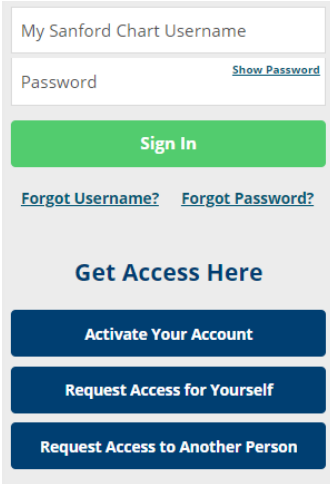


Step by step – Sanford Wellness Portal

1. Go to: www.mysanfordchart.org
2. Either Sign In (current user) or Request Access for Yourself (new user) or Activate Your Account (finished the 3 day wait period and have your code via mail or email)



My Sanford Chart Username

Password [Show Password](#)

Sign In

[Forgot Username?](#) [Forgot Password?](#)

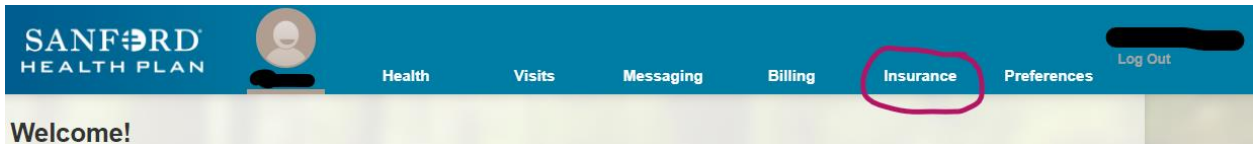
Get Access Here

Activate Your Account

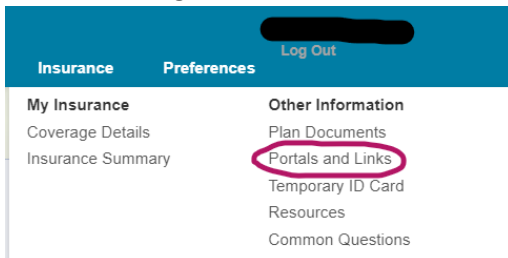
Request Access for Yourself

Request Access to Another Person

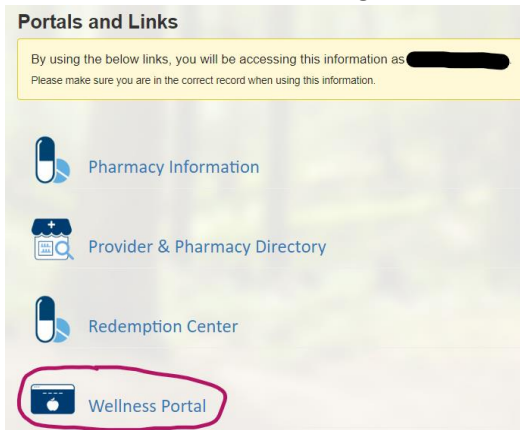
3. After signing in, you have access to your Sanford Health Plan information. To find the Wellness Portal, hover over the Insurance Tab:



4. While hovering over the Insurance Tab, click on Portals and Links:



5. You will then see the following links, click on the Wellness Portal:



6. If you have already created your Wellness Portal, it will take you to your Dashboard. If not, you will need to register. Follow steps below:

a. Read and click “I agree” to the Non-Discrimination Act:

GENETIC INFORMATION NON-DISCRIMINATION ACT

The Wellness Program provided by StayWell (“Program”) is a voluntary wellness program administered per the Genetic Information Nondiscrimination Act (“GINA”) and other applicable law.

If you participate in the Program, you will be asked to complete a voluntary health risk assessment, which requests certain information, including whether you have ever had certain medical conditions, diseases or disorders (“Protected Information”). The Program uses Protected Information to help you understand potential health risks and to offer disease management programs, coaching and other services.

The Program safeguards the privacy and security of any Protected Information you provide consistent with applicable law. Protected Information may be disclosed to you and any licensed health care professionals or board certified genetic counselors to provide you with Program services and will not be sold, exchanged, transferred or otherwise disclosed, except as permitted by law to carry out Program-related activities. You will not be asked to waive the confidentiality of this information as a condition of participating in the Program or receiving any incentive. Except as permitted by law, no Protected Information will be used in making any employment decision and such information will be disclosed to your employer only in aggregate terms that do not disclose your specific identity.

I authorize the Program to use and disclose my Protected Information as described above.

I AGREE

b. Scroll through, read and click “I agree” to the Privacy Policy:

PRIVACY POLICY

Welcome to the StayWell Privacy Policy (the “Privacy Policy”). Protecting your privacy is important, and The StayWell Company, LLC (“StayWell”, “we”, “us”, “our”) is committed to clearly explaining how we treat your Information.

This Privacy Policy explains how we collect, use, share, and protect your Personal Information and Personal Health Information (as those terms are defined below in the section titled “The Information and How We Collect It”) (collectively “Information”) when you visit our websites, portals and/or portal-related mobile applications (such mobile applications collectively referred to hereinafter as the “App”) (together with the programs offered through or facilitated by such sites, portals, and App, the “StayWell Services”). Please read this Privacy Policy carefully and be aware that by accessing the StayWell Services and clicking “agree,” “accept,” or the equivalent, you agree that you have read this Privacy Policy and that you accept and, where applicable, consent to the privacy practices described here.

Yardley, PA 19067

Use of the StayWell Services is subject to the Terms of Use found on the “My Account” page of the portal or to the separate terms of use found on the App and/or staywell.com.

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Revised December 9, 2019

I AGREE

c. You will need to take your Health Assessment next (you do have the option to take later). This takes around 15-20 minutes and earns you 5,000 points:

HEALTH ASSESSMENT

.....

StayWell’s Health Assessment is intended to help you develop a prevention plan to improve your health status and delay the onset of disease known to be caused by your self-reported behavioral risks or current health status.

Measurement System:

- US
- Metric

BEGIN HEALTH ASSESSMENT

d. After you finish the Health Assessment, you will see your personalized results:

My Results

Date Range December 31, 2019 - December 30, 2020

Below you will find areas of concern as well as recommendations to develop a personalized plan to help improve your health and prevent the onset of potential diseases.

Scroll below to see your health stats, disease risk, and recommendations for each category on how to improve your health.

[PRINT](#)

Overall Health

General Health

Low Risk Medium Risk High Risk

[VIEW DETAILS](#)

Diet

Low Risk Medium Risk High Risk

[VIEW DETAILS](#)

e. Click “DONE” or the right arrow and you will be taken to your Dashboard:

SANFORD HEALTH PLAN

[DASHBOARD](#) [MY INCENTIVE](#) [SESSIONS](#) [VITALS](#) [CHALLENGES](#) [MY TEAM](#) [MY COMMUNITY](#) [RESOURCES](#)

7. To see all the capabilities of the Dakota Wellness Program Wellness Portal, here is a link to their brochure: <https://ndpers.nd.gov/image/cache/dakota-wellness-brochure.pdf>
8. Don't forget to check out the “My Incentive” tab for earning points.
9. You can access all the features on the online platform in the MyStayWell app:



10. Check out Sanford's video for more information: <https://bit.ly/2QFwhxl>