

InHealth Dashboard™



User Instructions

Accessing Your InHealth Dashboard™

Go to www.interrahealth.com and enter your Participant ID, password, and Company ID. Please refer to your program handout if you have questions regarding your login credentials.



Features

The InHealth Grade™

InHealth Grades™ are a scoring tool used in conjunction with the biometric score. Assigning a grade will help a participant easily identify the status of their health.

My To Do List

The *My To Do List* feature will track program requirements to help participants ensure they meet the incentive requirements for their employer's wellness program.

Navigating Your Dashboard

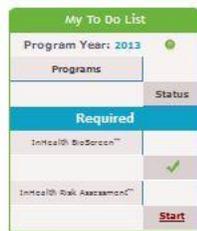
From your dashboard you can view the message board for new announcements and upcoming appointments, and track necessary program requirement through the *My To Do List* feature. Use the program icons at the top of your dashboard to navigate through Interra Health's available program tools.

- **Profile** – Update personal information & change your password.
- **Questionnaire** – Take the InHealth Risk Assessment™
- **Schedule** – Schedule BioScreen, report consult & health coaching appointments.
- **Points** – View your earned program points and current incentive level.
- **Forms** – Download wellness program documents.



Taking the InHealth Risk Assessment™

1. There are two ways to begin the InHealth Risk Assessment™. You can either click the **Start** link from your *My To Do List*, located on the left side of your screen, or, you can click the **Questionnaire** icon located at the top of your InHealth Dashboard™.

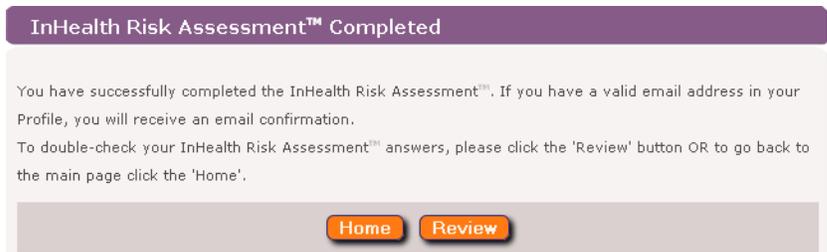


2. Once you click either the **Start** link or **Questionnaire** icon, the Interra Health Authorization, Consent & HIPAA Privacy Notice will appear. You must select **I agree** and then the **Submit** button in order to proceed with completing the HRA.

3. Select an answer for each question, and then click the orange **Save & Proceed** button at the bottom of the screen to continue on to the next set of questions.



4. Once you have answered all the questions in the HRA, you will reach a confirmation screen. Participants who have a valid email address in their profile will receive a confirmation email. If you do not reach the confirmation screen, you have not successfully completed the InHealth Risk Assessment™.



To ensure you receive a confirmation email, please confirm you have a valid email address recorded in your profile with Interra Health.



To update your profile, click the **Profile** icon at the top of your dashboard, and update the fields accordingly. Click the **Save** button at the bottom of your screen once you have updated your profile information.

Scheduling an InHealth BioScreen™ Appointment with Interra Health

1. To schedule an appointment with Interra Health, click the **Schedule** icon at the top of your dashboard.
2. Using the **Select Appointment Type** box, select the type of appointment you would like to schedule and then click the green **Next** button.



3. You can select a single location to narrow available appointments by location, or click the “here” link to view all available appointments.

4. Dates that have available appointments will be labeled **Open** in green text on the calendar. Use the **Click to Schedule** link to access the available appointments for that day.
5. Select the desired appointment time, and then click the orange **Save** button at the bottom of the screen to save your appointment.

InHealth BioScreen™ Appointment Calendar

Choose Screen Location

- [1615 Grebby St., Delavan, WI](#)
- [29200 Northwestern Highway Suite 250, Southfield, MI](#)
- [350 Industrial Dr., Richland Center, WI](#)
- [63095 Vineyard Rd., Prairie du Chien, WI](#)

InHealth BioScreen™

Nov Dec Jan Feb Mar Apr May Jun Jul Aug Sep Oct

November 2010

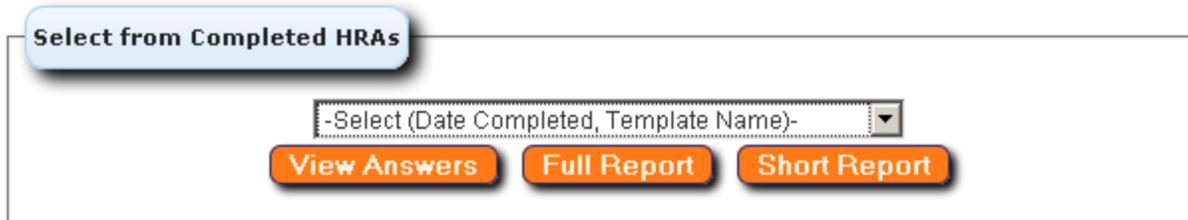
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Week
	1	2	3	4	5	6	
7	8 Open Click to Schedule	9 Open Click to Schedule					

THURSDAY, NOVEMBER 04, 2010
4300 E. 49th Street, Cuyahog Heights, OH
Screen Location: Charter Steel-Cleveland

Location	Time	Status	Select
Charter Steel-Cleveland	03:00 pm	Booked	
Charter Steel-Cleveland	03:00 pm	Booked	
Charter Steel-Cleveland	03:10 pm	Booked	
Charter Steel-Cleveland	03:10 pm	Booked	
Charter Steel-Cleveland	03:20 pm	Booked	
Charter Steel-Cleveland	03:20 pm	Booked	
Charter Steel-Cleveland	03:40 pm	Booked	
Charter Steel-Cleveland	03:40 pm	Booked	
Charter Steel-Cleveland	03:50 pm	Booked	
Charter Steel-Cleveland	04:10 pm	Booked	
Charter Steel-Cleveland	04:10 pm	Booked	
Charter Steel-Cleveland	04:20 pm	Open	
Charter Steel-Cleveland	04:20 pm	Open	
Charter Steel-Cleveland	09:00 pm	Booked	
Charter Steel-Cleveland	09:00 pm	Booked	
Charter Steel-Cleveland	09:10 pm	Booked	
Charter Steel-Cleveland	09:10 pm	Booked	
Charter Steel-Cleveland	09:20 pm	Booked	
Charter Steel-Cleveland	09:20 pm	Booked	
Charter Steel-Cleveland	09:40 pm	Booked	
Charter Steel-Cleveland	09:40 pm	Booked	
Charter Steel-Cleveland	09:50 pm	Booked	

Viewing Your Individual Risk Report

1. To view your current and previous Individual Risk Reports, click the **Reports** icon at the top of your dashboard.
2. Select the desired program year from the drop-down menu.



The screenshot shows a user interface for viewing Individual Risk Reports. At the top, there is a blue button labeled "Select from Completed HRAs". Below this is a dropdown menu with the text "-Select (Date Completed, Template Name)-" and a downward arrow. Underneath the dropdown are three orange buttons: "View Answers", "Full Report", and "Short Report".

Selecting Your Report Type

View Answers – select the View Answers button if you wish to view only your answers from the InHealth Risk Assessment™.

Full Report – select the Full Report button if you wish to view a comprehensive report detailing your HRA and biometric scores.

Short Report – select the Short Report button if you wish to view a summary report of your HRA and biometric scores.