STEP 1: Obtain your biometric values.
If you’ve been to the doctor or lab within the past 6 months, you may use the biometrics obtained. Please call their office and request a copy of your results as you will need to have them readily available to move on to step 2. Be sure you obtain the results of your total cholesterol, HDL cholesterol, blood pressure, height, weight, and waist circumference. You can also participate in a free onsite health screening offered by Palm Beach County and Cigna.

STEP 2: Complete your online health assessment.
Upon obtaining your biometrics the next step is to complete the online health assessment. The health assessment may be accessed by going to:

Once you are within the health assessment you will proceed to answer all questions. It takes about 20-30 minutes to complete the health assessment. The health assessment is considered to be completed when all questions have been answered and biometrics are input correctly. The following are detailed instructions on how to input the biometrics portion of the health assessment.

**How to enter your biometric values into the health assessment.**

1. **Height**
   - Enter your height in feet and inches.

2. **Weight**
   - Enter your weight in pounds.

3. **Waist circumference**
   - Enter your waist circumference in inches.

4. **Blood pressure**
   - Enter your systolic and diastolic blood pressure correctly. Do NOT check the box, “I’m not sure”.

5. **Total cholesterol**
   - Enter your total cholesterol level correctly. Do NOT check the box, “I’m not sure”.

6. **HDL cholesterol**
   - Enter your HDL cholesterol level if you are unsure of the numeric value. Please select a response from the drop-down list below. Do NOT use the drop-down menu to indicate “good, bad, or normal.”

If you enter information into both fields the system will not allow you to proceed. Only enter information into the first field.