## **How to self-report Wellness Activities for Incentives**

Have you participated in an event and need to report it for incentive payout?

Have you had your annual check-up and want to get Wellness credit?

Certain items with our Wellness Incentive Program must be self-reported by the employee to get credit. To see the allowable items and report visits – follow the steps below.

1. Log-in to your Onlife BYS Health account – please refer to the member or non-member flyers on how to access your account.

2. Once you are logged in, look for the "Allowable Activities" Link at the top of the page



3. Click your activity and report the date of completion.

If you have any questions, please contact Risk Management at 850-689-5977 and we will be happy to assist you.