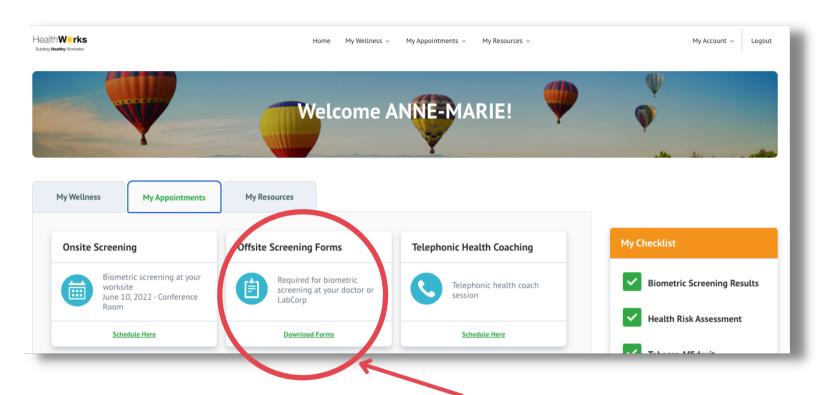
## **Guide to Offsite Forms**

## Health Works

**Building Healthy Worksites** 



## **How to Download Offsite Forms:**

- 1. Login to portal. healthworks data.com
- 2. Click the 'My Appointments' tab
- 3. Go to the 'Offsite Screening Forms' tile
- 4. Click 'Download Forms' link
- 5. Complete the **Online Waiver**
- 6. Select either the **LabCorp** or **Physician option** >> Accept >> Submit
- 7. **Download and print** the appropriate forms to take to either your LabCorp appointment or your physician's office you must take HealthWorks paperwork to your offsite appointment!

PLEASE NOTE: if you and a spouse are participating in a screening, you must login separately and each complete an online waiver so we have accurate information for all participants. If you need assistance with logging in, please contact our office at 513-751-1288.