

HOW-TO GUIDE

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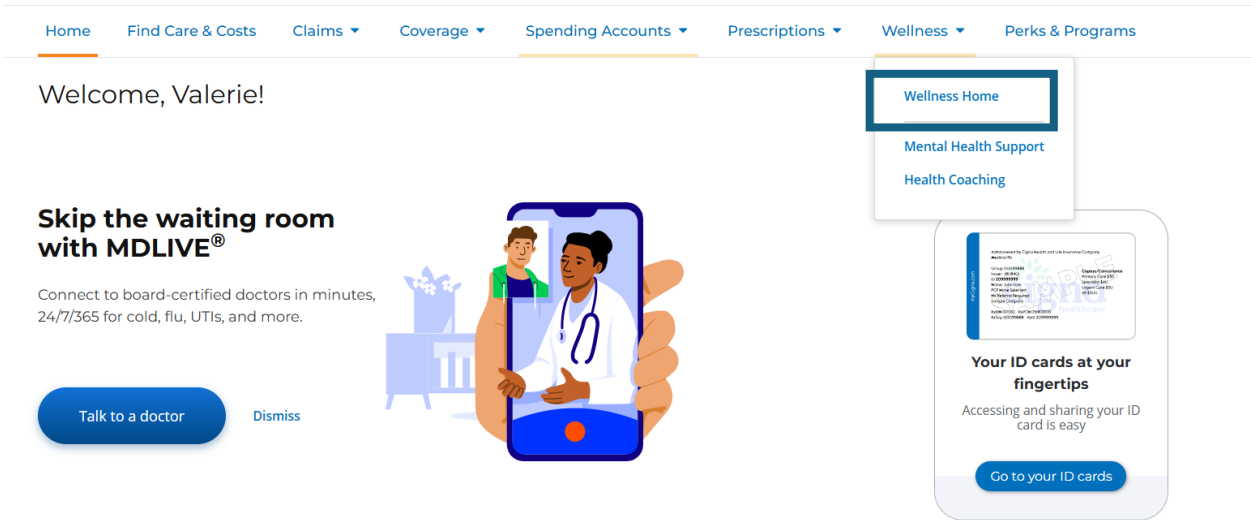
wellness@ocfl.net



Logging into Personify Health for the First Time

Logging into Wellness Platform:

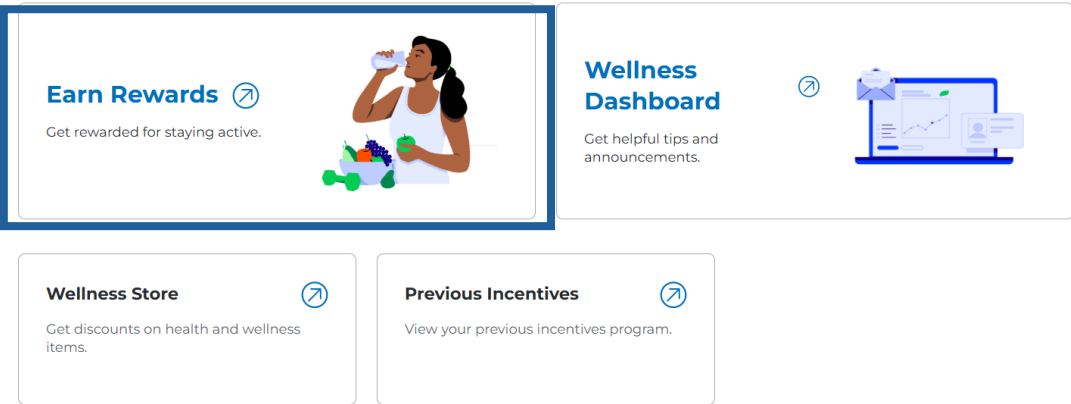
- Log into www.myCigna.com
- Click on “Wellness” then “Wellness Home”



- Click on “Earn Rewards”

Rewards

Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



4. First Time Logging into Personify Health:

- Do not change employee ID number. This is specific to each member.
- Confirm email address
- Enter time zone
- Check off terms and conditions

Complete Agreements & Enrollment

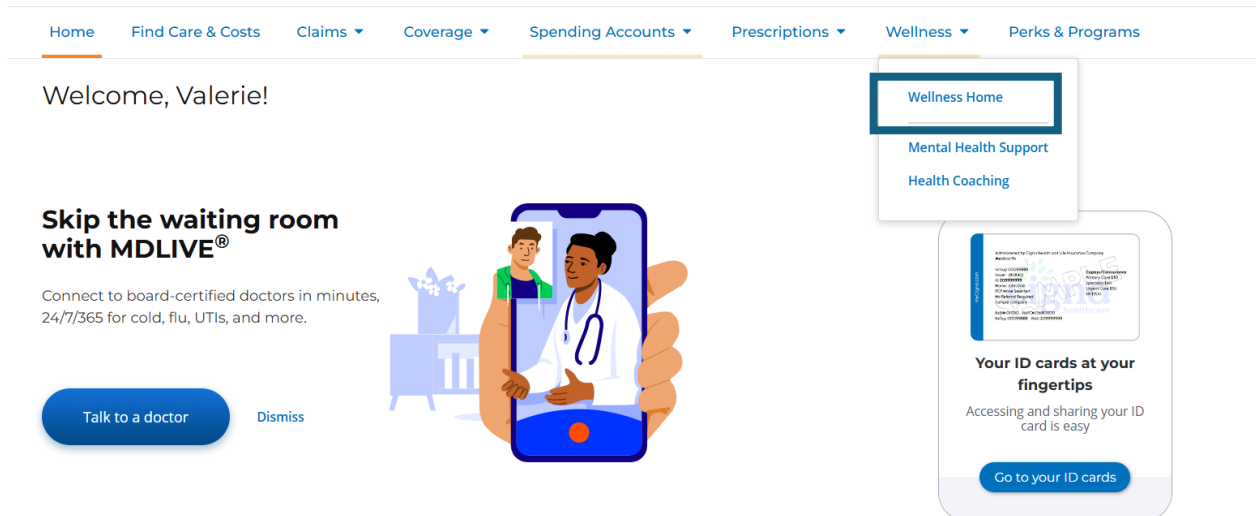
This screenshot shows the 'Agreements' step of the Cigna Healthcare sign-up process. The page title is 'Sign Up For Better Health'. A 'Select Language' dropdown menu is set to 'English (U.S.)'. The main heading is 'Agreements'. Below it, a paragraph explains that the user must check boxes to agree to the legal terms and privacy practices. A progress bar on the left shows four steps: 'Identify' (selected), 'Agree' (highlighted with a red arrow), 'Create', and 'Finish'. The 'Agree' step contains two checkboxes, both of which are checked: 'I have read and agree to the Wellness Program Member Privacy Notice' and 'I have read and agree to the Wellness Program Membership Agreement'.

For illustrative purposes only

This screenshot shows the 'Tell Us Who You Are' step of the Cigna Healthcare sign-up process. The page title is 'Sign Up For Better Health'. A 'Select Language' dropdown menu is set to 'English (U.S.)'. The main heading is 'Tell Us Who You Are'. Below it, a paragraph explains that the user's information will be used to confirm eligibility. A progress bar on the left shows four steps: 'Identify', 'Agree' (highlighted with a green circle), 'Create', and 'Finish'. The 'Tell Us Who You Are' section includes three input fields: 'My email address', 'My email address confirmation', and 'My time zone'. A 'Submit' button is located below the input fields. At the bottom, there is a link that says 'Already a member? Sign in'.

How To Complete Your Health Assessment

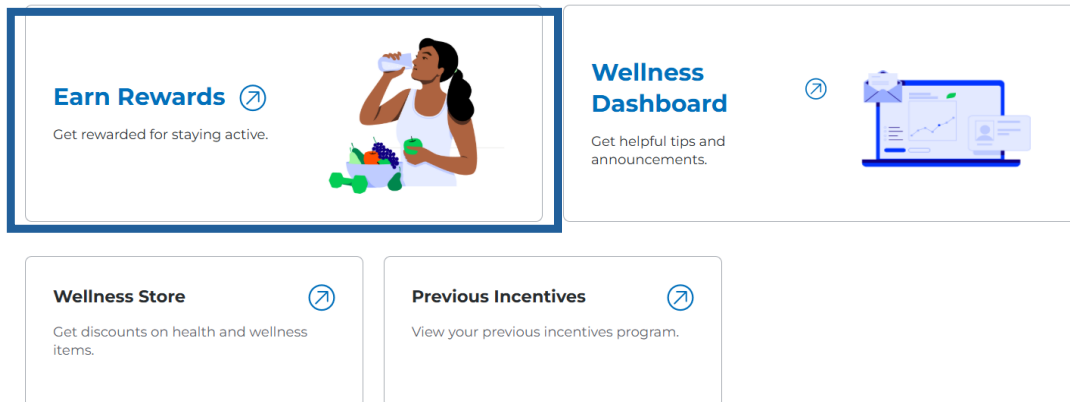
1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”



3. Click on “Earn Rewards”

Rewards

Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



- Once logged into Personify Health, scroll down to “Gatekeeper” and click on “Health Assessment Survey.”

PRIORITY

Gatekeeper

HOW TO EARN:

1/2

Complete 2 Actions
30 Points

30

ACTIONS:

✓

[Health Assessment Survey](#)

[Biometric Screening](#)

Health Assessment Survey

Introduction

Everyday You

Energy & You

Your Body & You

Results

Better Health Starts With Better Understanding



Our health can feel like a mystery sometimes, but it doesn't have to. This quick survey helps you get to know ... you! Spend 5 -10 minutes answering questions about your health and habits, and we'll create a handy personalized summary. Sit with it for a bit. Learn which areas you're already doing well in, plus get detailed tips on where (and how) you can still improve. See how far you can take your health with a little guidance

This is not intended to be a medical diagnosis or substitute for professional advice. Please talk to a healthcare provider if you have any questions.

Your employer or organization will not see your individual answer. It will be reported anonymously.

START THE SURVEY

* Indicates a required question

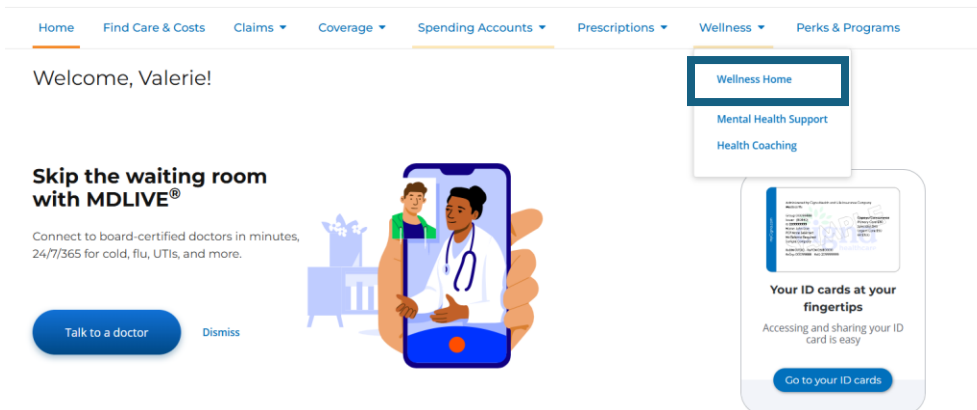
Sources

Wellness Program Member
Privacy Notice

Wellness Program
Membership Agreement

Cigna Biometric Screening Form Instructions

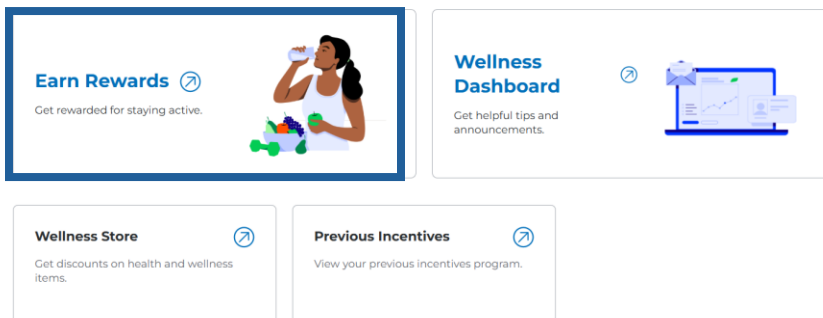
1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”



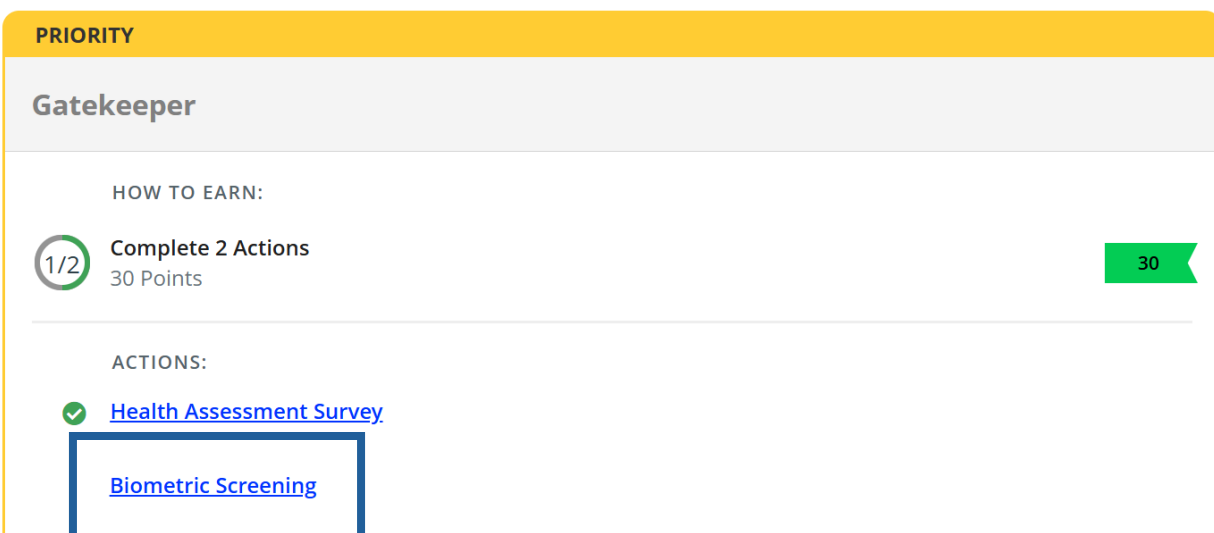
3. Click on “Earn Rewards”

Rewards

Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



4. Once logged into Personify Health, scroll down to “Gatekeeper” and click on “Biometric Screening”



5. Click “Take Me There”

Biometric Screening



Biometric lab work, provider or onsite OCG Nurse ordered (firefighters use reasonable alternative form). Biometric Form must be uploaded for lab work / biometrics completed outside of Quest or LabCorp

● Time Remaining: 358 days



[View My Earnings](#)

6. On this page you can download and upload your form to receive credit for biometrics or lab work that was completed outside Quest or LabCorp.

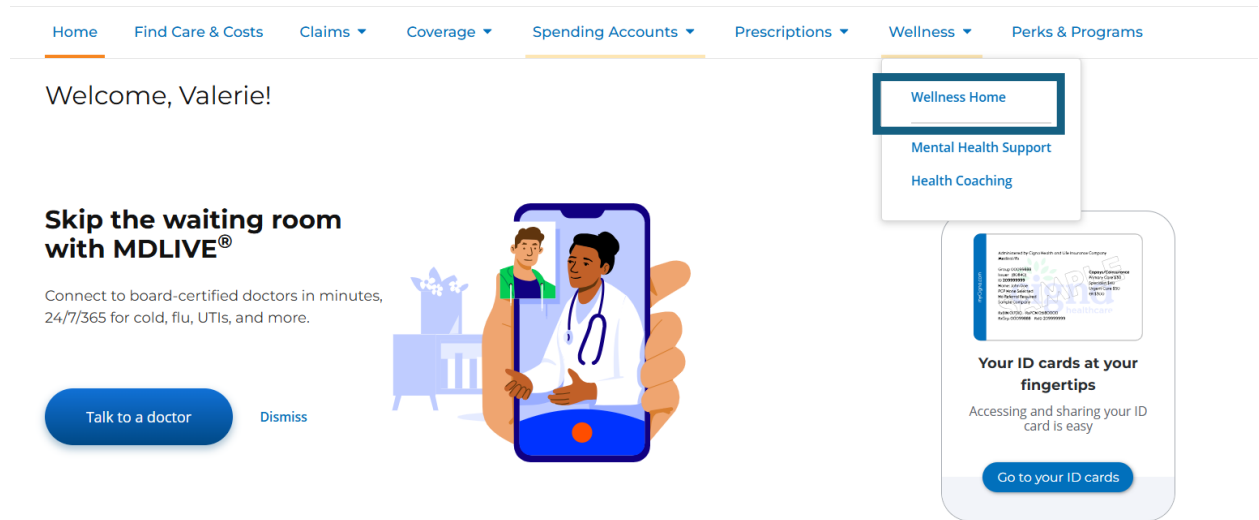
Welcome back, VALERIE!
Please select the screening form you wish to download from the list below.

[INSTRUCTIONS](#) [UPLOAD FORM](#)

Form Type	Download Form	Form Preview	Cover Letter
Biometric	DOWNLOAD	BIOMETRIC SCREENING FORM	DOWNLOAD

How to Self-Report Screenings & Wellness Activities

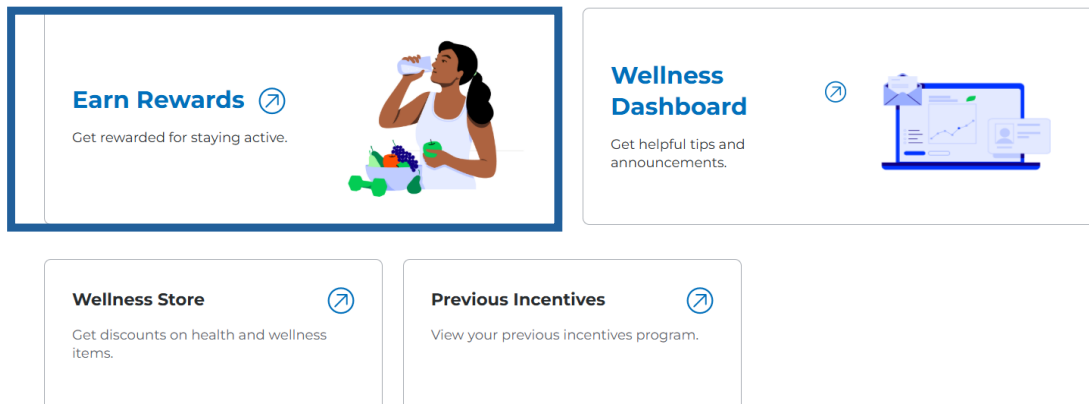
1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”



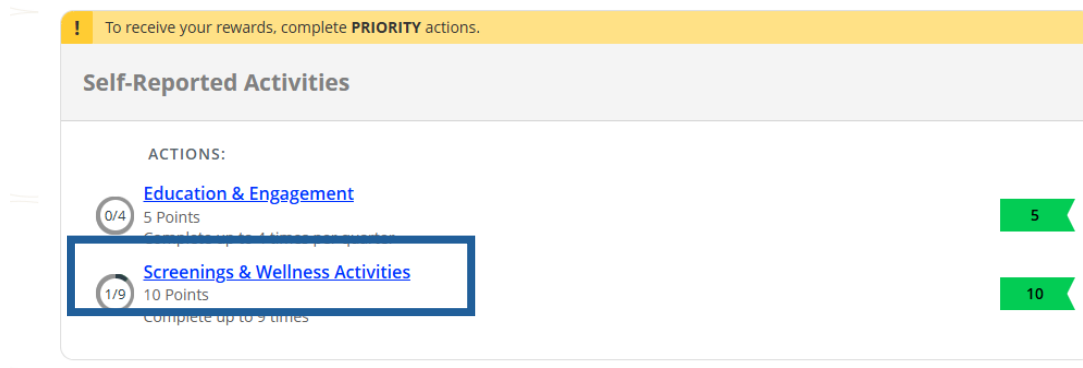
3. Click on “Earn Rewards”

Rewards

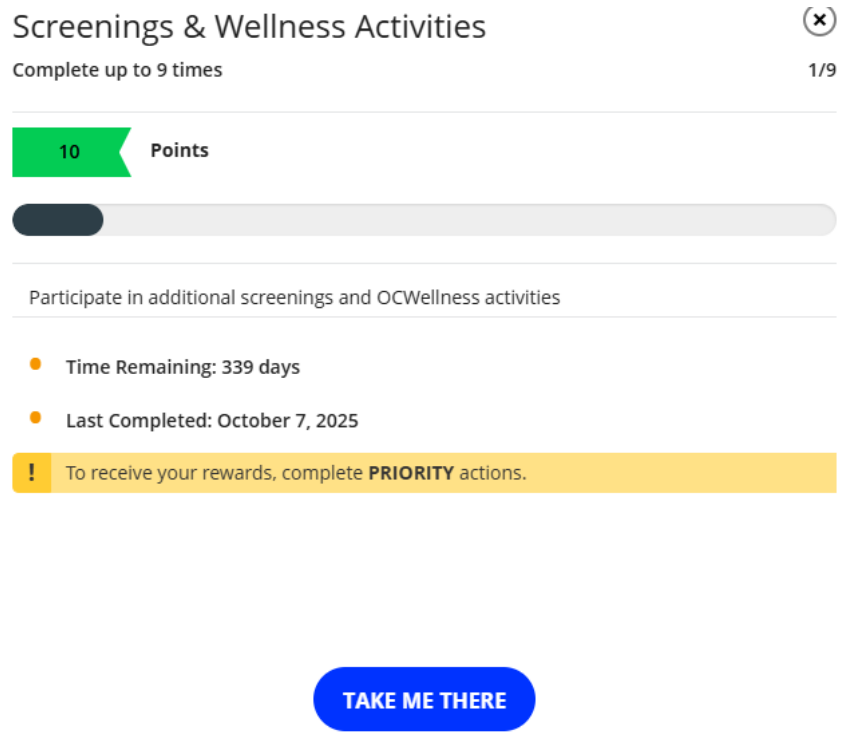
Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



4. Once logged into Personify Health, scroll down to “Self-Reported Activities” and click on “Screenings & Wellness Activities”



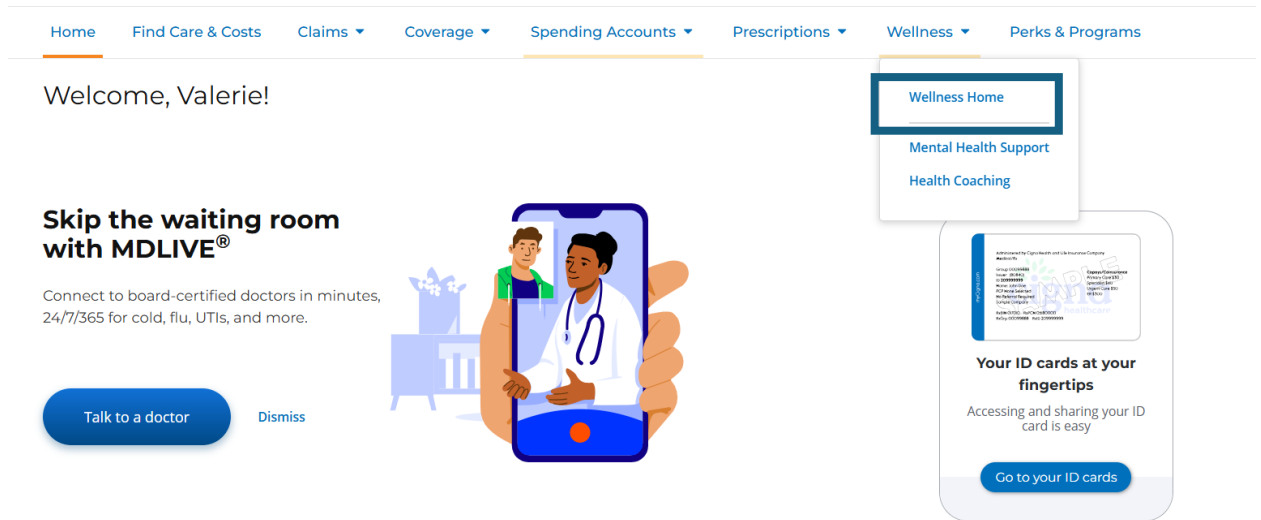
5. Click “Take Me There”



6. Click the drop down and choose the goal you would like to report. Click on the check box and click submit. Then click “OK” on the next pop-up.

How to Self-Report Education & Engagement Activities

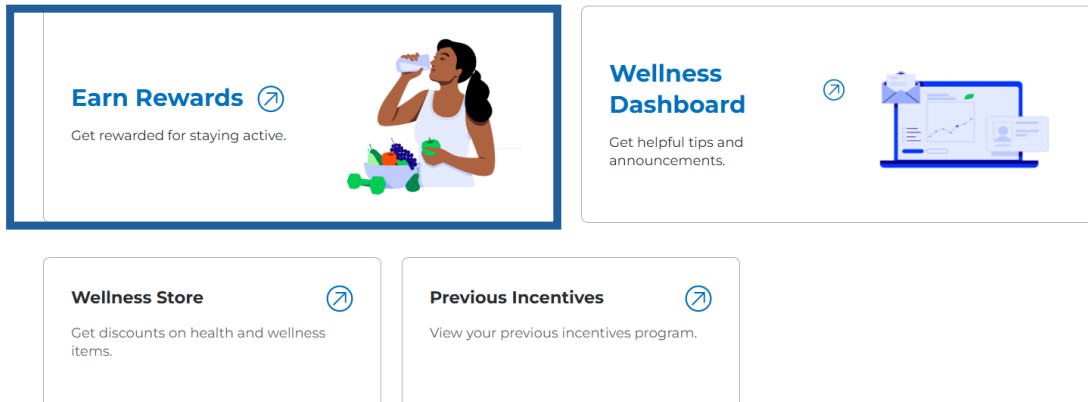
1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”



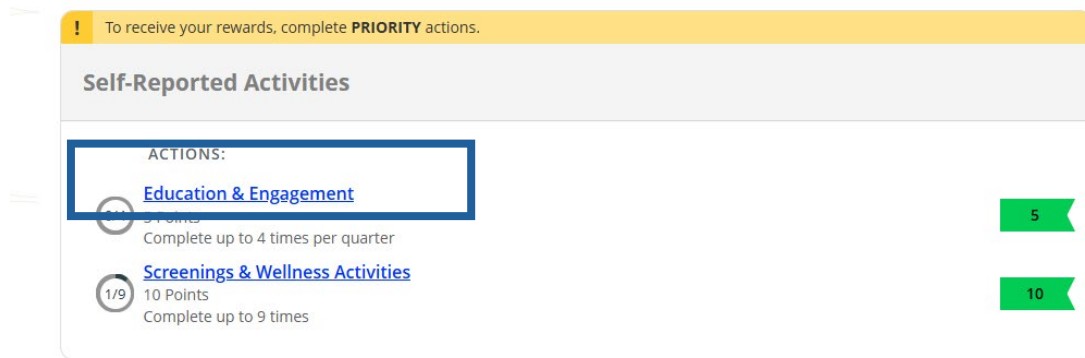
3. Click on “Earn Rewards”

Rewards

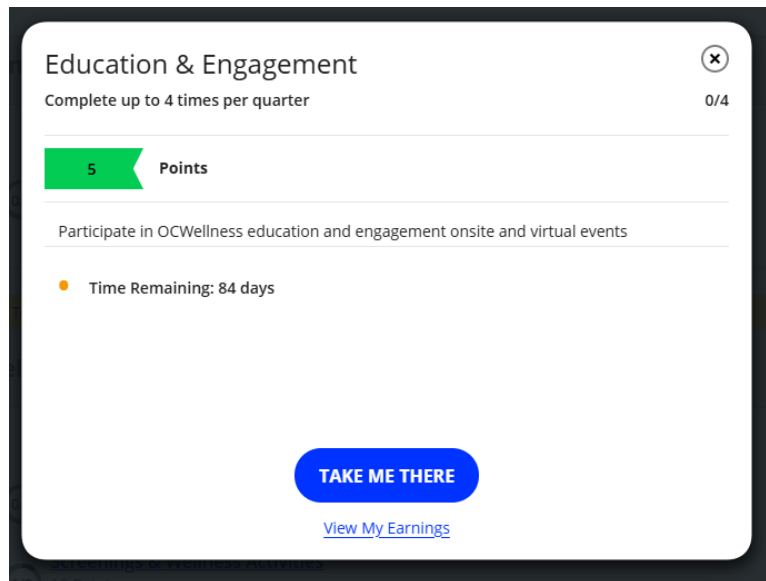
Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



- Once logged into Personify Health, scroll down to “Self-Reported Activities” and click on “Education & Engagement”



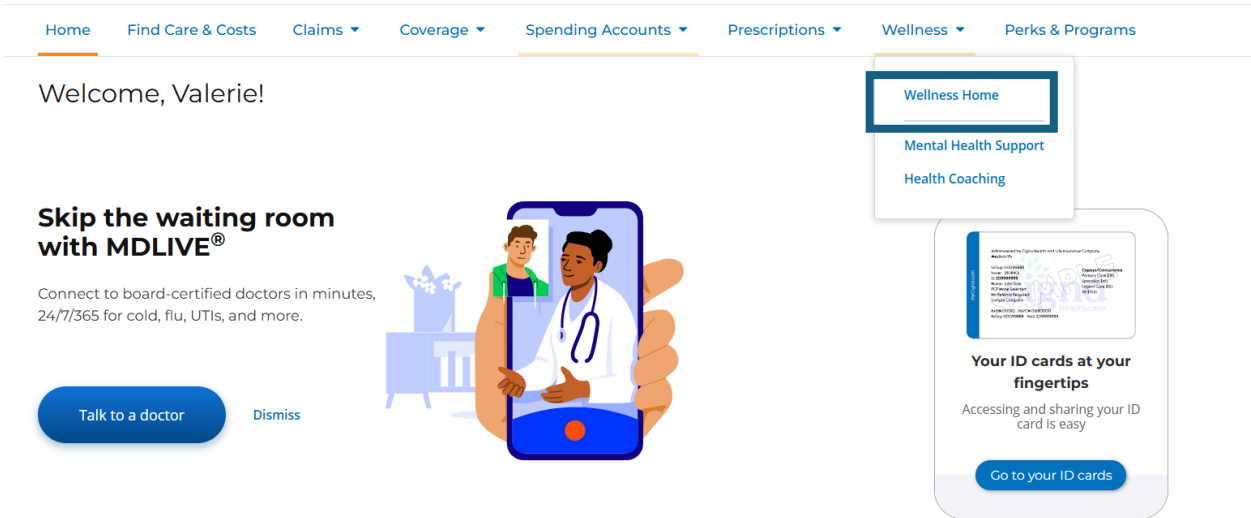
- Click “Take Me There”



6. Click the drop down and choose the goal you would like to report. Click on the check box and click submit. Then click “OK” on the next pop-up.

How to Self-Report OC Health Summits

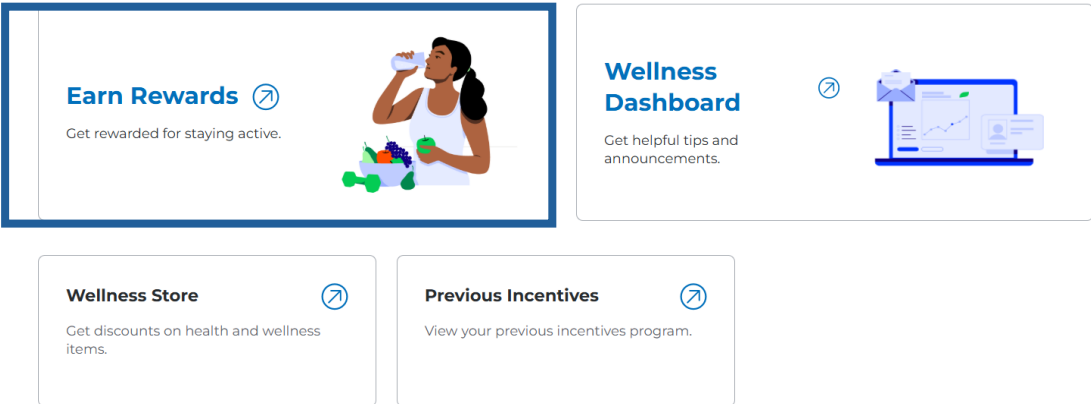
- 1. Log into www.myCigna.com
- 2. Click on “Wellness” then “Wellness Home”



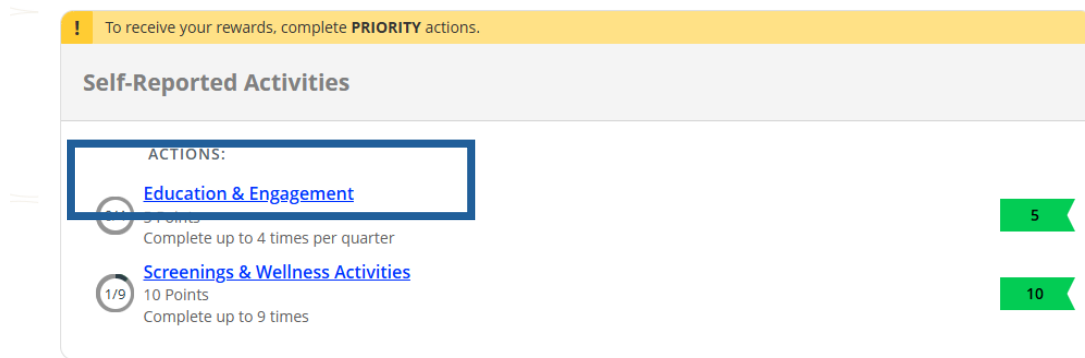
- 3. Click on “Earn Rewards”

Rewards

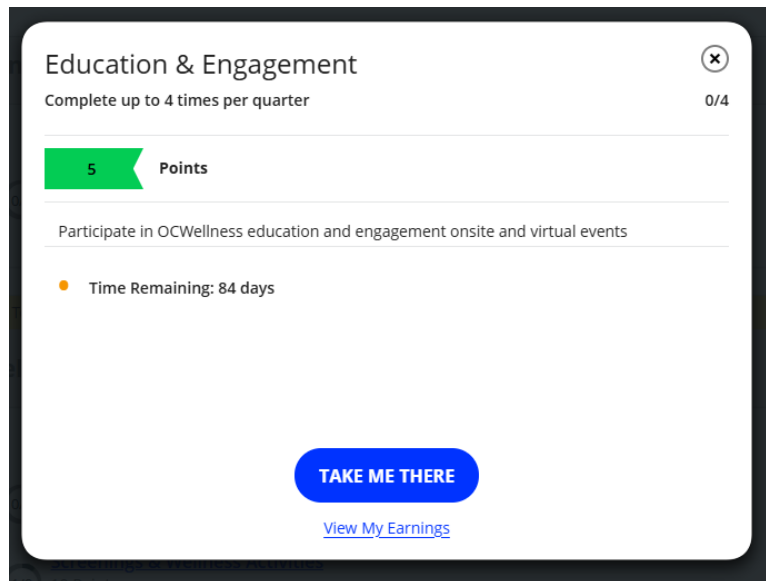
Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.



- Once logged into Personify Health, scroll down to “Self-Reported Activities” and click on “Education & Engagement”



- Click “Take Me There”



6. Click the drop down and choose “OC Health Summit.” Click on the check box and click submit. Then click “OK” on the next pop-up.

The screenshot shows a registration form with the following fields and content:

- First Name ***: A text input field with a blue placeholder bar.
- Last Name ***: A text input field with a blue placeholder bar.
- Education & Engagement ***: A dropdown menu with "OC Health Summit" selected and highlighted by an orange border.
- Completion Date ***: A text input field containing "06-29-2026".

Below the fields, there is a promotional message: "Earn 5 points for each Education & Engagement activity! Explore fun opportunities all year long—from Oct 1, 2025 to Sep 30, 2026. Jump in, have fun, and crush your wellness goals!"

At the bottom, there is a checkbox and a confirmation statement: "☐ * By clicking the box, I confirm that all of the information provided is correct and truthful."

A dark teal "SUBMIT" button is located at the bottom center of the form.

How to Check Your Point Total

1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”

Home Find Care & Costs Claims Coverage Spending Accounts Prescriptions **Wellness** Perks & Programs

Welcome, Valerie!

Skip the waiting room with MDLIVE®

Connect to board-certified doctors in minutes, 24/7/365 for cold, flu, UTIs, and more.

[Talk to a doctor](#) [Dismiss](#)

Wellness Home

Mental Health Support

Health Coaching

Your ID cards at your fingertips

Accessing and sharing your ID card is easy

[Go to your ID cards](#)

3. Click on “Earn Rewards”

Rewards

Take your health to the next level—and earn rewards—with fun challenges, healthy habits, and more.

Earn Rewards

Get rewarded for staying active.

Wellness Dashboard

Get helpful tips and announcements.

Wellness Store

Get discounts on health and wellness items.

Previous Incentives

View your previous incentives program.

- Once logged into Personify Health, go to “Rewards Progress” to check your point total.

Rewards

Reward Progress

Points

Maximum reward: 510

75 Earned

What's in it for you:

Welcome to the myOCWellness Wellbeing Experience!

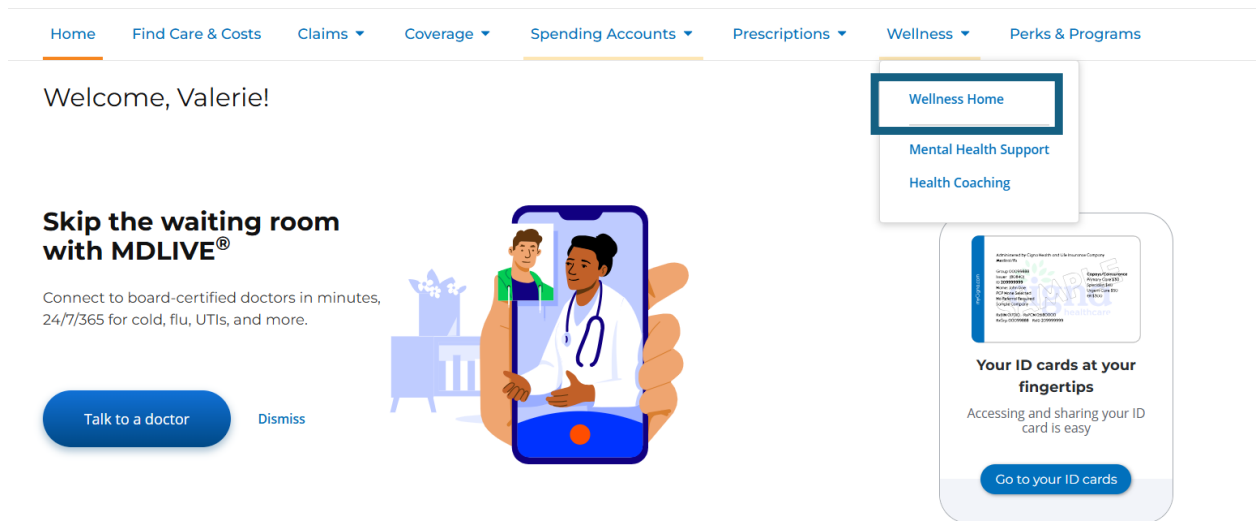
Earn a Wellness Flex Credit & Day Off!
Focus on your health to lower 2027 Cigna premiums.
Questions? Contact Wellness@ocfl.net

How to earn

Earnings history

Locating Media Content in Personify

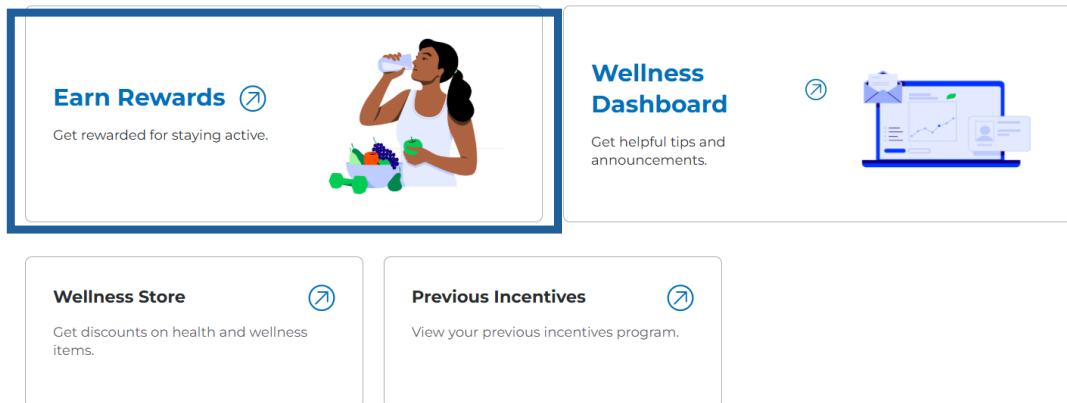
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- Click on “Wellness” then “Wellness Home”



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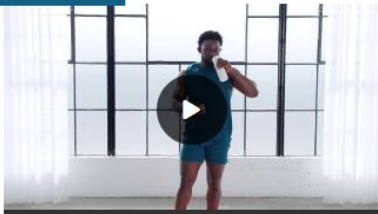
- Click on “Media” and you can choose your topic in the top left corner.

MEDIA

Browse quick, informative content that helps you work on your fitness, mindfulness and more.

Topic ▼

Sort: Newest ▼



Hold and Go

22:09

New



Core Strength and Stamina

20:01

New



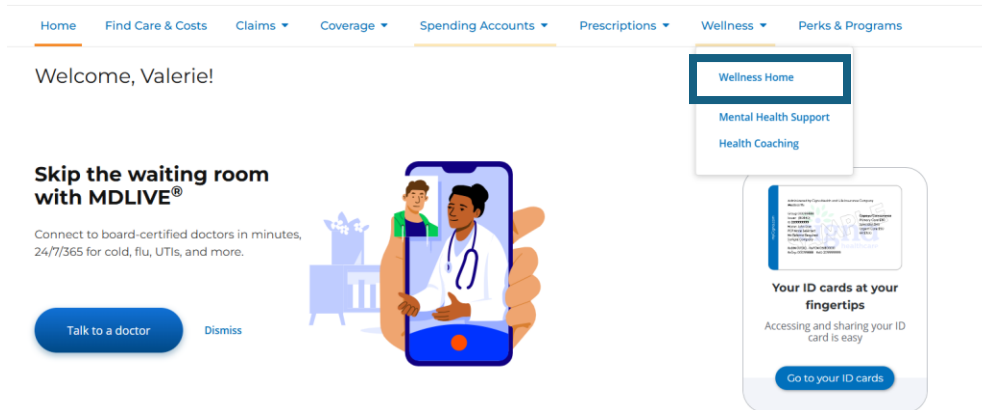
Easy Abs

13:04

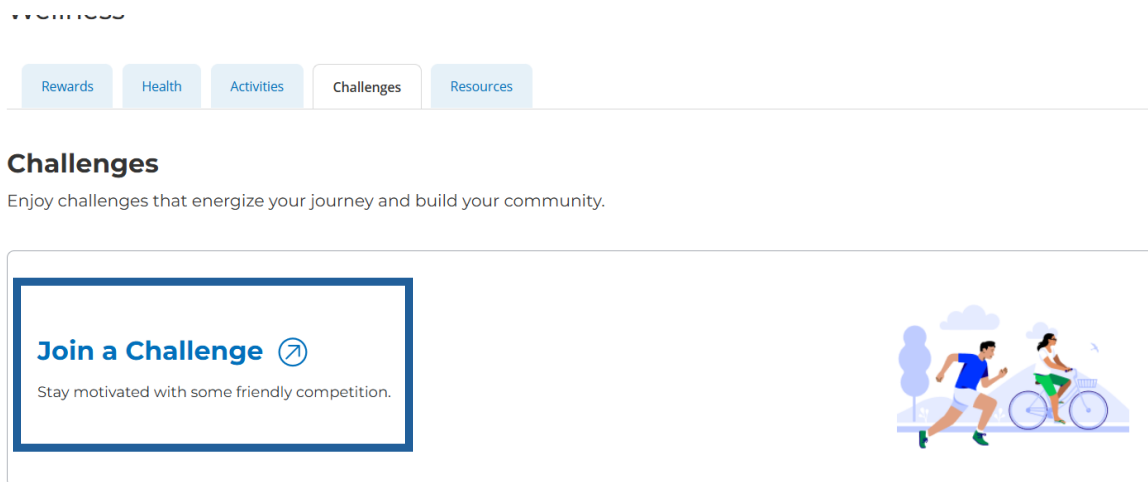
New

Join a Cigna Challenge

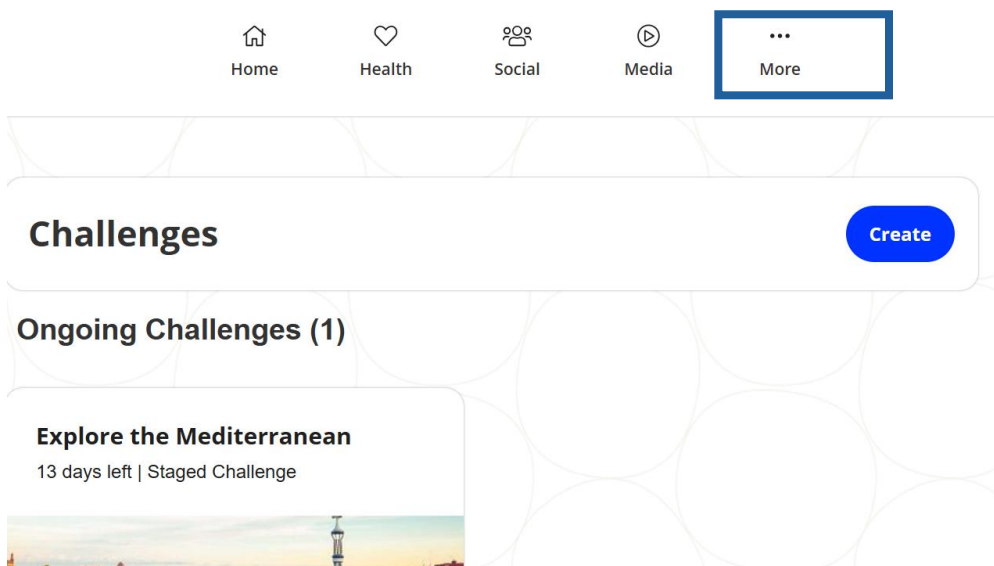
1. Log into www.myCigna.com
2. Click on “Wellness” then “Wellness Home”



3. Click on “Challenges” then “Join a Challenge”



4. To connect your device to track your steps, click on “More” then “Devices and Apps.”



5. On this page you can connect to your fitness tracker.

Devices & Apps

My Devices & Apps

[Learn more by visiting the support pages.](#)

