

## Wellness Portal Registration

Register for access to the County of Los Angeles wellness portal. With an account, you can sign up to attend Countywide Fitness Challenge (CFC) events and Healthy Connections lunch and learns.

### Step 1: Register Your Account

- Go to <u>www.LACountyGetsFit.com</u> and enter your information in each field.
- Your Invitation Code is: 1203
- Enter your First Name and then Last Name in the appropriate fields.
- Select your department from the dropdown list.
- Employee ID: select the letter your ID begins with (either E or C) from the dropdown field. Then enter the numbers in the box.
- Enter your Email address.
- Enter your Date of Birth (ex. 1/3/1980)
- Select the Medical Plan you are enrolled in for 2019 from the dropdown list.
- Enter your Medical Plan Member ID.
- Enter the digits of your Social Security Number (SSN) as specified on your screen.
  - Depending on your medical plan, you will enter either all 9 digits or the last 4 digits of your SSN.
- Next, type the code from the image that is displayed on your screen.
- Click the blue Continue button to proceed to creating your account credentials.

#### Follow the instructions on the next page.

my Benefits Channel,
Already registered? Click the login button <u>Need Help?</u>
Not yet registered? Complete the form below
By completing and submitting the information below, as well as any other information you subsequently provide within this portal, you hereby (i) represent that said information is true and accurate to the best of your knowledge, and (ii) consent to the utilization and distribution of said information to relevant parties for purposes of administering the Countrylide Hirtness Challenge, including, but not limited to, participation reporting to facilitate reward distribution, as applicable.
Invitation Code
Last Name
E v - Email · Date of Birth
ex: 1/3/1980  Medical Plan  N/A – I am not enrolled in any medical plan  Medical Plan Member ID
Last 4 digits of your SSN Type the code below from this image
Generate New Image
○ Continue

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# Wellness Portal Registration

### Step 2: Create your Username and Password

- Complete each field shaded red.
- Enter your username. Your username must meet these requirements:
  - Using your email address as your username is recommended.
  - If you do not use your email address, then a username cannot contain certain special characters like <, >, ', ", &.
  - Usernames must contain between 8 and 50 characters.
- Create your password. Your password must meet these requirements:
  - Password must contain between 8 and 128 characters.
  - Passwords must contain at least 1 uppercase letter (A-Z).
  - Passwords must contain at least 1 lowercase letter (a-z).
  - Passwords must contain at least 1 digit (0-9).
- Create your account credentials Username Click here for requirements Password Click here for requirements Password Click here for requirements Confirm Password \* Security Question Please Select Security Answer Confirm Security Answer \*
- Passwords cannot contain certain special characters like <, >, ', ", &.
- Passwords cannot contain your first name, last name or username.
- Passwords cannot contain certain common passwords.
- Confirm your password by retyping it in the *Confirm Password* field.
- Select a Security Question from the dropdown list. Then, enter your answer to the Security Question in the *Security Answer* field.
- Confirm your Security Answer by retyping it in the *Confirm Security Answer* field.
- Click the blue Save button to save your account credentials.

#### Congratulations, you've registered your account and logged in to the portal!

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