WELLNESS ASSESSMENT
INSTRUCTIONS

TAKE A BIG STEP TOWARD BETTER HEALTH IN 2018!
Health Options has partnered with Wellsource to provide Members with self-assessment tools to support your ongoing health and wellness. The Wellness Assessment (WellSuite® IV) is quick and easy to use. It adapts to your answers. You only get asked about things that have to do with your lifestyle. In no more than 15 minutes you will see how your habits impact your health both today and in the future.

The Wellness Assessment asks about:

- What you eat
- How active you are
- How you feel
- And more

The report at the end will show you some of the things you can do to stay well. Often, it takes just a few simple changes to your daily habits.
STEP 1: LOG INTO THE WELLNESS ASSESSMENT

When you first come to the member portal dashboard, select "Health Options Wellness Assessment"
STEP 2: SET UP YOUR PASSWORD

Input your Member ID as your username and "BetterHealth01" as the initial password.

You will be prompted to create your unique password prior to starting the Wellness Assessment.
STEP 3: STARTING YOUR WELLNESS ASSESSMENT

Read the Terms of Use and click on “I Agree” or “I Do Not Agree.”

I have read these Terms. I know what they mean. I know they may change at any time. If they change, I will have a chance to read them and accept or reject them. I also confirm that I am at least 18 years old.
STEP 3 (CONT’D)

- Once you have agreed to the Terms of Use, you will be automatically directed to the home page.
STEP 4: COMPLETE YOUR PROFILE

You can look at and update your profile at any time - just click or tap (touch screens) the Profile link in the menu pancake. You’ll find it on the upper right-hand side of the screen.

Your profile gives you the chance to tell people what language you like to speak and other info. You can change your profile at any time. If you do change anything, please click “Let’s get started!” to save your change.
STEP 4: CONT’D

You will be directed to the Homepage. To start the Wellness Assessment click on CONTINUE
STEP 5: GETTING STARTED

The Wellness Assessment will display a male or female photo to confirm your sex.
The headers appear near the top of the Wellness Assessment. You can answer the sections in any order you wish. But, you’ll need to answer all the questions to finish the assessment.

- **Me** – How you feel.
- **My Health** – Your health and health test numbers. You will be asked for your blood pressure, height, weight, and blood values (like blood sugar). It’s a good idea to have them on hand before you start. If you do not know them, then skip this section. You’ll be asked if your numbers are normal or high.
- **My Nutrition** – Your normal eating habits during the day and week.
- **My Activities** – How active you are.

You can click or tap on the answer. No need to press “Enter.” Your answers are auto-saved as you go through the Wellness Assessment.
Help Text can give you more details, such as what we mean by a healthy breakfast or a “sick day.” Click or tap on the question mark icon for help.

Need to Quit before You’re Done?

Don’t worry. We remember where you left off. Next time you log in, you’ll be reminded of how far you’ve come. Just click “CONTINUE” to complete the Wellness Assessment.
Once you are done with the Wellness Assessment, click FINISH. If you skipped any required questions, you will be prompted to answer them.

- Click OK. You will be taken to the first skipped question.
- When all questions are answered, click FINISH
- After a few seconds your **Personal Report** will appear.

You will be taken to the first skipped question. After you answer, click “Next.”

When you have answered all the questions, click “Finish.”
ABOUT YOUR PERSONAL REPORT

Your report highlights where you are doing well and where you have opportunities for improving your health and wellbeing.

Use the help icon to learn more about each section, such as your health age.
ABOUT YOUR PERSONAL REPORT

The report uses Red, Yellow, and Green to show how you are doing. If you have taken the Wellness Assessment before, your last score will be in gray. Click or tap on a topic to learn how more about your score.
ABOUT YOUR PERSONAL REPORT

Each card shows your score and a goal

<table>
<thead>
<tr>
<th>HEALTH AND WELLNESS</th>
<th>YOUR HEALTH NUMBERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEART</td>
<td>48</td>
</tr>
<tr>
<td>DIABETES</td>
<td>51</td>
</tr>
<tr>
<td>CANCER</td>
<td>62</td>
</tr>
<tr>
<td>WEIGHT</td>
<td>51</td>
</tr>
<tr>
<td>FOOD</td>
<td>60</td>
</tr>
<tr>
<td>FITNESS</td>
<td>56</td>
</tr>
<tr>
<td>MENTAL</td>
<td>61</td>
</tr>
<tr>
<td>MEDICAL CARE</td>
<td>45</td>
</tr>
</tbody>
</table>

**Fitness**

- **Exercise**
  - You: 132 min/wk
  - Goal: 150+ min/wk
  - Why is this so important? Be active each day. Choose things that make you breathe heavier than normal. This can lower your risk of disease – like stroke, high blood sugar, and cancer. You’ll feel better and be happier.
  - Minutes of “hard” exercise count twice as much.

- **Weight**
  - You: 75 lbs
  - Goal: 106-148 lbs

- **Resting Heart Rate**
  - You: Unknown
  - Goal: <58 bpm

- **Sitting**
  - You: 8+ hrs / day
  - Goal: <8 hrs / day

- **Percent Body Fat**
  - You: unknown
  - Goal: <24.7
ABOUT YOUR PERSONAL REPORT

The back of the card provides a few suggestions to improving your score. To read the back, click or tap on the card. To read the “science” behind the advice, click on

Click or tap the card to flip back to the front. Take time to read more about each topic by clicking on the links.
When you have read your report, click the Home icon at the top right of the Personal Report.

This will take you back to the WellSuite® Home page, where you can:

- View a Physician Summary Report
- Review your Personal Report
- View reports from prior years (if you’ve taken the WellSuite® IV HRA before)

Click VIEW PREVIOUS YEARS to review any reports from prior years.

Use the arrows to scroll through all years. Click HIDE PREVIOUS YEARS to hide the expanded view.
EDITING YOUR WELLNESS ASSESSMENT

You may be able to edit your Wellness Assessment. To do this, click on “Edit Assessment” on your home page.