

How to Register in the CareHere System

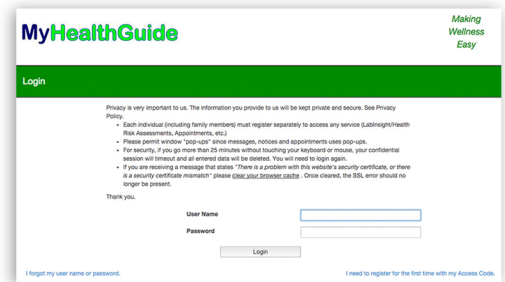
1. Go to www.CareHere.com

2. Click **Member Login** located at the top of the homepage.



3. On the next screen, you will select **I need to register for the first time with my Access Code.**

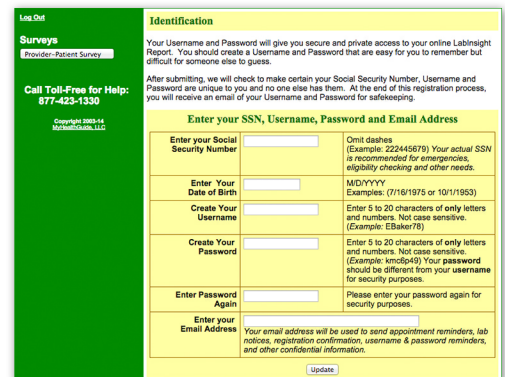
4. When the access code screen comes up, enter your Access Code.



The screenshot shows the 'MyHealthGuide' login page. It features a green header with the logo and the tagline 'Making Wellness Easy'. Below the header is a 'Login' section with a privacy notice and a list of instructions. At the bottom, there are input fields for 'User Name' and 'Password', and a 'Login' button. A link for 'Forgot my user name or password' is on the left, and a link for 'I need to register for the first time with my Access Code' is on the right.

5. After the confirmation screen, you will go through a series of screens (Privacy Consent, Identification, etc.) where you will be asked to create a username and password and enter health-related information for your CareHere health record.

6. You will need to click **Update** and then click **Next** on each screen in order to save your information and go to the next screen.



The screenshot shows the 'Identification' screen. It has a green sidebar with 'Log Out', 'Surveys', and 'Provider-Patient Survey' options. The main content area is yellow and contains instructions for creating a username and password. It includes a 'Call Toll-Free for Help: 877-423-1330' and a copyright notice. The form fields are: 'Enter your Social Security Number' (with a note to omit dashes), 'Enter Date of Birth' (with a note to use MD/YYYY), 'Create Your Username' (5-20 characters, not case sensitive), 'Create Your Password' (5-20 characters, not case sensitive), 'Enter Password Again', and 'Enter your Email Address' (used for reminders). An 'Update' button is at the bottom right.

You may also call the CareHere Support Center at **1.877.423.1330** for assistance completing registration, as well as to schedule/change/cancel an appointment.