Scheduling a Biometric Screening

- Log into the HealthQuest Wellness portal
- Click on the Step 2 Biometric Screenings box at the top

- Click on the method you prefer to complete your biometric labs
  - Onsite screening - allows you to schedule a time at a biometric event
  - Physician Form - allows you to print off a form to take to your provider and fax or scan/email the results back
  - In Home Mailer - allows you to order a kit to collect your own specimen at home and mail back

- To schedule your screening at a biometric event, click on the Onsite Screening calendar

- You will link to a login screen
  - Click the Login/Create Account button to create a new account
• Complete the required fields to create an account
  o Your email address will become your login ID, and you will create a password with at least 6 characters

• Select a location

• Select a date and time

• You have options to receive a reminder email and to add the appointment to your calendar

• If you need to cancel or reschedule your appointment, click the Your Schedule link and click Cancel or Change Time