

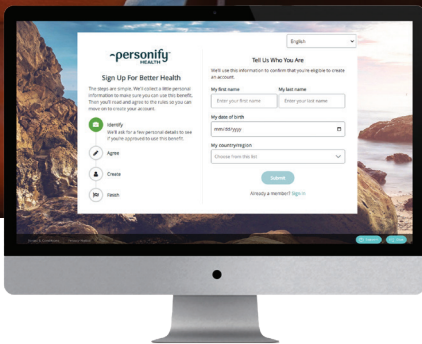
# SMALL STEPS LEAD TO BIG CHANGES

## User Guide



Personify Health will help you make small, everyday changes to your well-being, focusing on the areas you most want to improve. With daily engagement, you'll build healthy habits, have fun with coworkers, and experience the lifelong rewards of better health and well-being. Personify Health is an independent company that provides a health and wellness platform on behalf of your health plan.

## Getting started is as easy as 1-2-3



### Step One

To join **Personify Health**, log in to your **My Health Toolkit®** account and select **Wellness & Care Management, Wellness Programs**, then **Personify Health**.



### Step Two

Personify Health is committed to keeping your health and wellness data private. Read and accept the **Member Privacy Notice, Membership Agreement** and **Data Consent Notice**.



### Step Three

Enter your preferred email address, create a password, and provide a few additional details for the best possible experience. Then select **CREATE MY ACCOUNT**.

Once you've created your account, you can sign in and get started right away.



To access Personify Health from your smartphone, scan this QR code to log in to your My Health Toolkit account. Next, select Benefits, then Personify Health to get started.

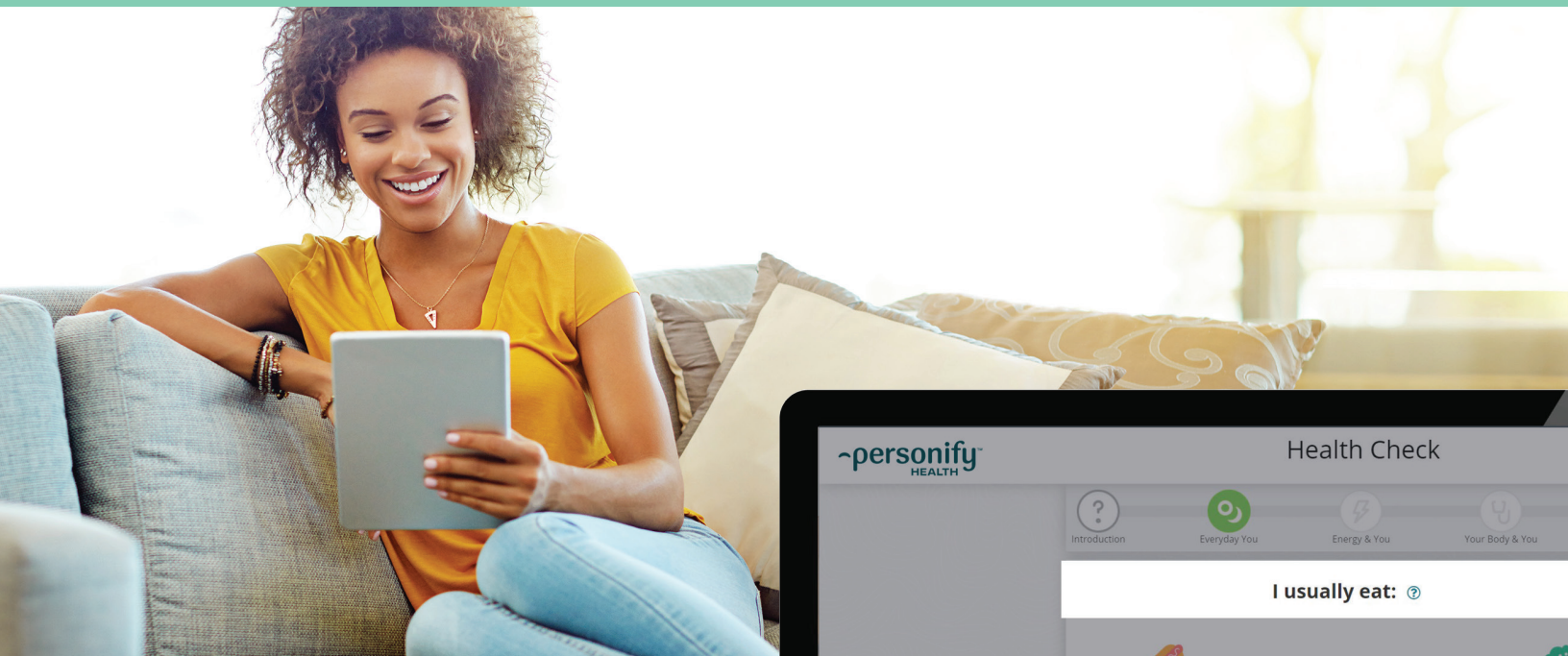
## Personalize your experience

You're registered and signed in — now what? In this guide, you will learn how to customize your Personify Health experience. Personalized daily tips help you eat healthy, get active, reduce stress, sleep well and more!

### Get started today by:

- ◆ Taking a health assessment.
- ◆ Connecting a fitness tracker.
- ◆ Selecting your interests.
- ◆ Building healthy habits.
- ◆ Uploading a profile picture and adding some friends.
- ◆ Finding additional activities and resources.
- ◆ Joining challenges.

## See a clear picture of your health



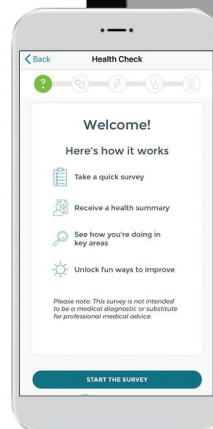
The best place to start is by taking the **Personal Health Assessment**. This short, confidential survey assesses your health across seven factors, from mental health to fitness. You'll receive a personalized report and recommended actions you can take to start improving your well-being.

### Step One

From the **Health** tab, select **Surveys**.

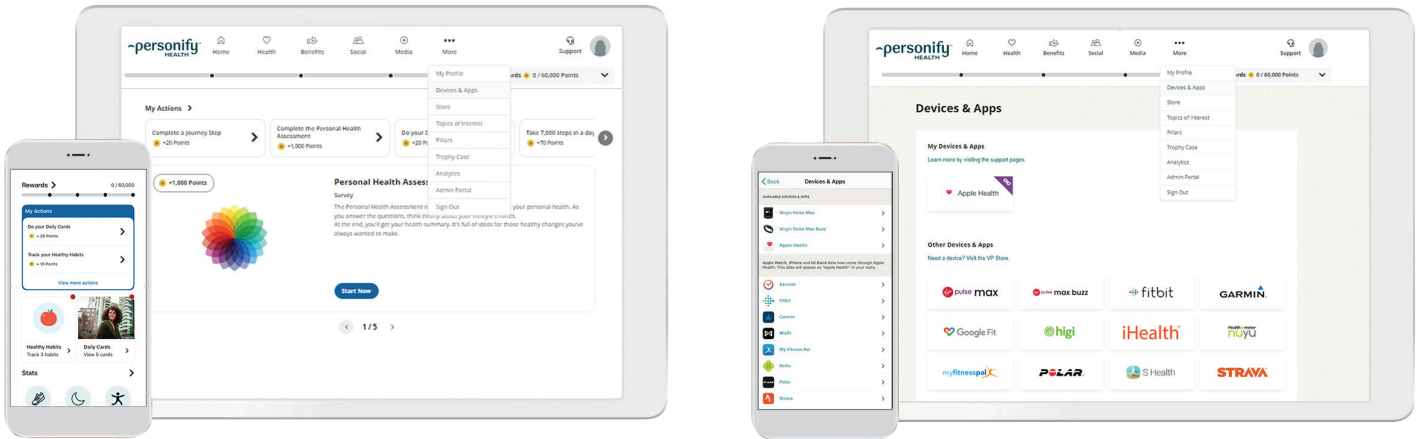
### Step Two

Select **Start** to get a clear snapshot of your health.



## Connect a fitness tracker

Keep track of how well you're doing by using a fitness tracker or your mobile phone. Then challenge yourself to take it up a notch!



### Step One

From the **More** tab, select **Devices & Apps**.

### Step Two

Next, select the device you would like to connect.

### Step Three

Follow a few simple steps. You'll see instructions right on your screen.

### Don't have a fitness tracker?

Connect to one of the free compatible devices or apps to track your daily steps. Check out your options by going to the **Devices & Apps** section.

## Start stepping

Start getting active and tracking your steps, calories consumed, workouts and sleep data. From the **Home** tab, select **Stats** to view your progress. Note the small improvements you make over time and celebrate your accomplishments.



## Set your interests

Choose to work on the areas that matter the most to you, whether it's your eating habits, sleep, physical activity, relationships, finances or something else.

### Step One

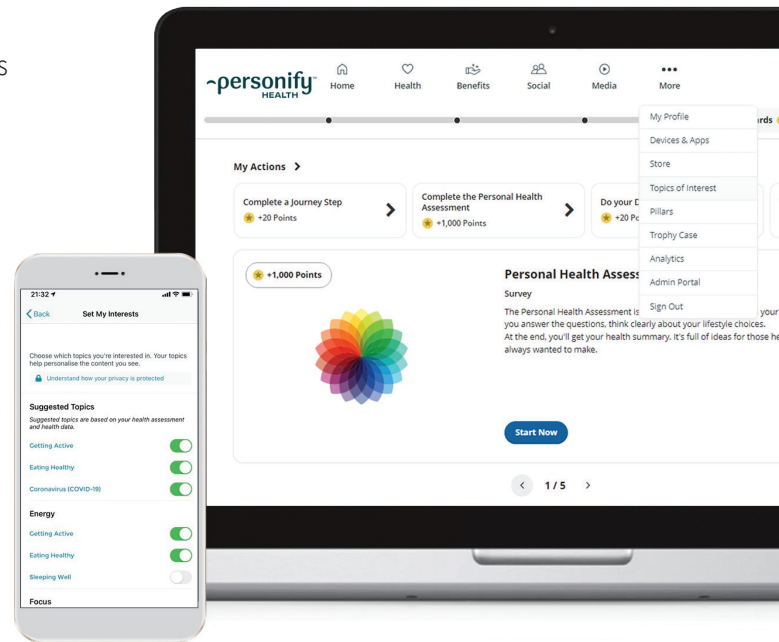
From the **More** menu, select **Topics of Interest**.

### Step Two

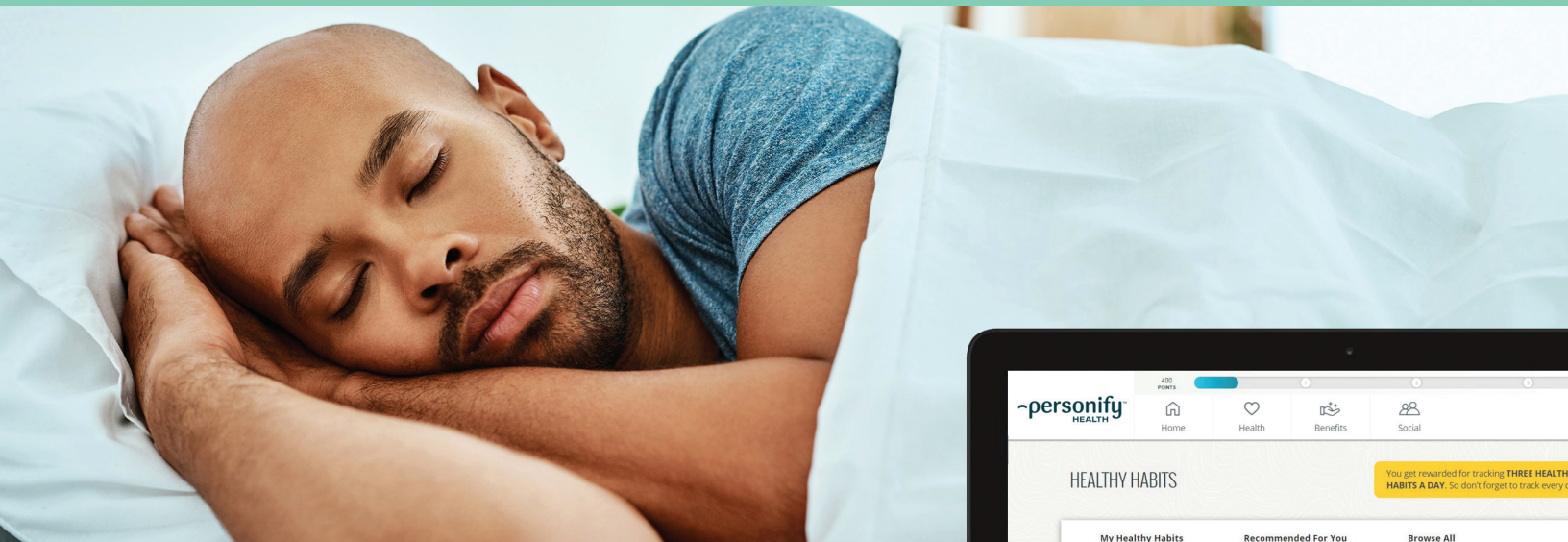
Choose from a variety of topics to personalize the content you will receive.

### Step Three

When you have finished choosing your topics, select **Done** to return to the homepage. Now you will get tips and information you will actually want to check out.



## Build daily healthy habits



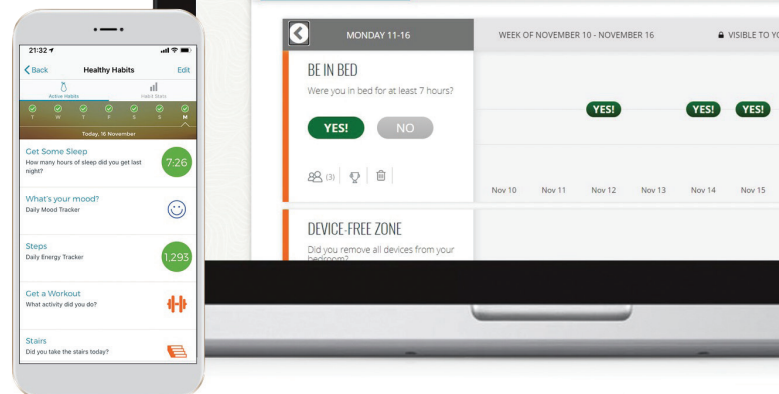
The Healthy Habits section offers you bite-size ways to build a healthy routine and improve your well-being. Over time, these small steps add up to meaningful changes — and success.

### Step One

From the **Home** tab, select **Healthy Habits**.

### Step Two

Select the healthy habits you would like to work on. Work on them, little by little, every day.



## Add coworkers, friends and family



Add your work friends so you can encourage and motivate one another. You can also invite up to 10 friends and family members outside of work!

### Step One

Go to **Social** on the top navigation bar and then select **Friends**.

### Step Two

Next, select the **Add Friends** button at the top right. You can search by name, add suggested friends or invite friends from outside your company.

## Family members and dependents on your health plan can join, too.

Your spouse or dependents can access Personify Health through their My Health Toolkit accounts. Just follow the instructions on **page 2** of this guide.

## Additional resources and simple tips

Learn easy, daily tips to help you get more active, eat well, manage life's ups and downs, and much more.

### Daily cards

Every day, you'll get two new tips to help you live well. Even better, they will be about the areas that interest you the most.

### Journeys® digital coaching

Want to exercise more? Need to better manage a health issue? Now you can use the digital coaching tool, Journeys, to make simple changes to your health, one small step at a time.

### Nutrition guide\*

Choose what you'd like to work on, such as cutting out sweets or practicing portion control. Then get tips to help you achieve your goals.

### Pillars and Topics of Interest

It's simple to get to the information you want. Explore the Pillars and Topics of Interest sections to find what you need fast.

### Recipes\*

Get ideas for healthy meals, build a shopping list and make a weekly meal plan.

### Sleep guide\*

What's your sleep like? Decide what you need to work on, such as getting to bed earlier or learning to settle down. Then get information to help you rest.

### Social groups

Getting healthier and learning something new is easier with friends. Join a group to stay motivated, chat with others and achieve goals together.

\*These features may not be available on all health plans.

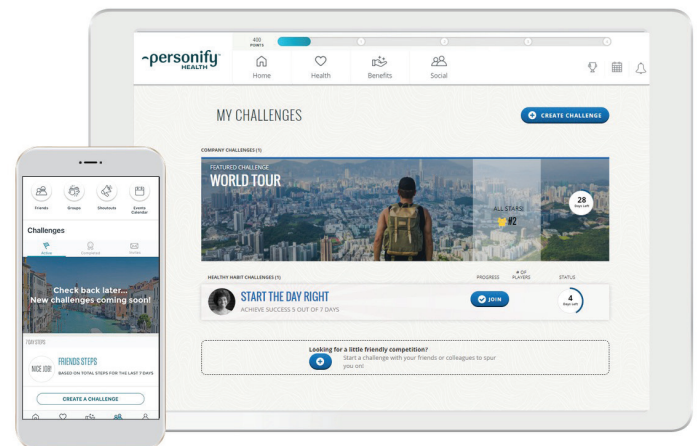
## Engage in healthy competition

Challenges are an excellent way to boost your motivation and develop healthy habits, one at a time. Ramp up the fun factor and enjoy some friendly competition by inviting your coworkers, friends and family members!



### Healthy habit challenges

Challenge your coworkers and friends to track a healthy habit for five out of seven days. Use the chat feature to share your strategy for achieving the healthy habit each day.



### Personal step challenges

Challenge your coworkers and friends to see who can get the most steps in. You choose the type (one day, weekdays or weekend), and then invite your coworkers and friends. Use the chat feature to share your strategy and motivation.



## Experience the best version of you

When you make small changes every day that affect your well-being, you'll feel healthier, happier and more energetic.

### Member Rewards

Complete healthy activities listed in the platform. Depending on your employer's insurance plan, you may be eligible to earn rewards.

### Trophies

Who doesn't love celebrating with a trophy? Collect them all as you go!

### Have questions about the platform?

- ◆ Find answers at [support.personifyhealth.com](https://support.personifyhealth.com).
- ◆ Live chat is at [member.personifyhealth.com](https://member.personifyhealth.com), Monday – Friday, 8 a.m. to 9 p.m. Eastern time.

### Give Personify Health a call:

**855-944-2058**

Monday – Friday

8 a.m. – 9 p.m. Eastern time

### Send Personify Health an email:

[support@PersonifyHealth.com](mailto:support@PersonifyHealth.com)



Blue Cross and Blue Shield of Florida, Inc. DBA Florida Blue and Health Options, Inc. DBA Florida Blue HMO are Independent Licensees of the Blue Cross and Blue Shield Association.