



HQ How-to

A Step-by-Step Look at Taking the HealthQuotient™ (HQ)

Logging In to HealthFlex/WebMD

1. Open your Internet application (e.g., Internet Explorer, AOL, Firefox, etc.).
2. Go to the General Board Web site (www.gbophb.org).
3. Click on the **HealthFlex/WebMD** link.



4. If you have registered for the HealthFlex site before, enter your username and password. (Skip steps 5-7.)

5. If you have forgotten your username or password and are unable to retrieve it online, contact the General Board Health Team at **1-800-851-2201** (press 1 for the Health Team) to request this information. (Return to step 4.)
6. If you are a new user, click **“Register Now.”** (Remember, spouses must create their own usernames to qualify for incentives.)



7. Enter the required information on the WebMD site. Remember: The site is secure. You will only have to enter your Social Security number (SSN) one time, and personal health information you provide **will not be shared** with your employer.
8. If you have not already entered it, you may be asked to enter an 8-digit PIN number. This PIN was mailed to you in April 2009 or when you first became eligible for HealthFlex. If you do not have your PIN, contact the Health Team for information on requesting a new PIN from WebMD. You do not need your PIN to complete the HQ (i.e. you can select “cancel”) but will need it to access other areas of the Web site.

Taking the HQ

1. Click on the HQ link on the left side. This area will also tell you the last date you took the HQ under your own account.

GENERAL BOARD OF PENSION AND HEALTH BENEFITS
OF THE UNITED METHODIST CHURCH
Caring For Those Who Serve

WebMD
Health Manager™

settings | log out Search

Home Message Center Benefits Health Topics Health Tools

HealthQuotient Status
Last completed HealthQuotient Date:
[Update HealthQuotient Now!](#)

My Message Center
* You have 0 new messages

HealthFlex-covered spouses can enroll now in the Virgin HealthMiles walking program! Employees who have not registered can enroll at any time.
[Join now!](#)

Earn up to \$300 a year for all your steps toward better health!

Please Note: Spouses are no longer able to create a profile for themselves under the participants' accounts. Spouses must log in to HealthFlex/WebMD with their own username and password.

3. Complete the HQ and then click “**submit**” on the last page. You're nearly done. After you click submit, you'll see how risks and lifestyle may impact your health.

You're nearly done. After you click 'submit' below you'll see what all of this means for you.

[submit](#)

progress | 100%

4. Check out your score!

Your HQ Score

96

out of 100
previous score: 71

Note: WebMD offers suggestions of ways to improve your health by changing your health behaviors. Higher scores indicate better overall health. However, you should pay less attention to your actual score than to whether or not you have improved your health since the last time you took the HQ. Recommendations from the HQ follow evidence-based guidelines for the general population. Individuals with specific dietary, activity or health needs should discuss recommendations with their health care provider before making a change.

