# **HOW TO:** Schedule a Quest Patient Service Center (PSC) Appointment



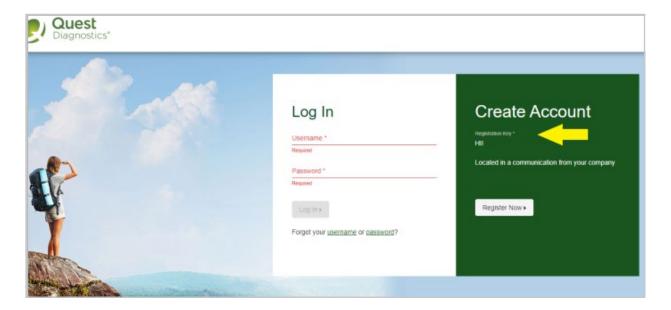
### **STEP 1:** Log-In Instructions

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To schedule a health screening at a Quest PSC, visit My.QuestForHealth.com and follow these steps:

- **New Users:** Enter the Registration Key "HII" and click Register Now.
- **Returning Participants:** Use the Log In fields to enter your Username and Password.

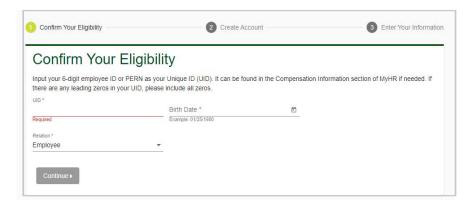
If you can't remember your username or password, please use the prompts below the fields.



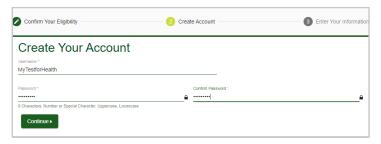
Once you login there are two consents to acknowledge. **Please review both** and acknowledge both to ensure that your results will be shared with QuadMed directly.

Then, **confirm your eligibility** by entering your Unique ID (UID), date of birth and **click Continue**.

\*NOTE: UID is your 6-digit employee ID or PERN, and it can be found in either MyHR or the time and expense system (for Mission Technologies only).

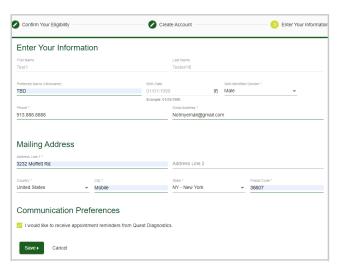


**1c Enter a Username and Password** to create an account and click **Continue**.



#### **STEP 2:** Provide Your Information

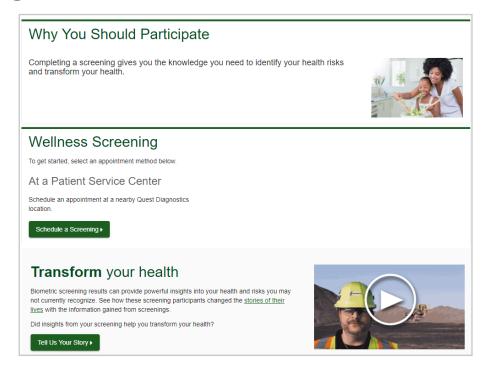
The Enter Your Information page will show next. Simply **confirm, add or edit your phone number and/or email address and click Save. Click the Close button** once you have read the statement to proceed to scheduling.



**KSO Employees:** If you are temporarily working in New York, you will see the KSO New York address listed as your address. To successfully schedule an appointment, you must leave the address as it is shown.

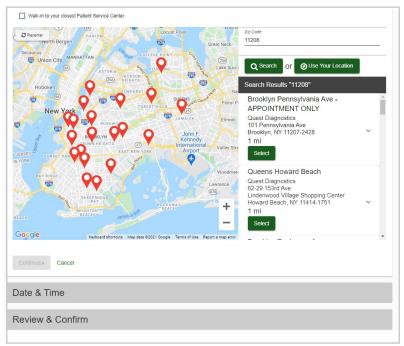
## **STEP 3:** Schedule Your Appointment

**3** To schedule an appointment, click the **Schedule a Screening** button under Wellness Screening section.



#### STEP 4: Find a PSC

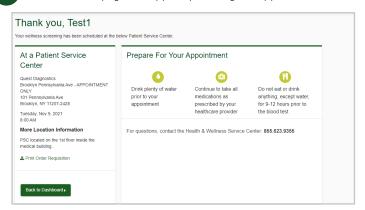
**Enter the zip code** of your preferred location to locate the nearest Quest (PSC). See example below. **Click Search** and a list of PSCs will populate with the distance from the desired zip code. Next, **click the Select** button below the location where you would like to schedule your screening.



- The location information will display at the top. Next, enter the date you would like to attend, the desired time of day and click Continue.
- 4c Review and confirm the appointment location, date and time and click Confirm.



4d A confirmation page will appear, providing the appointment information and what to do to prepare for your screening.



If you're having trouble accessing Quest Diagnostics' online patient portal, please call Quest Patient Support at 855.623.9355. For all other inquiries, please email Hllwellness@quadmedical.com or call 757.327.4169. For general information about Know Your Numbers, please visit the Know Your Numbers page.