

## **Here's How to Take your Health Questionnaire**

If you're covered by Alcoa medical benefits and CIGNA is your medical claims administrator, you take the CIGNA *my health assessment*. Here's how:

### **Quick and Easy — No Password**

So that you don't need to create a user ID and password, here's an easy way to get to the health questionnaire online:

- From any Alcoa computer, go to HRDirect on MyAlcoa.
- Under Employee Self-Service, click on Benefits and *Your Benefits Resources (YBR)*.
- On YBR, click on the "Health Insurance" tab. Then click on "medical" to find [www.myCIGNA.com](http://www.myCIGNA.com). Then follow the instructions below after skipping the log on step.

### **If You Know Your Username and Password**

- Log on to [www.myCIGNA.com](http://www.myCIGNA.com).
- Select the "My Health" tab at the top of the page.
- In the middle column under "Health Management Resources..." select the link that says "Take *my health assessment*."
- On the next page, select your name. A new window will open to the "my health & wellness center" log-in page.
- Log in using your Username and Password.
  - If you're a new user, on the log-in page under "New Users," select "Register for my health & wellness center." Follow the registration instructions and complete all required fields.
- You will come to the "my health & wellness center" homepage.
- Click on "Take *my health assessment*."

Please call 1-800-853-2713 with questions regarding this website.