

Health Risk Assessment

Online Instructions

FY [ghyf'zcf' < YUH 5a Yf]WUA miCb'jb'YGYfj JWg'

1. Log on to <https://member.cvty.com>.
2. Register for the confidential Coventry My Online Services. If you have already registered, sign in and proceed to the next step — **5 WWygg'Mci f'DYfgcbU' < YUH 'F]g_ '5 ggYgga Ybh'**
3. Click on the **FY [ghyf' Bck** link at the bottom of the screen.
 - Enter your %&X][]h< YUH 5a Yf]WU'cf' < YUH 5ggi fUbW' a Ya VYf' -8 'bi a VYf' on your insurance card' (leave all dashes, spaces, and special characters out; numeric values only).
 - Enter your \ ca Ynjd' WtXY.
 - Enter your XUH'cZV]fh in the following format: mm/dd/yy.
 - Enter your Ya Uj' UXXfYgg. You must enter an email address to proceed, but it does not need to be valid.
 - Read the User Agreement, check that you have read it.
 - You will have the opportunity to create your own unique User Name and password. Both of these are made-up by you. Please write them here to help you remember.

@ []b' -8. _____ DUggk cfX. _____

- Select a Secret Question and complete the answer. This will be used in the event that you forget your password.

5 WWygg'Mci f'DYfgcbU' < YUH 'F]g_ '5 ggYgga Ybh'

1. From your personal My Online Services page you can access the Health Risk Assessment two ways.
 - You can click on the Wellness Tools and then select Health Risk Assessment from the drop down menu.
 - From the Health Risk Assessment box on your personal page, click on the ACCESS YOUR PERSONAL HEALTH RISK ASSESSMENT TODAY! link to access the HRA.
2. Confirm that you wish to leave this site. Click CONTINUE to transfer to the WellBeing Solutions site. Please note that your My Online Services page will remain open while you are completing your HRA.
3. Read the Terms and Conditions for the Disclosure of Your Personal Health Information. Please note, that you must choose ACCEPT if you wish to receive incentives offered through your employer to complete the HRA. You are able to access the HRA and wellness tools if you choose DECLINE.

7 ca d'Yh'Mci f'Gi WWyX'DYfgcbU' < YUH 'F]g_ '5 ggYgga Ybh'

1. Answer all required questions throughout the Succeed questionnaire to ensure an accurate report.
2. When you are finished, you will have the opportunity to view and print your personal Health Summary and Action Steps.
3. Once you have completed your session, remember to click on the '@; CI H' button on the upper right side of the screen. Close the browser by clicking on the X in the upper right hand corner and then click the '@; CI H' button on your HealthAmerica My Online Services page.

@ [[]b['6 UW']b'hc' K Y'6 Y]b['Gc'i H]cbg'

To log back in once you have registered, use the User Name and Password that you created to access your Succeed Health Summary, Action Steps, Digital Coaching programs and other wellness tools. You may log back in at any time to view your answers and view or print your Health Summary or Action Steps.

If you have any problems while logging in to My Online Services please contact us by phone at 1-866-210-4569 or email at Netsupport2@cvty.com, Monday through Friday 8:00 a.m. to 6:00 p.m. Eastern for assistance.

All information in the assessment and your health summary is confidential. Your employer will never see your individual results. No data from the assessment is ever linked to your name or member ID number in employer reports. HealthAmerica's health education staff may contact you directly (and confidentially) to help you make healthier choices. Accepting that advice is completely voluntary. You may also opt out of any future communications.