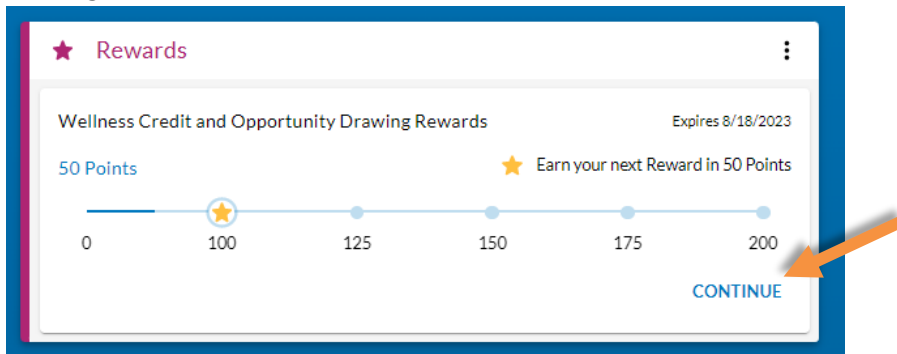


How to Download the Dental and Vision Certification Forms

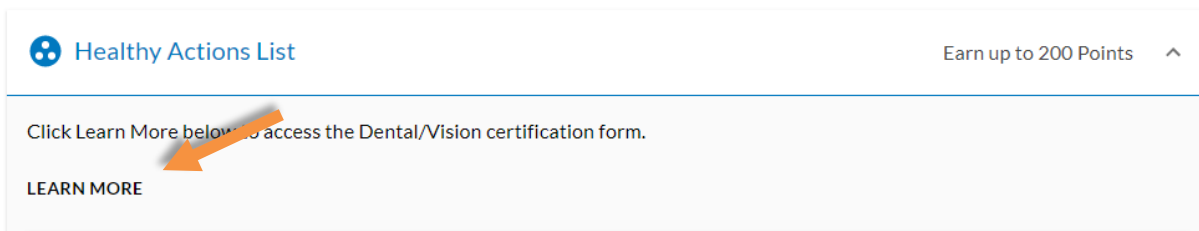
1. Log into the Your Pathway to Wellness portal [My Health \(webmdhealth.com\)](http://webmdhealth.com)
2. Navigate to Rewards from the Home page by clicking on the Reward Tile on the My Health home page and click "Continue":



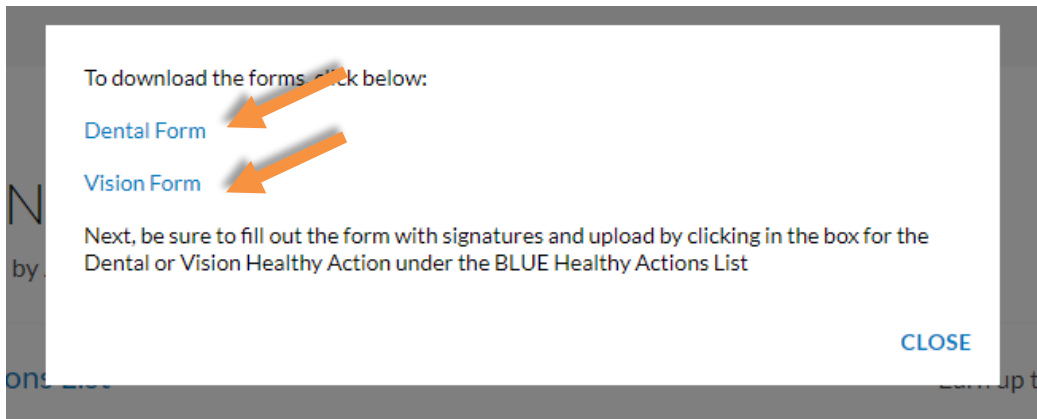
3. Scroll down the page to the Healthy Actions list under Earn Points. Click on the "Learn More" button just below the BLUE Healthy Actions List header here:

EARN POINTS

Complete the following by August 18, 2023.



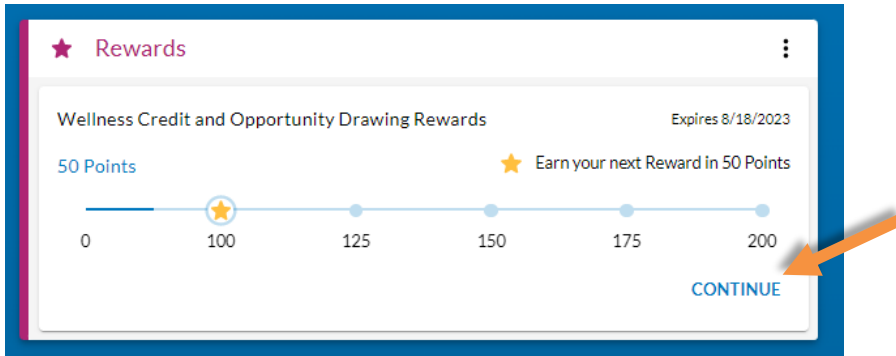
4. A window will open with two links where you can click to download each form (dental and vision).



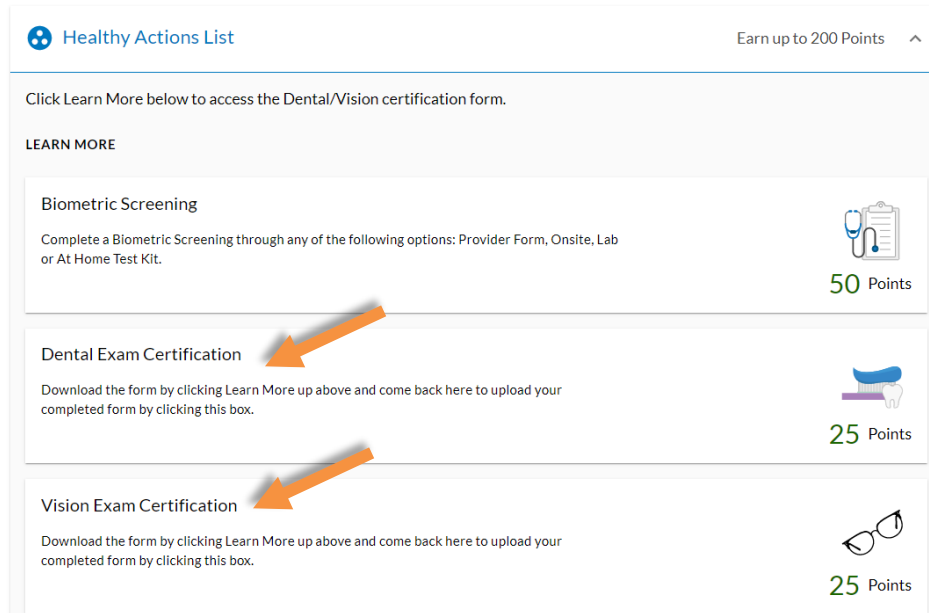
5. Open the one or both forms you would like to complete and fill them out and follow instructions on the form to submit. There are also screenshots below to show that process.

How to Upload Your Completed Dental and Vision Forms

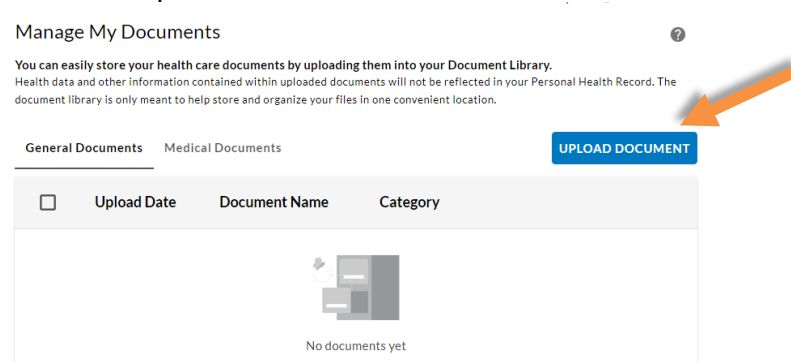
1. Navigate to Rewards from the Home page by clicking on the Reward Tile on the My Health home page and click “Continue”:



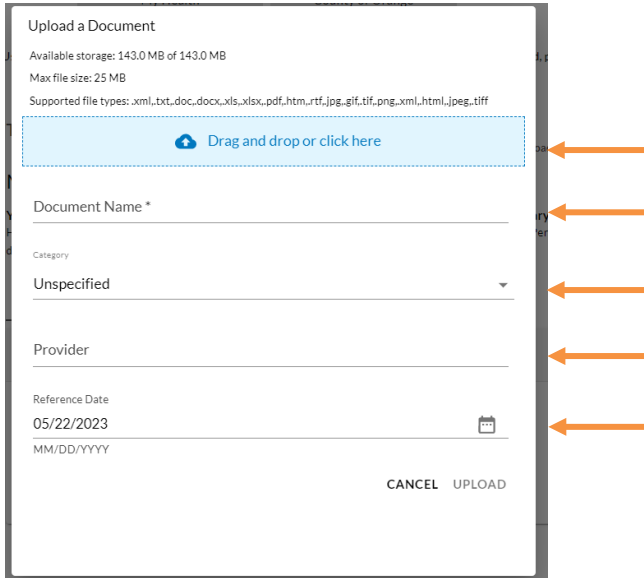
2. Scroll down and click on Dental or Vision Healthy Action under the BLUE Healthy Actions List:



3. Click on “Upload Document”:



4. Drag or drop your completed form in the blue box on top and fill out the fields: document name, category, provider and date of completion (must be dates 8/20/22-8/18/23)



Upload a Document

Available storage: 143.0 MB of 143.0 MB
Max file size: 25 MB
Supported file types: .xml,.txt,.doc,.docx,.xls,.xlsx,.pdf,.htm,.rtf,.jpg,.gif,.tif,.png,.xml,.html,.jpeg,.tiff

[Drag and drop or click here](#)

Document Name *

Category
Unspecified

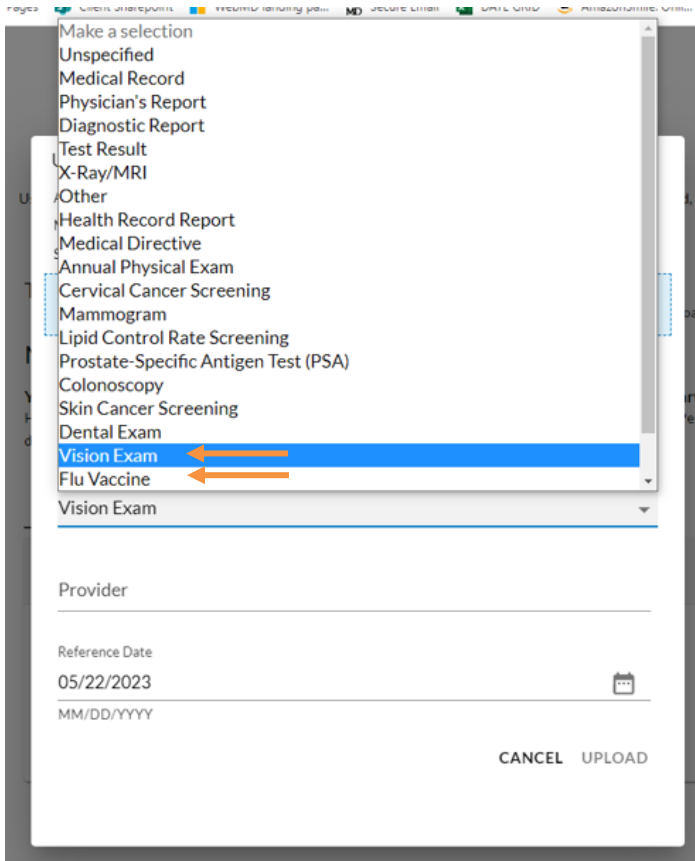
Provider

Reference Date
05/22/2023
MM/DD/YYYY

CANCEL UPLOAD

Four orange arrows point to the right from the right side of the form, indicating the fields to be filled out: the upload area, Document Name, Category, Provider, and Reference Date.

NOTE: IN ORDER TO RECEIVE CREDIT FOR THE CORRECT EXAM (DENTAL/VISION), ENSURE YOU CHOOSE THE ONE YOU ARE SUBMITTING SHOWN HERE IN THIS EXAMPLE:



- Click "Upload Document:" and ensure your screen looks like this, with the message that your document was added successfully, and double check the Category is (vision or dental):

Manage My Documents ?

You can easily store your health care documents by uploading them into your Document Library. Health data and other information contained within uploaded documents will not be reflected in your Personal Health Record. The document library is only meant to help store and organize your files in one convenient location.

✔ Document test doc added successfully!

General Documents Medical Documents

UPLOAD DOCUMENT

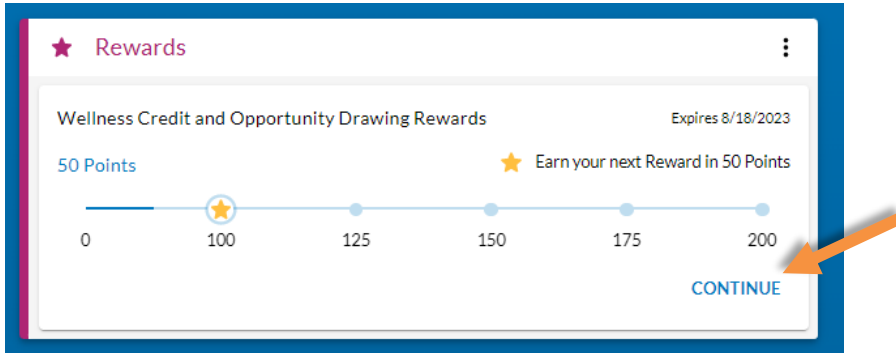
<input type="checkbox"/>	Upload Date ▾	Document Name	Category	
<input type="checkbox"/>	05/22/2023	test doc	Vision Exam	⋮ ▾

Rows per page: 10 ▾ 1-1 of 1 < >

- Next, navigate back to Rewards page, click "My Health" and the top of your screen.



7. Click "Continue" on the Reward Tile on the My Health home page.



8. Ensure there is a green checkmark and points earned next to the exam submitted shown in this example:

