



Enrolling Dependents in MyWellPath

➔ Step-by-Step instructions on how to enroll your dependents, enrolled in the health plan, in MyWellPath

- 1 Access MyWellpath from the Wellpath website:
www.srpmic-nsn.gov/wellpath/mywellpath/
- 2 You will land on the MyWellPath login screen.
- 3 Enter your Username and Password to Login. Click on First Time User to set up your account if you have not yet create a MyWellPath account. You can view the Register for an Account Guide at www.srpmic-nsn.gov/wellpath/mywellpath/ to get you started.



Username

Password

Login

First Time User
Forget User Name/Password

- 4 Once you have entered your account credentials, you will be redirected to your Home Page. The employee's account will be used to manage the account for the dependents participating in the SRP-MIC sponsored health plan. Click on Profile in the navigation menu. A pop down menu will appear with an option to Manage Dependents. Click on Manage Dependents to proceed.

WELLPATH
CENTERED ON HEALTHY LIVING

Event Calendar Activity Profile Links View Logout Delaine Johnson(djohnson)

Know Your Numbers (KYN)

Points

✓ Complete
Earn 100 WellPath points for completing a KYN annually +50 points for KYN consultation

Career Total: 4,216
This Year Earned: 1,015
This Year Redeemed: 1,015
Redeemable: 10
Pending: 0
Reward Fulfillment: 0
Expire Soon: 0

Incentive Type: Time Off
25 points are worth 2 hours. Redeemable unit is 2 hours.

Family Points

Family Total: 135
This Year Family Earned: 90
This Year Family Redeemed: 100
Redeemable Family: 15
Pending Family: 0
Reward Fulfillment Family: 0
Expire Soon Family: 0

Recent Logged Activities

Category	Activity Name	Points	Completion Date	Logged Time	Redeemed Date	Status
Points Balance Correction	Points Balance Correction	10	Nov 4, 2022	Nov 4, 2022, 10:12 AM		Approved
Points Balance Correction	Dental Prevention Visit	10	Oct 27, 2022	Oct 28, 2022, 2:45 PM		Approved
WellPath Endorsed Event	Magellan Webinar: Depression is Real. Recovery is Possible	10	Oct 25, 2022	Oct 26, 2022, 12:55 PM	Nov 4, 2022	Redeemed
WellPath Endorsed Event	2022 Fall Overhaul	25	Oct 21, 2022	Oct 24, 2022, 8:46 AM	Nov 4, 2022	Redeemed
WellPath Endorsed Event	DPS Lunch and Learn: Stress Less 101	15	Oct 18, 2022	Oct 19, 2022, 4:57 PM	Oct 21, 2022	Redeemed

Showing 1 to 5 of 70 entries

Recent Redemption

Redemption Date	Redemption Type	Redemption Amount	Amount Unit
May 19, 2022	Cash	345	Dollar
Nov 4, 2021	Cash	265	Dollar

Showing 1 to 2 of 2 entries



Enrolling Dependents in MyWellPath

➤ Manage My Dependents

- 4 In the Manage My Dependents screen, you can enroll your dependents participating in the SRP-MIC sponsored health plan. Once your dependents are added to MyWellPath, they can start participating in WellPath endorsed events/activities, earn points, and redeem points for dependent rewards.

The first step is to acknowledge that the dependent being added to the employee's MyWellPath account, is enrolled on the SRP-MIC sponsored health plan. If so, click *I acknowledge*.

Manage My Dependents

I acknowledge

- That my dependent is enrolled in my SRP/MIC health plan.

I acknowledge

Dependents

Name	E-Mail	Birth Date	Type	Gender	Relationship	Status	KYN Status
No Dependent Records Found							

Registration or WellPath program questions?
Please visit www.wellpath.info or email wellness@srpmic-nsn.gov.

- 5 Now you are ready to enter your dependents. Fill in the required fields: 1) First Name, 2) Last Name, 3) Gender, 4) Relationship, 5) Birth Date, and finally 6) Email. Don't forget to Save.

Manage My Dependents

First Name:

Last Name:

Gender:

Relationship:

Birth Date:

Email:

Save **Cancel**

I acknowledge that I and my dependent are enrolled in SRPMIC health plan.

- 6 After you complete the required fields and save your dependents information, you will see their information added to MyWellPath, as seen below:

Manage My Dependents

I acknowledge

- That my dependent is enrolled in my SRP/MIC health plan.

I acknowledge

Dependents

Name	E-Mail	Birth Date	Type	Gender	Relationship	Status	KYN Status
delaine.johnson2@srpmic-nsn.gov	delaine.johnson2@srpmic-nsn.gov	11/11/1988	Minor Dependent	Female	Child	Active	Not required
delaine.johnson2@srpmic-nsn.gov	delaine.johnson2@srpmic-nsn.gov	11/11/1988	Adult Dependent	Female	Spouse	Active	KYN needs to be Completed
delaine.johnson2@srpmic-nsn.gov	delaine.johnson2@srpmic-nsn.gov	11/11/1988	Adult Dependent	Male	Spouse	Active	KYN needs to be Completed
delaine.johnson2@srpmic-nsn.gov	delaine.johnson2@srpmic-nsn.gov	11/11/1988	Minor Dependent	Male	Child	Active	Not required

Registration or WellPath program questions?
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Enrolling Dependents in MyWellPath

Each dependent will be listed, including their Name, E-mail, Birth Date, Type (minor dependent or adult dependent), Gender, Relationship, Status (Active/Inactive), and KYN Status. You may edit the information or delete the dependent, if needed. The edit and delete tools are located to the left of the dependents name, on the dependent list. Note: You can only delete dependents if they have not logged any activities. Once an activity has been reported and approved in MyWellPath for a dependent, they cannot be deleted.

Dependents								
	Name	E-Mail	Birth Date	Type	Gender	Relationship	Status	KYN Status
		delaine.johnson2@srpmic-nsn.gov		Minor Dependent	Female	Child	Active	Not required
		delaine.johnson2@srpmic-nsn.gov		Adult Dependent	Female	Spouse	Active	KYN needs to be Completed
		delaine.johnson2@srpmic-nsn.gov		Adult Dependent	Male	Spouse	Active	KYN needs to be Completed
		delaine.johnson2@srpmic-nsn.gov		Minor Dependent	Male	Child	Active	Not required

If a dependent who has been participating in MyWellPath has stopped participating in the SRP-MIC sponsored health plan, the employee should change the dependent's status to *Inactive*.

Your dependent is now ready to participate in WellPath and start earning/redeeming points.

Thank you for participating in WellPath.