



WESTERN WISCONSIN HEALTH

A person's hands are shown holding a smartphone horizontally, capturing a scenic view of a forest and a bridge over water. The person is wearing a watch on their left wrist and a patterned bracelet on their right wrist. The background is a soft, out-of-focus landscape with a blue sky and green foliage.

Uploading
Documents To
WWH Employee
Wellbeing Program

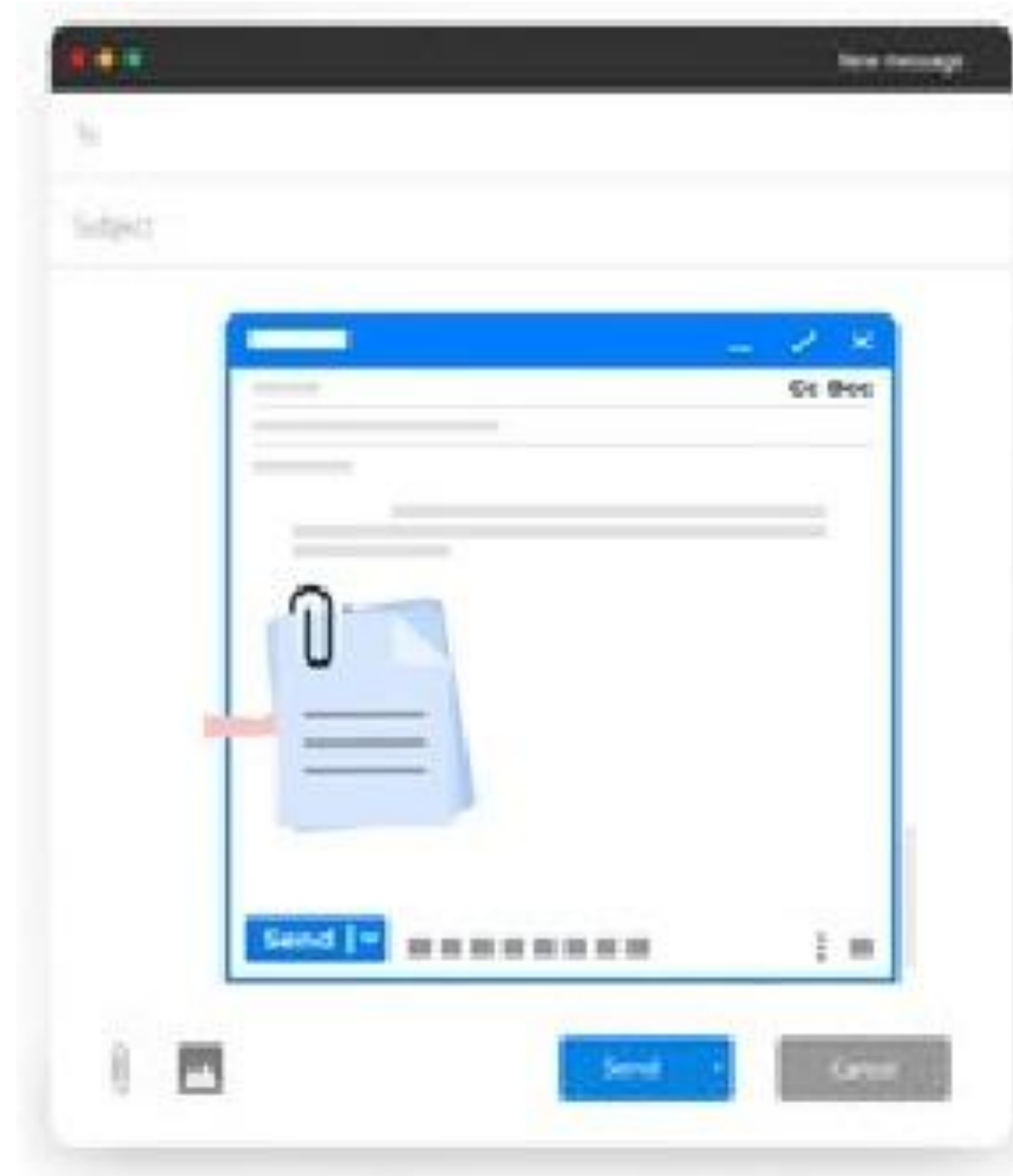


Step 1 - Take A Picture



Take a high-resolution picture or screenshot of the document proof of the wellness activity or reference number, and email it to yourself.

Step 2 – Save The Picture





Download the picture from your email on to your computer.

Step 3 – Uploading To WWH Employee Wellbeing Program

3.1 Activities Page

Activities

Please click each activity below to see the instructions for points submissions. A green check mark only indicates you have made a submission, not that it has been approved. Please click on the item to check the status.

Activity Name	Proof Required	Due Date	Points	Status
Flu Shot	NO	09-Jul-2020	2000	
Annual Biometrics Screen...	YES	30-Nov-2020	500	

Navigate to the Activities section in the Dashboard of the WWH Employee Wellbeing Program. Click on your activity to be redirected to the specified Activity page.



3.2 Update Activity Status

Dashboard

Challenges

Health

Events

Programs

Trackers

Community

Points

Activity Details

[Go to Activities](#)

Flu Shot [Optional]

Current Status : Not Started Due-Date : 09-Jul-2020 Points : 2000

[Update Status](#)

Why is this activity important?

Flu vaccines cause antibodies to develop in the body about two weeks after vaccination. These antibodies provide protection against infection with the viruses that are in the vaccine.

The seasonal flu vaccine protects against the influenza viruses that research indicates will be most common during the upcoming season. Traditional flu vaccines (called "trivalent" vaccines) are made to protect against three flu viruses; an influenza A (H1N1) virus, an influenza A (H3N2) virus, and an influenza B virus. There are also flu vaccines made to protect against four flu viruses (called "quadrivalent" vaccines). These vaccines protect against the same viruses as the trivalent vaccine and an additional B virus.

Action you need to take

When should I get vaccinated?

Flu vaccination should begin soon after vaccine becomes available, if possible by October. However, as long as flu viruses are circulating, **vaccination should continue to be offered throughout the flu season**, even in January or later. While seasonal influenza outbreaks can happen as early as October, during most seasons influenza activity peaks in January or later. Since it takes about two weeks after vaccination for antibodies to develop in the body that protect against influenza virus infection, it is best that people get vaccinated so they are protected before influenza begins spreading in their community.

Flu vaccine is produced by private manufacturers, and the timing of availability depends on when production is completed. Shipments began in August and will continue throughout October and November until all vaccine is distributed.

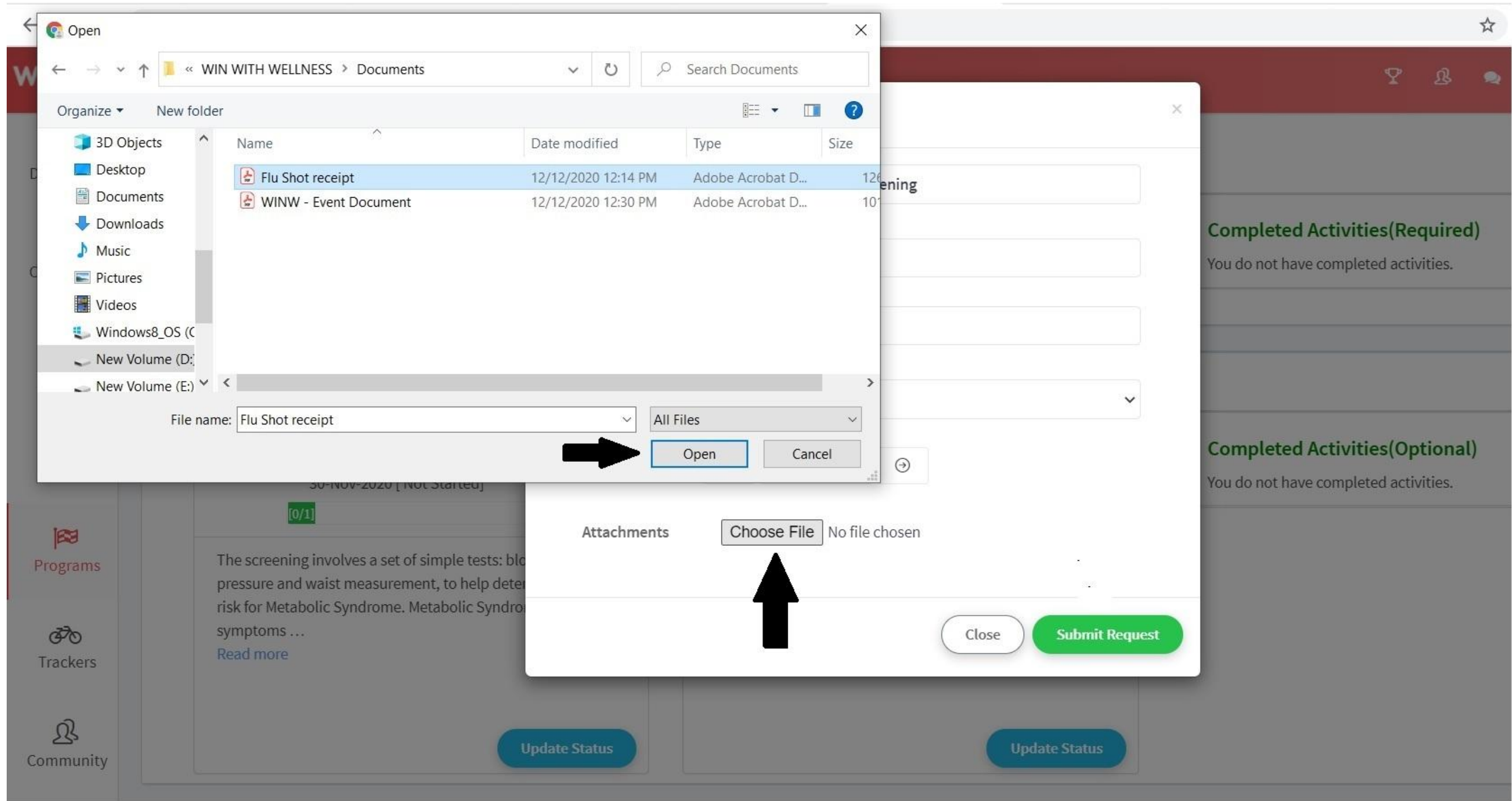
The list below is a record of your activity requests for the current rewards period.

Request Date	Status	Approved Status	Comment	Admin Comment
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Click on Update Status.



3.3 Choose File



Click on 'Choose File' and select the document from your computer. Click 'Open' and upload the document.



Add Activity Request

Activity Name: Annual Biometrics Screening

Comments: [Empty]

Points: 500

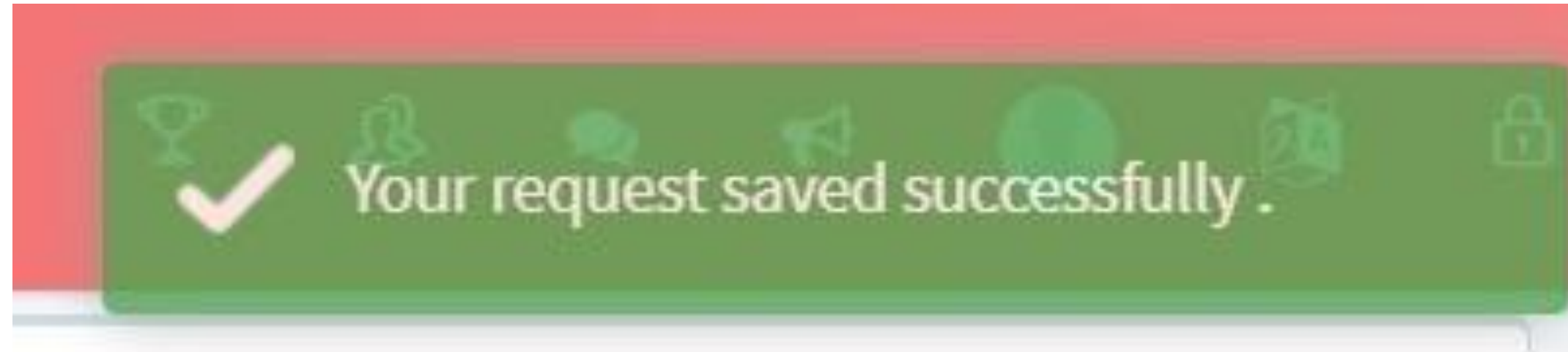
Activity Status: Completed

Activity Date: 24-Dec-2020

Attachments: Choose File Flu Shot receipt.pdf

Close Submit Request

After uploading the document, click 'Submit Request' to mark the activity as complete.



You will receive a confirmation message at the top right.
The message indicates your document proof was submitted
and activity marked as complete.



Thank You

Your documents and points will be verified soon.

For more information, contact the
WWH Employee Wellbeing Program.

Email: Natasha.ward@wwhealth.org