

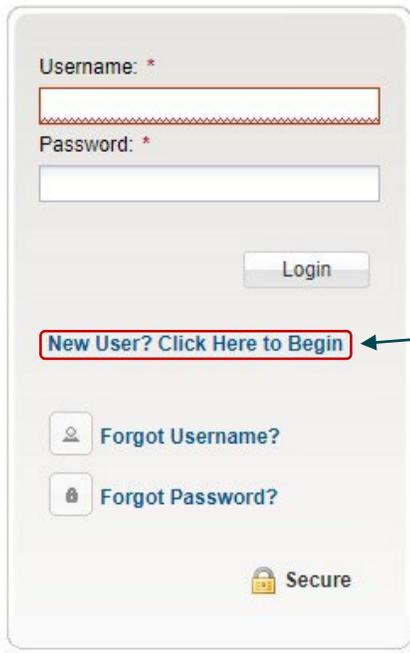
How to create your ReadySet Account

You are required to complete these steps before scheduling your first appointment.

Step One: Visit <https://nghs.readysetsecure.com>

Step Two

Click New User (see picture below)



The screenshot shows a login form with the following elements:

- Username: * (text input field)
- Password: * (password input field)
- Login button
- New User? Click Here to Begin (link, highlighted with a red box)
- Forgot Username? (link with user icon)
- Forgot Password? (link with lock icon)
- Secure (lock icon)

For your **first appointment**, click here.

Step Three

1. Enter NGHS' Access/Org Code: 1527
2. Enter Program Type: New Hire Volunteer
3. Type in an auto-generated code. *(Your code will be different from the example below.)*
4. Click Next

- Access/Org Code
- Program Type
- Auto-generated code
- Next

Register with ReadySet

Step 1 of 5: Please enter your code and program type to begin.

This system collects and stores Personal Health Information that is protected by law. To insure that your information remains secure and private, please enter the following to begin creating a unique system identity.

The Access/Org Code is a unique ID number for your organization. If you do not know this code, please contact your Employee/Occupational Health Department.

Access/Org Code: *

Program Type: * ▼

Type the code below: *

~~49w54~~

 Refresh Code

Your code will be different from this example.

Next Cancel

****This is what it should look like filled in. Hit Next to go to Step Four.**

Register with ReadySet

Step 1 of 5: Please enter your code and program type to begin.

This system collects and stores Personal Health Information that is protected by law. To insure that your information remains secure and private, please enter the following to begin creating a unique system identity.

The Access/Org Code is a unique ID number for your organization. If you do not know this code, please contact your Employee/Occupational Health Department.

Access/Org Code: *

Program Type: * ▼

Type the code below: *



 Refresh Code

Your code will be different from this example.

Next

Cancel

Step Four

1. Fill in the information requested. **For Employee ID, enter your date of birth a second time.**
2. Under Population Type choose: **Volunteer**

Register with ReadySet

Step 2 of 5: Please enter the information below.

First Name: *

Last Name: *

Date Of Birth: *

Employee Id (Employees must enter Employee ID. Others may enter full date of birth MMDDYYYY): ?

Last 4 of SSN: ? *

Population Type: *

Home Address: *

City: *

State: ? *

Zip: ? *

Step Five

1. Write down your User ID, Password, and security questions so you have them for your next visit survey.
2. Once your ReadySet account is created, you will see a notification in the **MyHealth** tab, under Health Survey. Until you complete the survey questions, your Survey Status will be **Incomplete**. (See image below)

- Welcome
- Health Surveys** 1
- Appointments
- Report Incident or Illness
- ▲ **Test Results**
 - Results
 - Letters
- FAQ
- Links
- Contact Us
- ▲ **Employee Demographics**
 - Demographics

Surveys and Information Requests	
Name	Survey Status
☰ Health Surveys (9)	
Medical History Survey	Complete
OSHA Respirator Survey	Complete
Hepatitis B Immunization Survey	Complete
Measles, Mumps, and Rubella (MMR) Im...	Complete
Varicella (Chickenpox) Immunization Survey	Complete
TB Program Symptom and Exposure Que...	Complete
Seasonal Flu Immunization Survey	Complete
COVID-19 (SARS-CoV-2) Immunization S...	Incomplete
Consent for Treatment Survey	Complete

3. Click Health Surveys
4. Click Surveys that are Incomplete
5. Once you've finished all surveys that are listed as **incomplete**, Survey Status will change to **Complete**.

Step Six

Once you've set up your ReadySet account and completed the surveys, you are ready to make an appointment with Employee Health. <https://booknow.appointment-plus.com/9z3jrgpv/>