

Quick Start Guide

Ozaukee County is pleased to make the PopSpring Wellness program available to you this year! Follow the below instructions to register your member portal and complete your Health Risk Assessment. **Please note: The Health Risk Assessment will be available for completion starting January 8, 2016 and must be completed by March 31, 2016 in order to qualify for the wellness incentive.** In addition, you will also have to complete a Tobacco Affidavit that will be access through your message wall. **See below to get started!**

Step 1:

Register online for portal access:

Please register for the online wellness portal.

1. Go to <https://popspring.p2phc.com/logon>.
2. Click on "Click to Register".

Registration

First Name:

Last Name:

Date of Birth (mm/dd/yyyy):

ID Number*:

* Where to find your ID Number:

Member Login

English (United States) ▾

3. Your registration ID is printed on your Welcome Letter or you can click "Request ID number" if you can't find it.

Step 2:

Once you have successfully registered your account, you will see a welcome page where you can view your information and resources. From the "My Dashboard" tab, you will see a link that says "Take Your HRA Now". Click this link.

Recent Conversations:

Ask a Question	2/26/2015
Biometric Lab Results	2/1/2015
<input type="button" value="Take Your HRA Now"/>	2/1/2015

Step 3:

You will be taken to a new page on your Message Wall that lists various activities that you can complete. Find the tile "Take Your HRA Now" and click on "Activities Completed".

Take Your HRA Now 01/05/2015

0% Activities Completed

Have questions? Call a Wellness Navigator for assistance at 855-699-4445

M-F 7:00am-1:00am CST & Sat 8:00am-5:00pm CST

Ozaukee County Health and Wellness Program

2016

Step 4:

1. A pop up box will appear that walks you through a series of questions regarding how you perceive your health. Scroll down through the list of questions and select "Next" to take you through the phases of the HRA.

2. Once you have completed all of the steps, you may then select "Next" to view your summary report and finalize your HRA completion.

Take Your HRA Now Task 1 | The Basics

Baseline 1
Confidence
Results
Receive Paper HRA

82% Complete!

Welcome to the Health Risk Assessment!

The HRA is a survey about your health, lifestyle, healthcare, and your thoughts about becoming healthier.

0% Complete!

What is your current age?
Are you...?
Height
Weight (pounds - please enter a whole number)
How would you describe your blood pressure?
Please enter your blood pressure, if you know it
During the past year, how many times have you used recreational / illicit / prescription drugs not recommended for you by your doctor?
Never

Congratulations...You've completed your HRA!
Click 'Next' and we'll create your summary report.

Back Next

Next

A detailed comprehensive report will be provided to you once you have completed your HRA and PopSpring has received your biometric testing results. An email will be sent to the account you registered with to notify you when the report is available. We encourage you to use this report during a health coaching session to review results and know your numbers.

Step 5:

Once the HRA is finished, then select the Tobacco Affidavit to read, sign, and submit.

Tobacco Affidavit 01/05/2015

0% Activities Completed Continue

Next

Cash Incentive!

To qualify for the cash incentive, health plan employees and spouses of Ozaukee County are required to complete the HRA, biometric testing, and tobacco affidavit by March 31, 2016. **Please note:** Ongoing program involvement will be required throughout the year to earn the cash incentive. Please watch for future communications that will outline the details of quarterly requirements.

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