# LetsGetChecked Rapid Event Training

OPA Tool Login

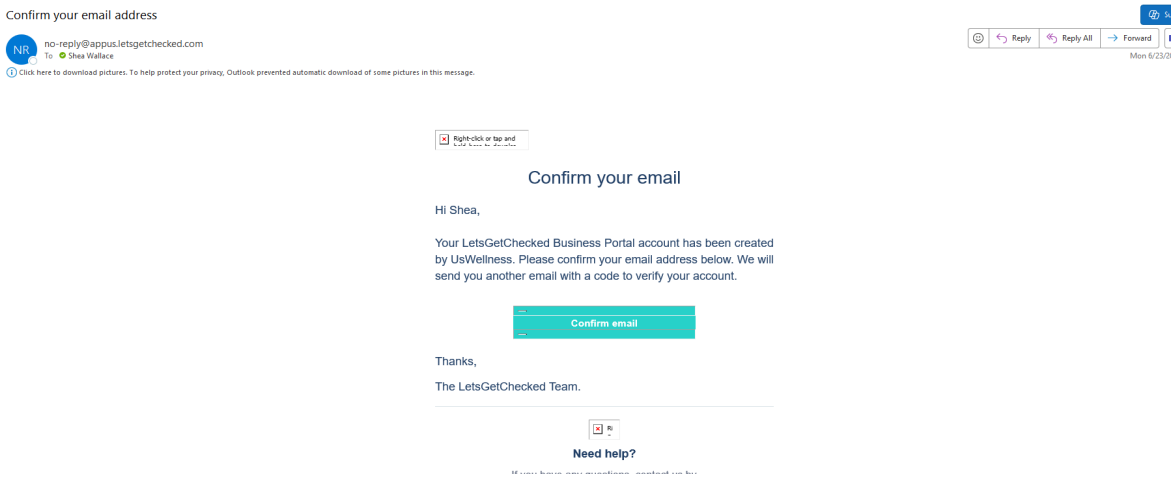
OPA Data Entry

Pillars Of Success

# Create Account

Look for an email from No-reply@appus.letsgetchecked.com – sent to your email address on file with US Wellness. Select “Confirm email” widget to get started.

Your LOGIN is: firstname.lastname@fo.uswellness.com
Example: shea.wallace@fo.uswellness.com

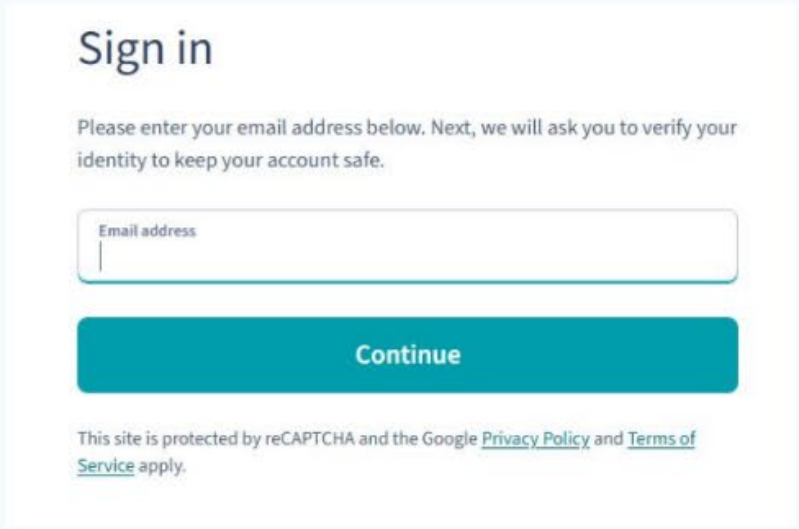


# Sign In

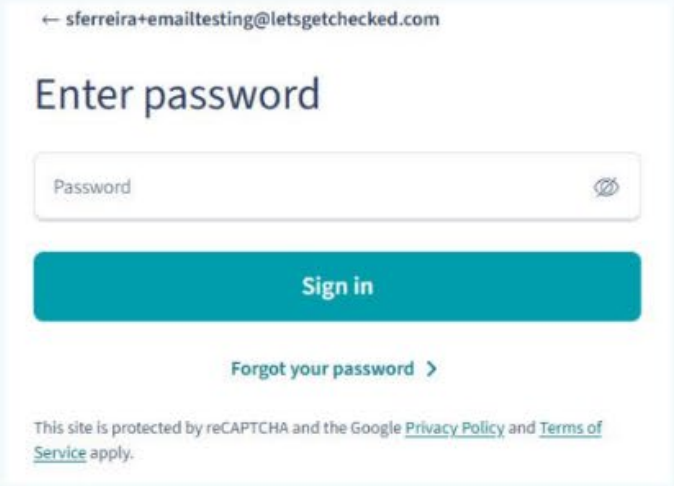
Your LOGIN is: firstname.lastname@fo.uswellness.com
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LetsGetChecked®

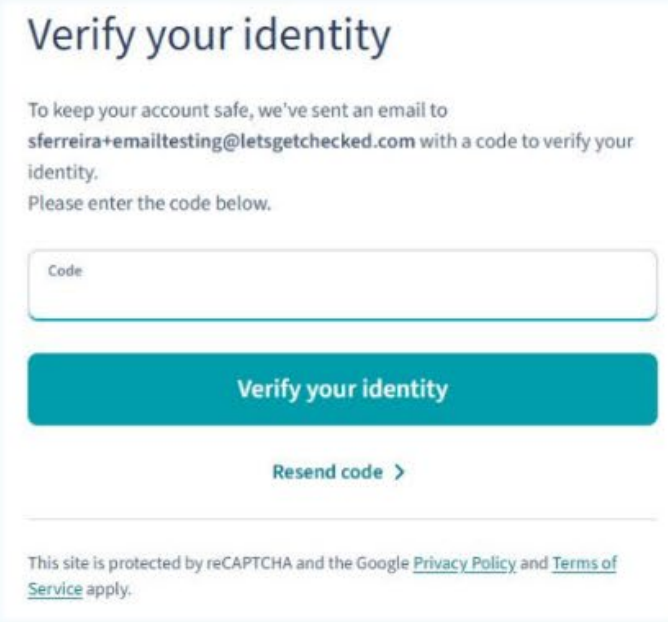
**Go to url https://onsite-provider.letsgetchecked.com/ and follow these steps:**




**STEP 1**
Enter your email address and click **Continue**.



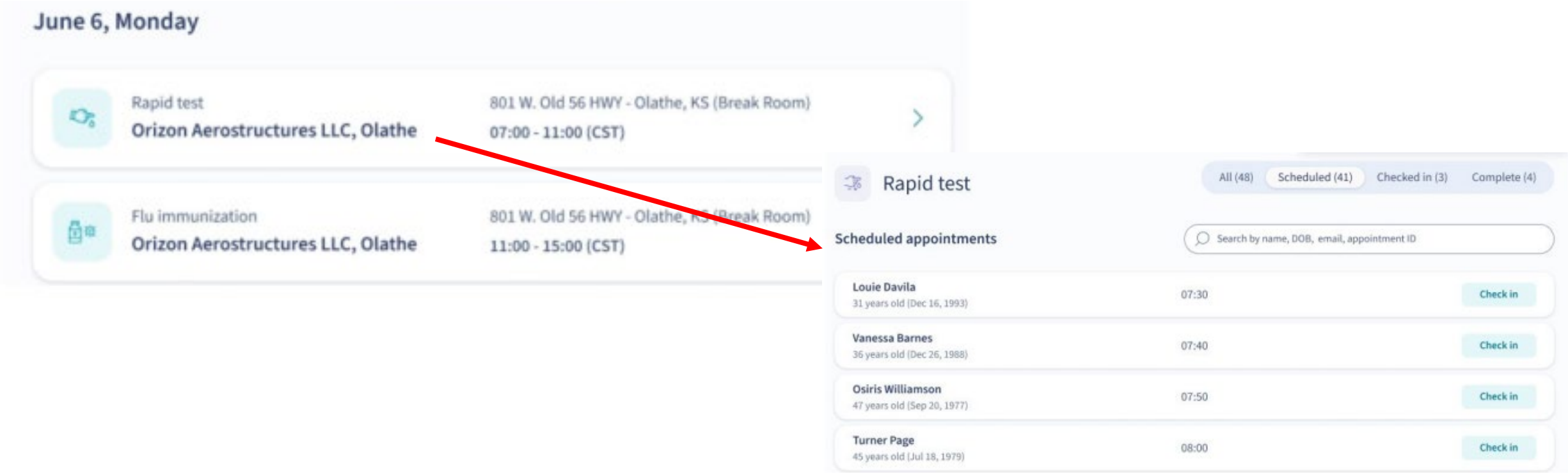

**STEP 2**
Enter your **password** and click **sign in.**




**STEP 3**
Enter the authentication code received on your email and click **verify your identity.**

# My Events

Select today's event to view the appointment list.




If you do not see your assigned event within 24 hours of start-time, call USW (866) 881-7607

# Appointment Navigation




Every appointment today in order of appointment time

Only shows appointments made today

Only those NOT checked in yet

*Preferred window for Admin use

Checked in but not yet completed

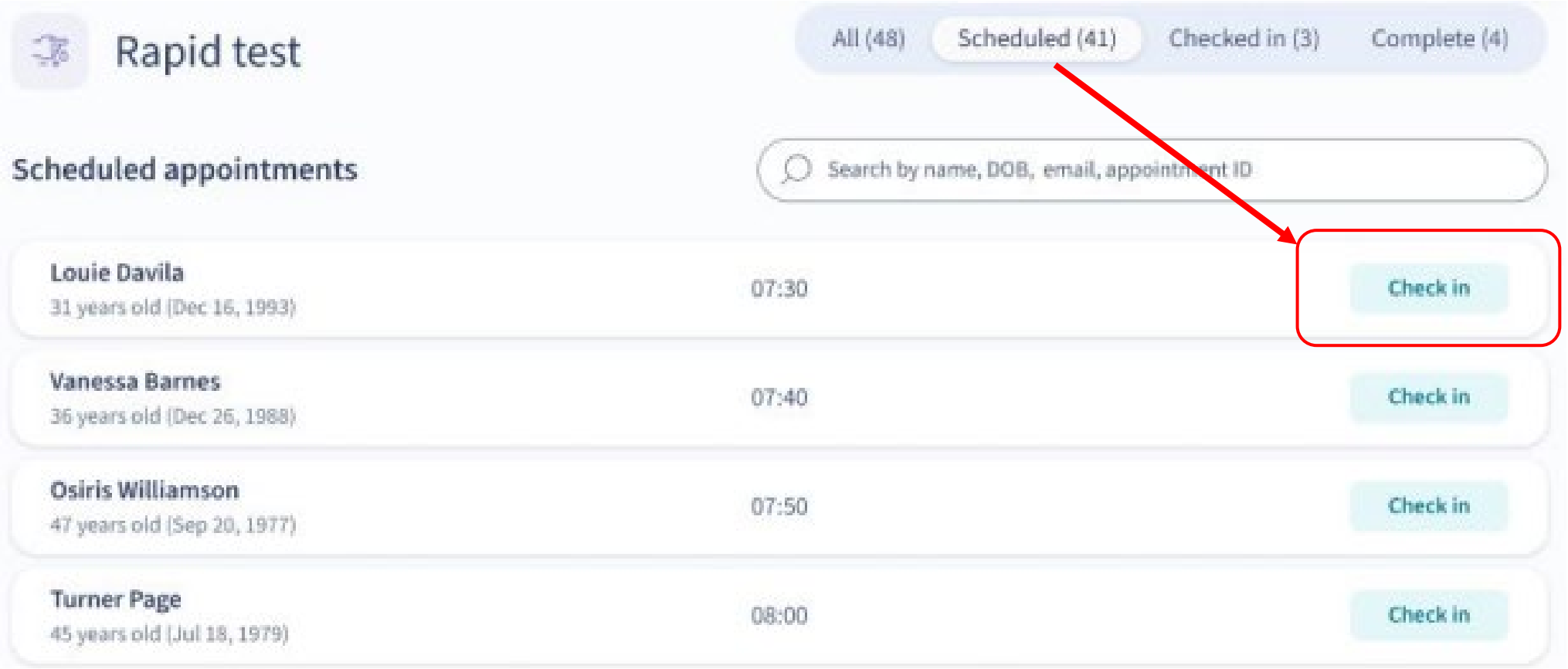
*Preferred window for Screener use

Today's completed appointments

# On-Time Arrival Check-in

On-time appointments always take priority!

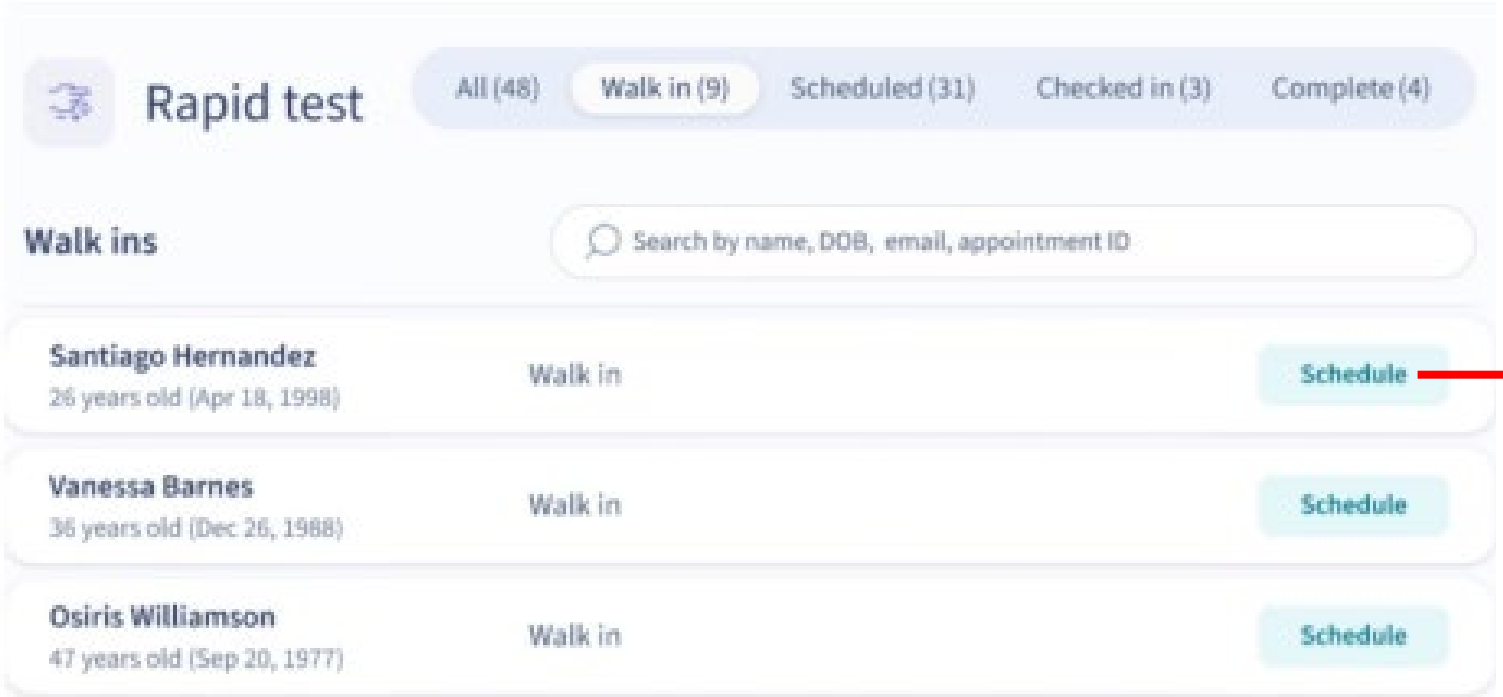
Select “Check In” button next to patient name.

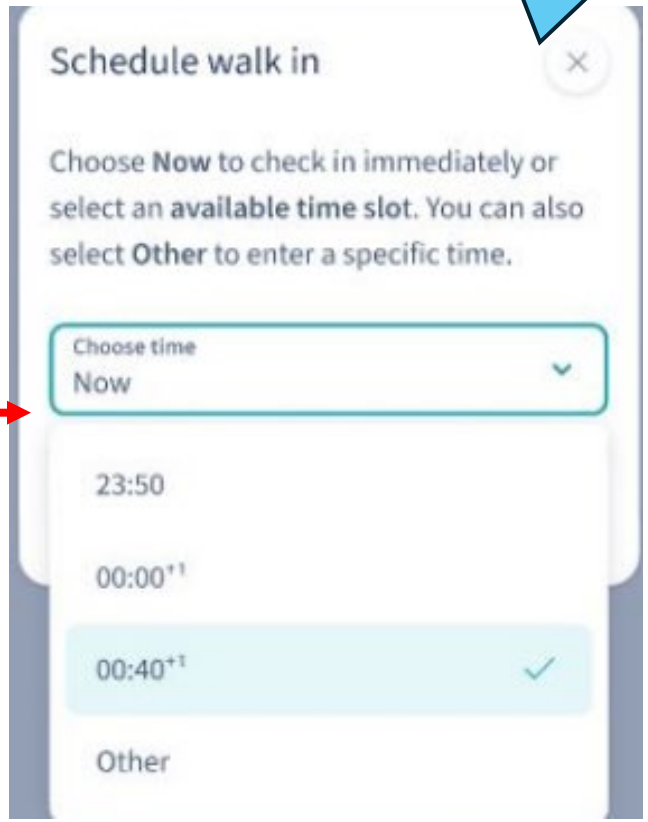


# Walk-In

Assign “Walk-in” to an appointment time.

**WALK INS MUST REGISTER**

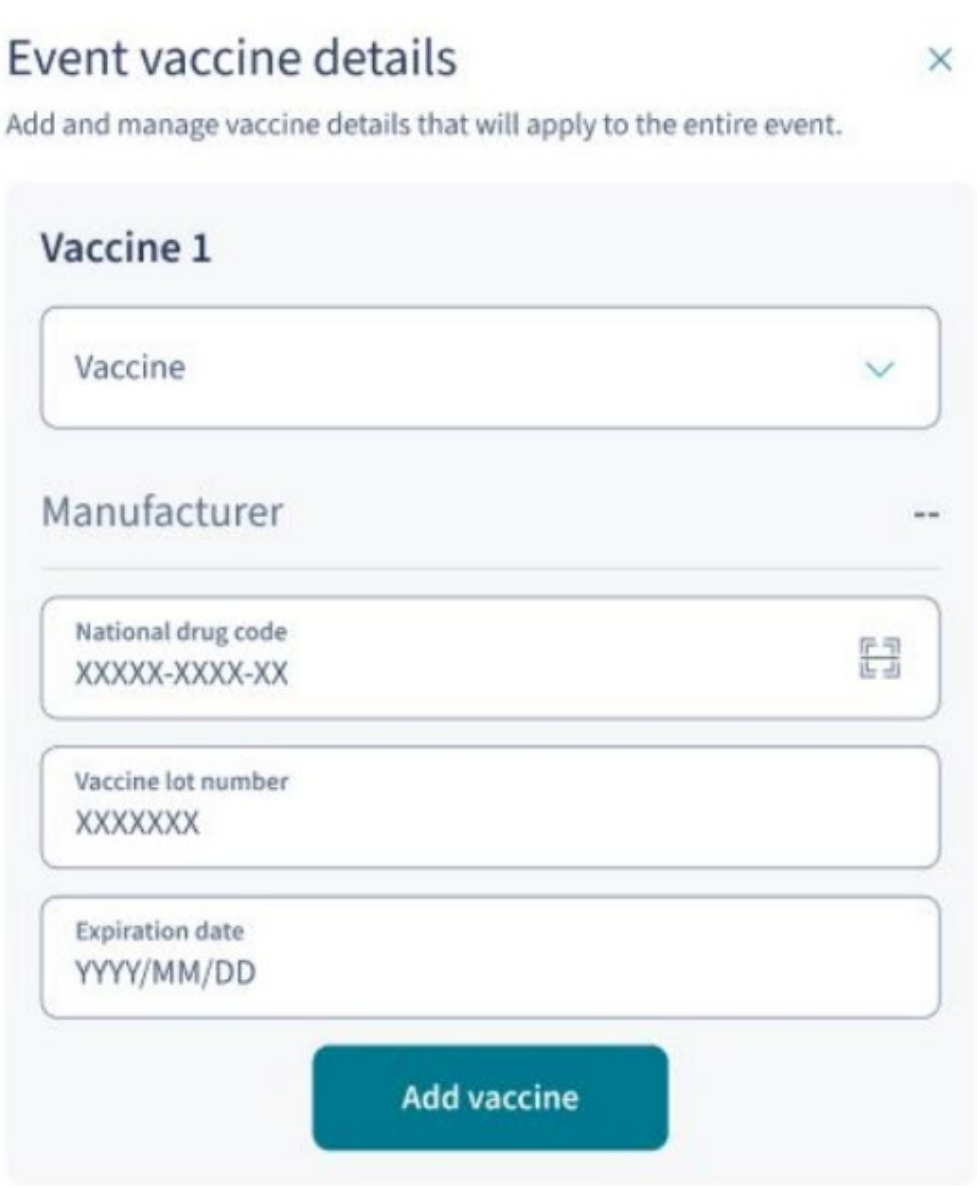


# Event Vaccine Details

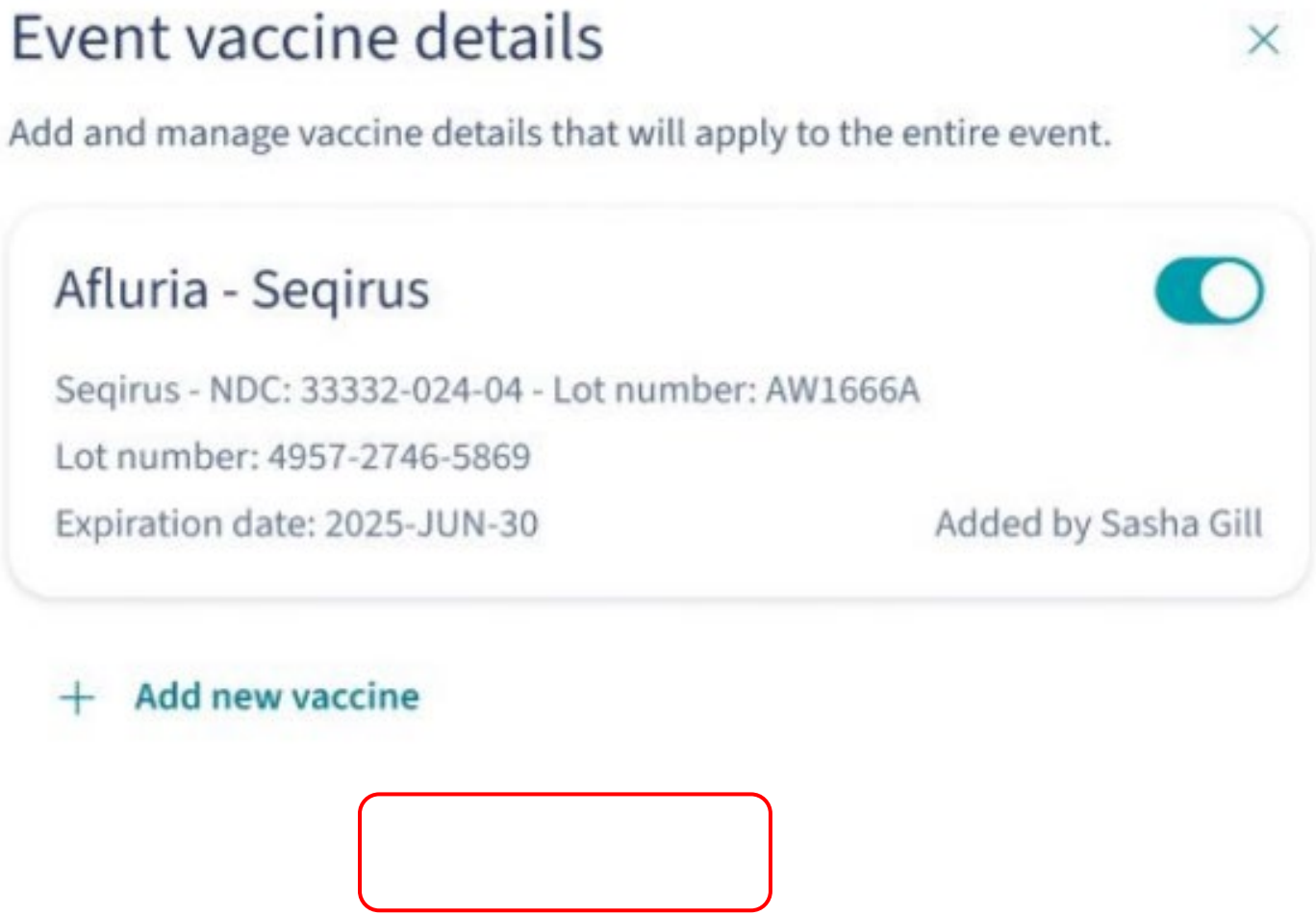
Select a vaccine name & manufacturer from the list
Add NDC code, lot number and expiration date



# Manage vaccine details

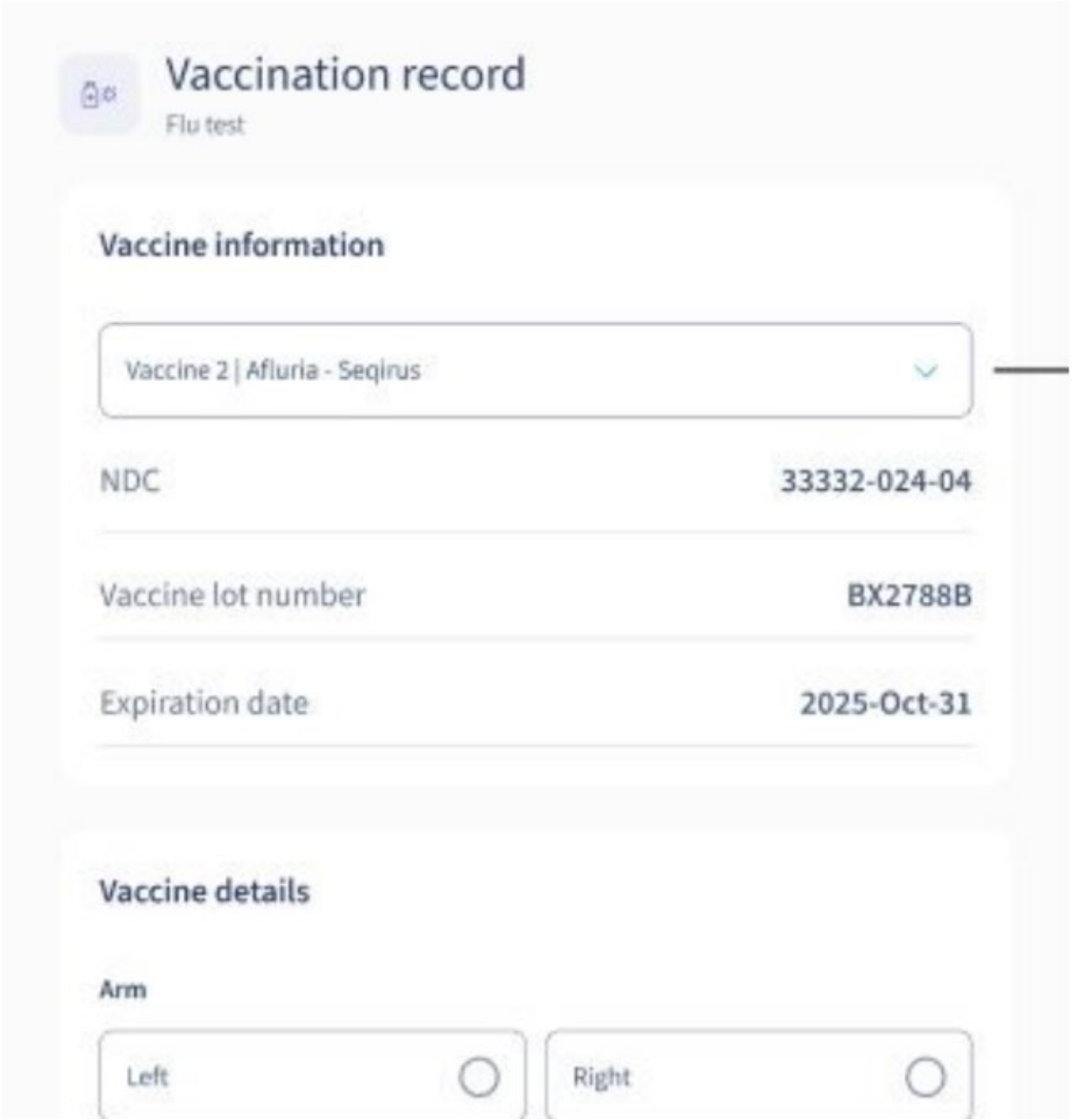
- You can add a new vaccine to an event if switching to a new lot number
- If the vaccine information that's been added is incorrect, inactivate that lot and add a new vaccine
- Only active vaccines can be added to a patient's vaccination record



# Documentation

- Complete questionnaire - Every question is required
- Complete Flu Vaccination Record - If only one vaccine is configured for this event, that vaccine will be automatically selected for you. Please review the vaccine details before continuing.
    - If more than one vaccine is configured for this event, you'll need to select one from the provided list.



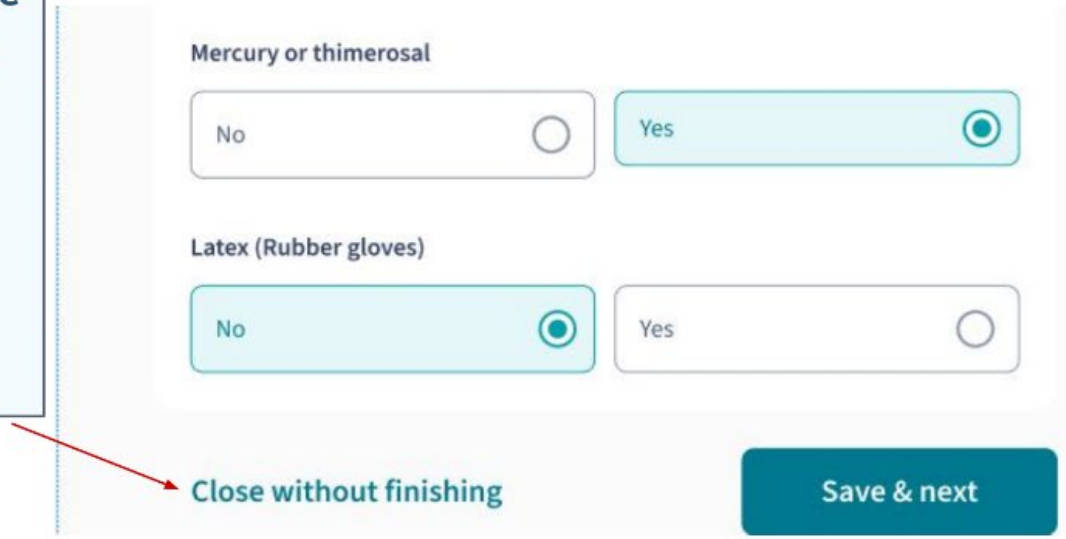
# Incomplete Results Entry

Use the "close without finishing" option when needed

If applicable, click the "Not administered" button - Add a note explaining the reason

If the immunization cannot be completed, you have the option to close it without finishing. **Please use this option only when absolutely necessary,** in situations such as:

- Emergency treatment required
- Patient leaves or refuses
- Vaccine cannot be administered



USWellness

LetsGet Checked

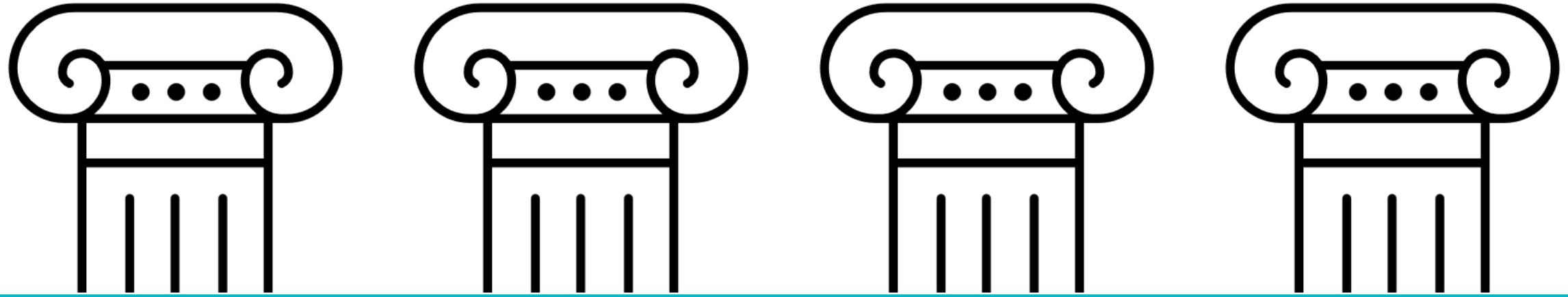
# Pillars of Success

**FAST**

**FRIENDLY**

**PROFESSIONAL**

**PRIVATE**



# APPOINTMENT MANAGEMENT ENSURES FAST THROUGHPUT

- On time appts get priority
- Late and same day (walk in) appts adjusted as available
- Maintain 10-minute throughput
- Let US Wellness help with anything unexpected

  CALL: 866-881-7607

  TEXT: 301-926-6099



*See instructions provided in your shipment on how participant can register based on their plan coverage (UHC Rewards, Rally, LetsGetChecked apps) or text your USW Manager for details.

# CREATE A FRIENDY ENVIRONMENT

- Introduce yourself as the “LetsGetChecked” team
- Review team video (texted) upon arrival
- SMILE – help participants feel comfortable
- Be calm and organized
- Let US Wellness help with anything unexpected

  CALL: 866-881-7607

  TEXT: 301-926-6099



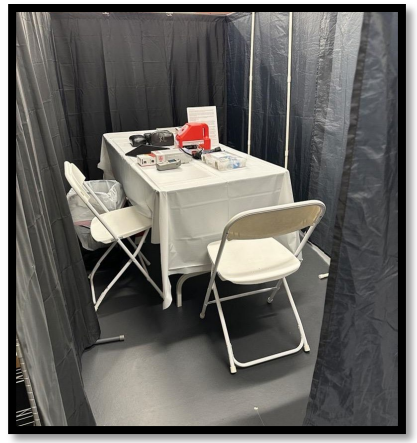
# PROFESSIONAL PRESENCE

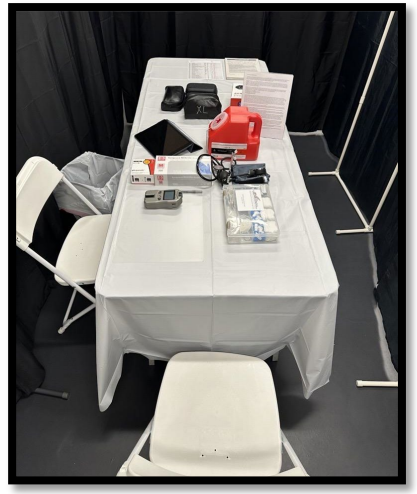
- Identify as "LetsGetChecked"
- No personal discussions among staff
- Name badge (first name)
- Dress Code
  - Black matching scrubs (required)
  - Sneakers/running shoes (No Crocs)
  - Socks required



# PROPER SPACE SETUP ENSURES PRIVACY

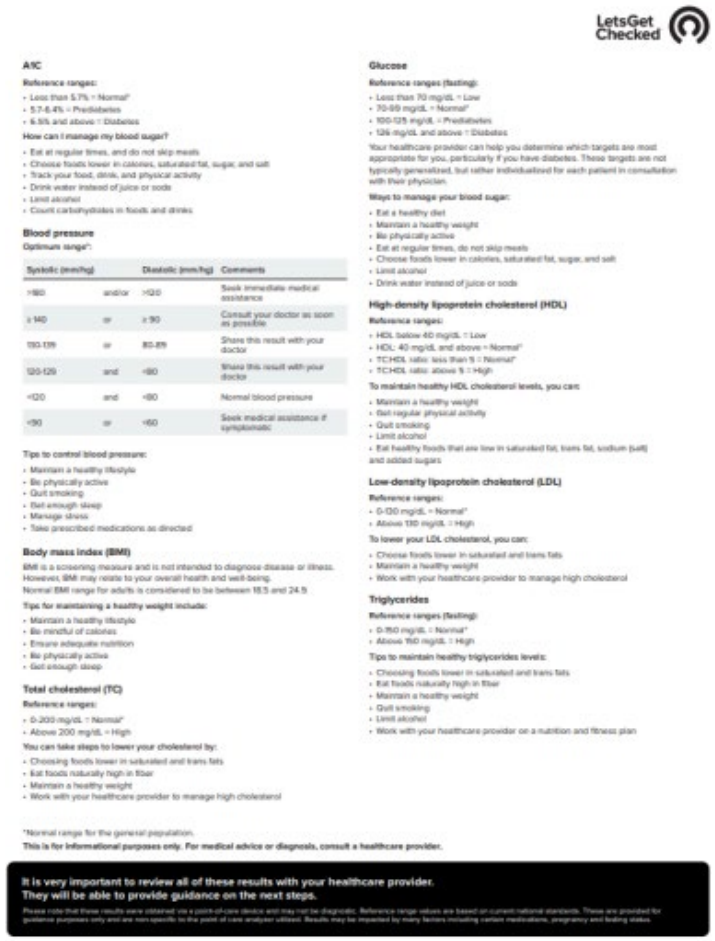
- No view of participants during screening - use ALL privacy screens
- Set up a waiting area
- Display registration instructions and privacy policy provided in shipment
- Hide personal belongings
- Only water in screening area (no food, gum, coffee…)
- Cell phone on silent (US Wellness may reach out by phone or text)





# PRIVATE RESULT REVIEW

- Fill in ALL results fields
- Briefly review results by walking through the back of the hard copy form with each participant
- Provide the bottom (yellow) copy of the **Onsite Event Form** to the participant and encourage them to share the results with their healthcare provider



LetsGet Checked

**A1C**

**Reference ranges:**

- Less than 5.7% = Normal*
- 5.7-6.4% = Prediabetes
- 6.5% and above = Diabetes

**How can I manage my blood sugar?**

- Eat at regular times, and do not skip meals
- Choose foods lower in calories, saturated fat, sugar, and salt
- Track your food, drink, and physical activity
- Drink water instead of juice or soda
- Limit alcohol
- Count carbohydrates in foods and drinks

**Blood pressure**

**Optimum range*:**

| Systolic (mm/hg) | | Diastolic (mm/hg) | Comments |
|---|---|---|---|
| >180 | and/or | >120 | Seek immediate medical assistance |
| ≥ 140 | or | ≥ 90 | Consult your doctor as soon as possible |
| 130-139 | or | 80-89 | Share this result with your doctor |
| 120-129 | and | <80 | Share this result with your doctor |
| <120 | and | <80 | Normal blood pressure |
| <90 | or | <60 | Seek medical assistance if symptomatic |

**Tips to control blood pressure:**

- Maintain a healthy lifestyle
- Be physically active
- Quit smoking
- Get enough sleep
- Manage stress
- Take prescribed medications as directed

**Body mass index (BMI)**

BMI is a screening measure and is not intended to diagnose disease or illness. However, BMI may relate to your overall health and well-being.
Normal BMI range for adults is considered to be between 18.5 and 24.9.

**Tips for maintaining a healthy weight include:**

- Maintain a healthy lifestyle
- Be mindful of calories
- Ensure adequate nutrition
- Be physically active
- Get enough sleep

**Total cholesterol (TC)**

**Reference ranges:**

- 0-200 mg/dL = Normal*
- Above 200 mg/dL = High

**You can take steps to lower your cholesterol by:**

- Choosing foods lower in saturated and trans fats
- Eat foods naturally high in fiber
- Maintain a healthy weight
- Work with your healthcare provider to manage high cholesterol

**Glucose**

**Reference ranges (fasting):**

- Less than 70 mg/dL = Low
- 70-99 mg/dL = Normal*
- 100-125 mg/dL = Prediabetes
- 126 mg/dL and above = Diabetes

Your healthcare provider can help you determine which targets are most appropriate for you, particularly if you have diabetes. These targets are not typically generalized, but rather individualized for each patient in consultation with their physician.

**Ways to manage your blood sugar:**

- Eat a healthy diet
- Maintain a healthy weight
- Be physically active
- Eat at regular times, do not skip meals
- Choose foods lower in calories, saturated fat, sugar, and salt
- Limit alcohol
- Drink water instead of juice or soda

**High-density lipoprotein cholesterol (HDL)**

**Reference ranges:**

- HDL below 40 mg/dL = Low
- HDL 40 mg/dL and above = Normal*
- TC:HDL ratio: less than 5 = Normal*
- TC:HDL ratio: above 5 = High

**To maintain healthy HDL cholesterol levels, you can:**

- Maintain a healthy weight
- Get regular physical activity
- Quit smoking
- Limit alcohol
- Eat healthy foods that are low in saturated fat, trans fat, sodium (salt) and added sugars

**Low-density lipoprotein cholesterol (LDL)**

**Reference ranges:**

- 0-130 mg/dL = Normal*
- Above 130 mg/dL = High

**To lower your LDL cholesterol, you can:**

- Choose foods lower in saturated and trans fats
- Maintain a healthy weight
- Work with your healthcare provider to manage high cholesterol

**Triglycerides**

**Reference ranges (fasting):**

- 0-150 mg/dL = Normal*
- Above 150 mg/dL = High

**Tips to maintain healthy triglycerides levels:**

- Choosing foods lower in saturated and trans fats
- Eat foods naturally high in fiber
- Maintain a healthy weight
- Quit smoking
- Limit alcohol
- Work with your healthcare provider on a nutrition and fitness plan

*Normal range for the general population.

**This is for informational purposes only. For medical advice or diagnosis, consult a healthcare provider.**

**It is very important to review all of these results with your healthcare provider.**
**They will be able to provide guidance on the next steps.**

Please note that these results were obtained via a point-of-care device and may not be diagnostic. Reference range values are based on current national standards. These are provided for guidance purposes only and are non-specific to the point of care analyzer utilized. Results may be impacted by many factors including certain medications, pregnancy and fasting status.

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