apple", "Pear", and "Avocado". To the right of these options, there is a section for "Or provide your waist size and hip size" with two text input fields and a note: "We will then calculate your body type for you." At the bottom of the form, there is a "Save and Continue" button and a "Cancel" button. A blue arrow points to the "Save and Continue" button. The footer of the page 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 the next HRA form. It asks "What is your total cholesterol?" with radio button options for "High/L", "I don't know", "No", "Yes, Type I", "Yes, Type II (controlled by diet, medication, or insulin)", "Yes, Type II (not currently controlled)", and "Borderline". The next question is "Have you ever been diagnosed with diabetes?" with radio button options for "No", "Yes, Type I", "Yes, Type II (controlled by diet, medication, or insulin)", "Yes, Type II (not currently controlled)", and "Borderline". The third question is "Have you ever had a heart attack or stroke?" with radio button options for "No" and "Yes". The final question is "Have you ever been diagnosed with cancer?" with radio button options for "No", "Yes, undergoing treatment", "Yes, less than 5 years in remission", and "Yes, over 5 years in remission". At the bottom, there are "Save and Continue" and "Cancel" buttons. A blue arrow points to the "Save and Continue" button. 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 "HRA Completed" confirmation screen. The user is identified as "Linda Teast". The screen says "Congratulations, Linda!" and "You have successfully finished your Health Risk Assessment!". It provides a summary of the assessment: "Please review the following information about your HRA. You may go back and modify this HRA at anytime." The summary includes: "Your score was 0 out of 100 on this HRA" and "You responded to 1 question but you did not provide answers to the following questions: What is your blood pressure? What is your total cholesterol?". A note states: "We encourage you to answer all the questions in the HRA in order to provide you with the most accurate snapshot of your current health." At the bottom, there are four buttons: "View HRA Report", "Finish", "View HRA Answers", "Edit this HRA", and "Go to Dashboard". 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%		 <a href="#">Edit</a> <a href="#">View Report</a>
07/16/2015	07/16/2015	0%	0	<a href="#">Edit</a> <a href="#">View Report</a>

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



**Lutheran**