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# Accessing the Wellness Portal

#### Accessing the Wellness Portal Using a Computer or Mobile Browser

- Visit the wellness portal at the URL specific to your program. For example, my.bravowell.com/yourcompanyname. If you are unsure of your portal URL, visit my.bravowell.com/find-group-url and enter your email address.
- 2. If you've participated in the program before, sign in with your email and password. Use the "forgot password?" link if needed.
- 3. If you have not participated in the program before, you will need to start by creating an account.

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Here we go! W	/elcome back!
Here we go! W	/elcome back!
Now here? Create an account to get started	Ve met were stemped in
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Create an Account	ail
$\stackrel{\text{Pass}}{\longrightarrow}$ Northeast	ssword
Coffee Co.	Ø
	Let's Go
Forge Troub	ot password? ble signing in? Contact us for help.

#### Navigating the Wellness Portal

#### 1. Wellness Checklist

- → When you sign in for the first time, you will be asked to confirm your personal information. Each time after that, you will be taken directly to your wellness checklist.
- → Your wellness checklist helps keep you on track. It outlines what tasks need to be completed, by when, and how much they are worth. By expanding each task, you will find more information and instruction on how to achieve it.

#### 2. Rewards Summary

- → Review what you have earned so far and how you got there.
- $\rightarrow~$  Go back to your wellness checklist to see what's left on your list.

#### 3. Health Data

- $\rightarrow\,$  Review and download your results.
- → You can filter by the different types of health data collected to see how you did in a specific area.

#### 4. Resources

- → Review and use available resources. Follow the prompts to access the tools.
- $\rightarrow\,$  Find answers to frequently asked questions by reading through the FAQ document.
- → Tip: Some of these resources may be part of your program. Refer to your wellness checklist for more information.

#### (Information continues on the next page.)



Wellness Checklist

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Let's take a close Go to your wellness che	<b>er look at your re</b> cklist to see what's on yo	wards! our list.					
Rewards Summary	Earn up to \$1,000 on your and	nual medical premium.		-			
	You must complete the required task to unlock your rewards.						
\$75	Completed	Date	Reward	1			
Out of \$1,000.00	Health Assessment	2/15/2023	\$50.00				
	Dental Exam	2/15/2023	\$25.00				

#### **Rewards Summary**

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	Let's take a close Go to your wellness che	er look at your acklist to see more de	<b>results fo</b> tailed informat	r Chris		
	Start Timeframe	Measure	Result	National Standard	Date	
	malyyyy	Wellsource cancer prevention score	73.0		2/16/2023	
	End Timeframe	Wellsource diabetes prevention score	86.0		2/16/2023	
	Clear All Filters	Wellsource fitness score	89.0		2/16/2023	
	Download results	Wellsource health age	55.8 years		2/16/2023	
		Wellsource heart health score	85.0		2/16/2023	
		Wellsource mental health score	62.0		2/16/2023	

#### **Health Data**



Resources

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#### 5. Upload Forms

- → Click Upload Forms to submit and check the status of your forms.
- → Attach or drag your completed form into the designated area and click Submit.
- $\rightarrow$  A few things to keep in mind:
  - You will be prompted to download appropriate forms on the wellness checklist.
  - Submit one file at a time.
  - Make sure your form is dated and contains the correct signatures before you submit.
  - Make sure your file format is a PNG, JPG, PDF or HEIC.
  - You will receive an email after you submit your form. Form processing typically takes 5-7 business days after we receive it. You will receive an email again when the status changes.

#### 6. Contact Us

→ If you have additional questions about your program or run into an issue along the way, we are here to help!

**Visit my.bravowell.com/contact-us** to send us a message or call toll-free at 844.925.2782.

bravo	Wellness Checklist Rewards Summary Health Data 🍷 🛧
	Hello Chris! Earn rewards while improving your health.
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bravo	Witness Checkin Hi, Chris
	Hello Chrisi Earn rewards while improving your
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brave	Weitersa Direction Bewordt Burnnory Health Data 👻 🖈 Submit and check the status of your forms. Need to download a form? Visit your <u>weilness checklist</u> .
biavo	Wellewick Bewords Summory Health Dos 🔮 🏠
blavo	Weises Direction     Records Summory     Health Data <ul> <li>Records Summory</li> <li>Records Summory</li></ul>
blavo	Network Summary Real Concerns  Submit and check the status of your forms.  Need to download a form? Visit your wellness checklist.  See when you submitted your form and track its status:            Data logication         Filename         Data logication         Data logication <thdata logication<="" th="">         Data logication</thdata>
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### A Few More Tips

- → You could see an error message for several reasons. Read through the notice on screen and if you still have questions, contact us for help.
- → Do not be alarmed if an activity does not show as "complete" right away. It can take some time for the portal to display certain results. If a deadline is approaching, but your completion status still is not displaying correctly, you can contact us to confirm your completion status.
- → If you are not able to participate or meet the goals of your program, the Bravo team can work with you and your doctor to find an alternative way to earn the reward. Learn more about alternatives by going to your wellness checklist and downloading the alternatives form. Read through the instructions outlined on the first page.

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