Login- First Steps

To get started, the Student Health Center has provided you with a **User ID** and **Password** to login to your Student Health Center Portal where you can access your profile and complete your health history. The provided User ID will not change for these first steps but you have an option to change it at any time once you login. Your password is temporary and you will be prompted to change it once you log in. If you should ever forget or have trouble with your ID or password, please contact the Health Center at 515-263-2823.

You will not be able to login until you have been issued a GVU Student ID#. Please wait for your Student ID# to proceed.

<u>Activate your Credentials</u> to have your ID/Password emailed to you, or if you have responded to your security questions in a prior login proceed now to <u>Forgot Password</u>.

Login HERE to your Grand View Student Health Center Portal. Please make note of your User ID and Temporary Password.



If prompted, reset your password

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Change Password : New Password : Confirm New Password : Change Password : Change Passwort Change Passwort Change Passwort	Please make n User ID : 0132 Password 9NJ Thank you, Vivature https://blueoc	ote of your User ID and temporary	Password below

Login with your new password.

🗲 🔒 https:/	/blueocean. edh.com /welcomescreen.aspx	
Login to You	r Account	
User ID	01329152	
Password	•••••	
Need Help? / I	Login Vew User Registration	

Change your User ID to your GVU Student ID#.

SNOOPY BROWN	
Change User ID	
Change Password	
Logout	
	SNOOPY BROWN Change User ID Change Password Logout

Login again with your new User ID and Password.

Your Portal Account

- 1. Check that your demographic information is correct. Click **Demographic Changes** in the menu to update your Email Address (*grandview.edu*), Phone Number(s), Birthdate and/or Address. Return home is when complete to continue.
- 2. Submit an image of your Health Insurance card with the FREE **NExTT PIC** App
- 3. Complete/Update/Confirm Parent/Guardian Information. (instructions here)
- 4. Complete/Update/Confirm Emergency Contact Information. (instructions here)
- 5. Answer your Security Questions in case you forget your ID/Password.
- 6. Complete your Health History. (instructions here)
- 7. Upload your Immunization records. (instructions here)

Home	Welcome SNOOPY to access other deta	BROWN, you have ils.	e logged into your Student Portal	for ABC VIV	ATURE UNIVERSITY. The Menu on the left allows you
····· Calendar			Student	Details	
Appointments	Student ID	ZZPEA000A	Name	SNOOPY BR	ROWN
Health History	Date of Birth	10-29-1994	Gender	Male	
	Marital Status	UNKNOWN	SSN	***-**-1112	0
Other Useful Links	Address	1234 STREET, CIT	Y, HI 33333		
Porms & Documents	E-mail	JCAMPBELL@VIV	ATURE.COM		
Contract Info Changes	Home Phone		Cell Phone	666-222-111	
Contact Info Changes	Int'l Student?		Class	SOPHOMO	RE
Address Changes	Enrollment Date	01-01-2015	Inactivation Date		Change Photo
Address changes	Roster Height		Roster Weight	174	
Medical History	Sport	ICE HOCKEY - M	EN Jersey Number		
····· Virtual Files	Sport Por Insta	Use the NEx	TT PIC App to		
Forms	Enrollm St	ubmit a copy o	of your health		
My Fill-In Forms	On Can insura	ince card.(instr	ructions next page).		
My Security Questions 5	Provider				
Hours of Operation	NCAA Consent?				
Lab Results	Alerts Oth	ner Sports	rance Parents/Guardians	Contacts	Scholarships Events Weight History
Messages			Ale	rts	
	Alert Type		Description		Comments
	ADHD		ADHD/ADD		Trouble focusing in the

---RESOURCES ----

Instead of scrolling, use the instruction links in steps 1-7 above to navigate instructions

Insurance (video)

Install and use the FREE **NExTT PIC** App **PIC** on your smartphone from <u>Google Play</u> or <u>App Store</u>. Your health insurance card information will appear in your account within a few days. <u>Here's How</u>. *Tip: place your card on a dark background in good lighting to take the best picture.*

Carrier 🗢	4:11 PM
	Attach front image
	Attach back image
	Carrier 🕾

Click the plus sign 🔝 to add information to Parents/Guardians and Contacts tabs. Complete all fields marked with a red asterisk (*) and **Save**.

Back to Portal Account Instructions

Parent/Guardian Tab (video)

- 1. Click the plus sign 🖪 to add information for each parent/guardian. Information for least one (1) parent/guardian must be entered.
- 2. Complete all fields marked with a red asterisk (*).
- 3. Include at least one (1) valid phone number for each parent/guardian.
- 4. Save 🗹 .
- 5. **REPEAT** steps 1-4 for **EACH** parent/guardian.

Contacts Tab (video)

- 1. Click the plus sign ⊡ to add information for each emergency contact. Information for least two (2) emergency contacts must be entered.
- 2. Complete all fields marked with a red asterisk (*).
- 3. Include at least one (1) valid phone number for each contact.
- 4. Save 🗹 .
- 5. **REPEAT** steps 1-4 for **EACH** emergency contact.

Health History

Click on the Health History menu option.

_		
	Home	
	Calendar	
	Appointments	
	Health History	
	Immunizations	
	Other Useful Links	
	Forms & Documents	
	Demographic Changes	
	Admin Forms	
	Medical History	
	Virtual Files	
Click to E	dit Health History	



Complete each section; 1 - 3

- Personal History Respond to questions/conditions in all Systems. Indicate Medications/Active History.
 Completing the GRAND VIEW HEALTH HISTORY section and documenting ALL of your Allergies is extremely important!!!
- 2. **Family History** Respond to questions/conditions in all Systems. Indicate conditions and family members affected.
- 3. Surgical History Click plus sign (Add Surgical History) and provide detail for each surgery.
- 4. Save.



Immunizations

1. Click on the Immunizations menu option. All steps 1-4 are REQUIRED!

Home	We
- Calendar	allo
Appointments	
- Health History	Stu
- Immunizations	Da
- Other Useful Links	M
Forms & Documents	Ad
Demographic Changes	E-r
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- Medical History	Int

- 2. Add/Upload your completed Immunization record. You can get this from your high school or health care provider.
 - a. Click 🔤 Add Immunization Document
 - b. Enter a Label ex: IMMUNIZATION RECORD
 - c. Click **Select** to browse and upload your document. You may have to scan a hard copy record to a saved location on your computer for this step.
 - d. Click Save

		CENTR	RAL METHODIST U *
Home		Immunization	
Calendar Appointments Health History	Required immunizations are listed in red.		
Immunizations	+ / dd Immunization Document		
mmunizations Other Useful Links	+ Add Immunization Document Attachment Date	Description	View
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Add Immu	nization Document		
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×	05-15-2017	*	Select

Add Immu	nization Document		
d	Attachment Date	Description	View
×	05-15-2017	IMMUNIZATION RECORD .	Imm Doc.pdf xRemove
		There are no Immunization Documents to be displaye	d

- 3. Document dates given for each vaccine in the vaccine list.
 - a. Click the pencil beside the exact vaccine received. Not all vaccines in the list are expected to have been received.
 - b. Enter the date the vaccine was administered from your immunization record. Be sure dates for each required (red) vaccine is entered.
 - c. Click Save

а	1	MMR1				No Data	
	I	mmunization : MMR1		Date Giver	2-12-2000 IIII		
	١	Waiver : Select	*				
			c 🗹 🗶				
	1	MMR2				No Data	
	1	Measles Titer				No Data	
	1	Measles Rubella1				No Data	

4. Scroll to the bottom of the page and complete the TB questionnaire. Click Save.



Activate Credentials

- IF you've logged in before and answered your security questions, skip this step and click here for Forgot Credentials instructions.
- IF you remember your login ID and Password, please skip this step and click here for Portal Login instructions.
- Please contact your clinic or athletic training staff with any questions or for assistance throughout this process.
 - 1. Go to https://blueocean.edh.com
 - 2. Click New User Registration

gin to Your Ac	count			
ser ID				
issword				
		Login		

3. Click Activate Credentials

Login Cred Intials
These options are allowed only for pupployees / Students /Parents.
New User Registration Forgot Credentials Activate Credentials
User Registration
Registration For : 💿 Student G Employee G Parent
If you don't have / forgot your E-mail ID, please contact your School
Student ID : *

- 4. Complete all required (*) fields
 - a. GVU Student ID#
 - b. Last Name
 - c. First name
 - d. Date of Birth
 - e. E-mail Address (this MUST be the same email currently associated with your account Likely your school email address. If your school email address doesn't work, try another email address that you may have provided the school)
- 5. Type the captcha code from the image
- 6. Click Get Login Credentials



- 7. IF (follow instructions for a, b or c)
 - a. If activation is successful, congratulations! Your new credentials to access the NExTT portal will be emailed to you. Make note of the user ID and password and <u>click here now to go to Portal Login Instructions.</u>

	From
You User ID and Passworg has been sent to your email id on file.	Please make note of your User ID and temporary Password below User ID : 01662017 Password : XYNRIM
7 ок	Thank you, Vivature https://blueocean.edh.com.

b. If you are prompted that "The information you have provided does not match our records"



Click **OK**. All information entered must match information in your account. **Try again** with alternate information (ex: an alternate email). Contact your Clinic or Athletic Training Staff with issues.

c. If you are prompted that you are *already registered*, that means you have already supplied answers to *security questions* in a prior login. <u>Click here now to go to Forgot Credentials.</u>

	These options are allowed only for Employees / St
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	Step 1 : School Identification
ок	Step 2 : User Validation
	Student ID · Crav777 *

---Do not scroll past this page - Use the links in a, b <u>**or**</u> c above navigate to your next step---

Forgot Credentials

This feature only works if you've logged into your account before and you answered your security questions.

Watch Video

Go to https://blueocean.edh.com

Click New User Registration

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Step 1 : User Identific	ation			

Step 1 : User Identification
User ID :
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Generate New Image

Open the applicable tab. Complete all required fields. Both options require answering your security question. Your credentials will be emailed to the email address on record.

- 1. Forgot Password allows you to reset your password
 - a. Enter User ID (If you don't remember your ID move to step 2)
 - b. Type the CAPTCHA Click Continue
 - c. Answer your security question
 - d. Enter your preferred password, confirm it and click Change Password.
 - e. Login with your new password.

Forgot Password Forgot User ID		
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- 2. Forgot User ID Have your ID and password emailed to you.
 - a. Enter last & First name, Date of birth and the email address on file.
 - b. Type the CAPTCHA Click **Continue**
 - c. Answer your security question
 - d. Click Continue. Your User ID and Password are sent to your email ID.

Format Research Lines 17 100	
Forgot Password	
Forget Credential for 1 @ Student C Employee Parent	
Step 1 : User Identification	^
Last Name : Broon * First Name : Snoopy *	
Date of Birth : 10-25-1954 🧱 * E-Mail ED : jcampbel@vhaturs.com *	
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4un38 Type the code from the image	
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Ship 2 i Security Constant	*
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Back to Login Page	
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Your User ID and Password are sent to your em	ail id.
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Back to Portal Account Instructions