

Complete Your Personal Health Assessment

Now ALL benefits-eligible employees and their spouses
or domestic partners qualify to take the PHA

Instructions for Employees Enrolled in Presbyterian Health Plan

Step 1 – Using your Internet browser, go to the Presbyterian home page: www.phs.org

Step 2 – Click on the myPRES Login tool in the upper right hand corner of the page.

- If you have already registered with myPRES, simply enter your User Name and Password, then click “Sign In” (skip ahead to Step 3).
- If you have not yet registered with myPRES, click on “Register for myPRES” located on the left of the red box and complete the following on the myPRES Patient & Member Registration page.

1. ENTER YOUR PERSONAL INFORMATION – Have your member ID card available. Enter your name and 11-digit ID number as they appear on your card. Click “Submit.”

– *Do not skip this step or you will not be able to access*

2. CREATE YOUR myPRES ACCOUNT

- Create your User ID. Type in a user name that you will be able to remember.
- Enter a password you will be able to remember. Your password must contain at least one number and a combination of letters and/or special characters (example: newpas\$x1). You must include at least 8 characters. Click “Submit.”
- Proceed to Step 3.

Step 3 – IF YOU’RE ALREADY REGISTERED FOR myPRES and have signed in: Find “NEW Wellness at Work” image, click turquoise button “Access Your PHA”

Step 4 – Click on “Take Your PHA”

If you have questions about accessing the personal health assessment website, please call 923-6030.

Personal health information you provide is confidential. Aggregate data is used to plan wellness programs.

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CITY OF ALBUQUERQUE AND
PARTICIPATING GOVERNMENT ENTITIES

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Personal Health Assessment (PHA)

Instructions for Employees NOT Enrolled in Presbyterian Health Plan

Complete the PHA and get an analysis of your health behavior
and personalized profile of your health risks.
Learn about steps you can take to improve your health.

Step 1 – Using your Internet browser, go to The Solutions Group home page www.solutionsbiz.com

Step 2 – Click on the Wellness at Work link. (Bottom left corner of web page).

- If you have already registered with Wellness at Work, simply enter your User ID and Password, then click “Sign In.” (Proceed to Step 3)
- If you have not yet registered with Wellness at Work, click “Register” on the right-hand side in the “All Other Users” box. You will be directed to the Wellness at Work Registration page. Please have your Employee Number handy.
 - Enter **PHP001365** as the Company Code and your Employee Number.
 - Select if you are registering as an **Employee** or as a **Spouse or Domestic Partner**
 - Click “Next.”
 - Select your Work Location from the drop-down box and enter your Home Address.
 - Create your User ID. Type in a user name you will be able to remember.
 - Enter a password you will be able to remember. Your password must be at least 8 characters long and contain at least one number and a combination of letters and/or special characters (example: newpas\$X1).
 - Select your Security Question/Answer.
 - Click the “Register” button at the bottom of the page.

Step 3 – You will be taken to the Registration Confirmation page. Please allow 2 business days for your account to be activated.

Step 4 – Once you have entered the portal, you can take your Personal Health Assessment (PHA). (Top left corner of page)

If you have questions about accessing the Personal Health Assessment, please call 923-6030.

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