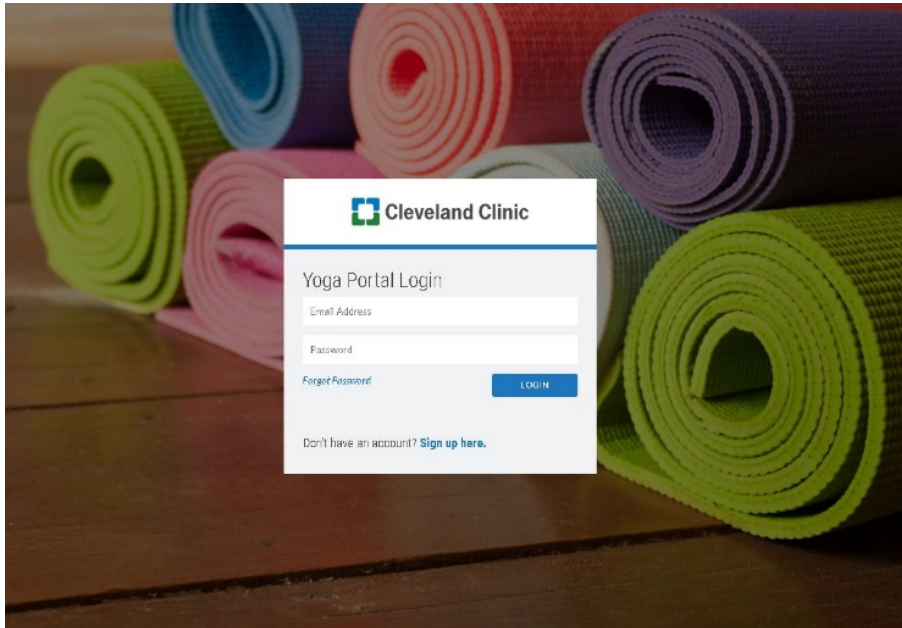


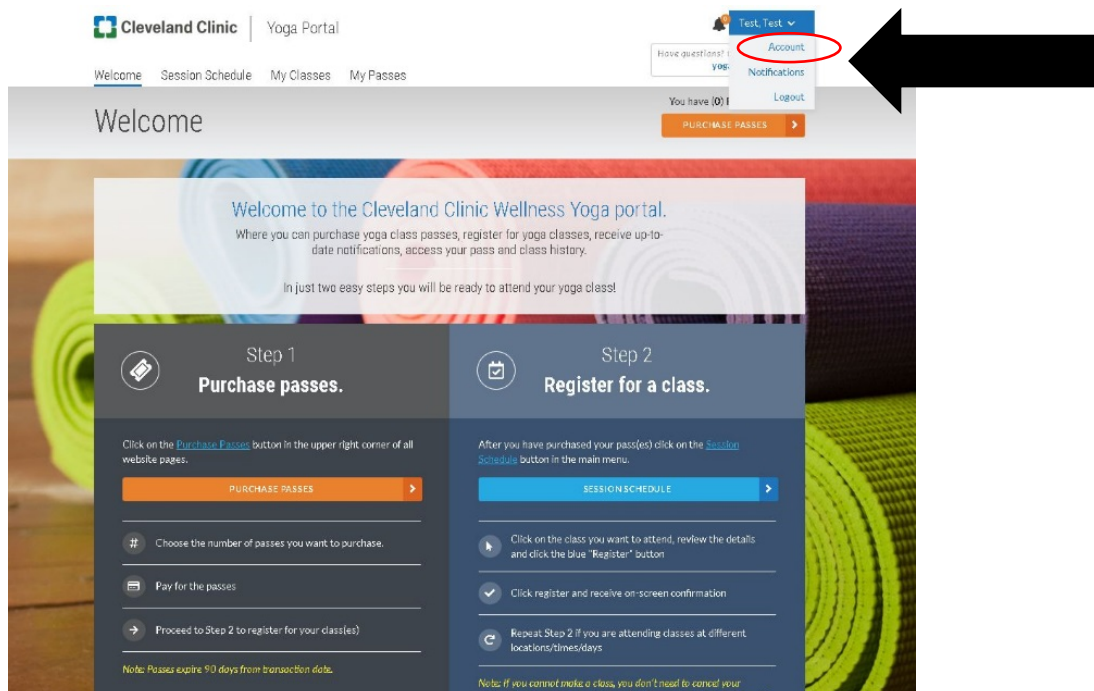
# Cleveland Clinic Yoga Portal Job Aid

## Account Update for EHP Healthy Choice Credit

1. Log into the yoga portal website using your existing credentials.



2. Click on your name at the top right of the page, and select "account" from the drop-down menu.



# Cleveland Clinic Yoga Portal Job Aid

## Account Update for EHP Healthy Choice Credit

3. On the account details page, complete the following steps:
  - a. Ensure that your registration type is “CC Caregivers and Dependents”
  - b. Enter your Employee ID
    - Dependents: enter your Caregiver’s Employee ID
  - c. Select “yes” to indicate that you would like your visits to be counted for EHP credit
  - d. Enter your EHP Member Number, found on your insurance card
    - Dependents: enter your own EHP Member number
  - e. Enter your birthdate
  - f. Click the box to authorize release of attendance info to EHP
  - g. Click the “update account” button



REGISTRATION TYPE \*

CC Caregivers and Dependents  Community

EMPLOYEE ID (For dependents, please enter your CC Caregiver's Employee ID) \*

WOULD YOU LIKE YOUR YOGA VISITS TO COUNT TOWARD EHP HEALTHY CHOICE PROGRAM? \*

Yes  No

EHP MEMBER NUMBER \*

EHP MEMBER BIRTHDATE \*

AUTHORIZATION FOR RELEASE OF INFORMATION

I am in agreement to provide my attendance records as required to CC EHP for verification of participation in the program. I understand this information is necessary for Healthy Choice credit consideration. This information is confidential and will ONLY be used to report program success in the aggregate. The release of my yoga attendance records to CC EHP will terminate upon termination of employment, if I cease to be a member of the EHP, or if I do not meet program requirements.

I authorize release of my attendance info to EHP.\*

4. If necessary, purchase passes and register for the class/es that you plan to attend.
5. When you arrive for class, be sure to check-in with the instructor.