

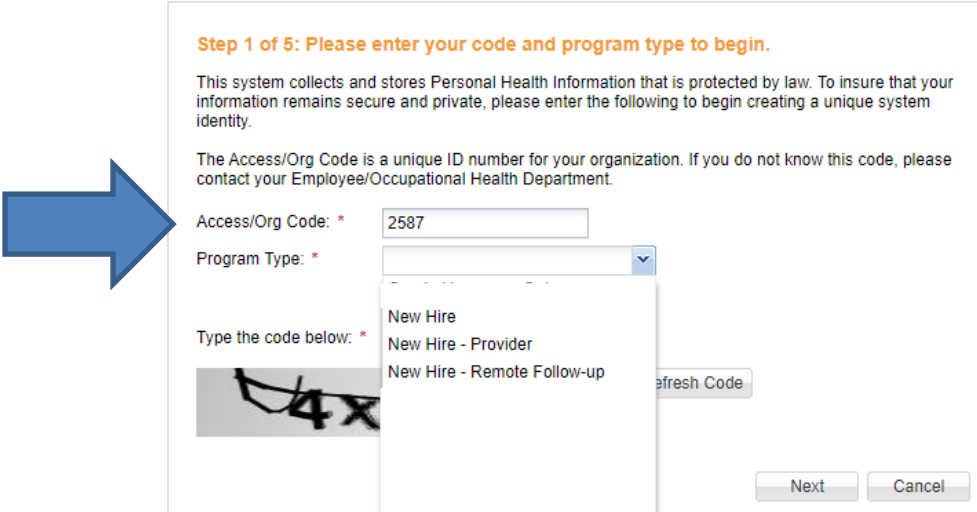
Creating a ReadySet Account

1. Go to <https://Ochsner.readyssetsecure.com>
2. Click **New User? Click Here to Begin**




3. Type in Access Code **2587**
4. Select the appropriate program type
 - a. Select **New Hire** if you are a new hire that is located near an Ochsner Employee Health location
 - b. Select **New Hire – Provider** if you are in the New Orleans area and you are a Doctor, NP, APP; if you are a Provider in the Baton Rouge, Northshore, or Meridian (RUSH) area, please select New Hire
 - c. Select **New Hire – Remote Follow Up** if you have completed your drug screen remotely with Global

Register with ReadySet



5. Type in the code for CAPTCHA
6. Click **Next**

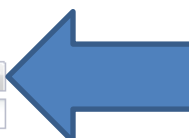
7. Please fill out the following fields. Any field with an asterisk * is required
 - a. If you do not have a Social Security Number (SSN), please put all 0's
 - b. Select Population Type **New Hire**
8. Click **Next**

Register with ReadySet

Step 2 of 5: Please enter the information below.

First Name: *	<input type="text" value="Test"/>
Last Name: *	<input type="text" value="Employee"/>
Date Of Birth: *	<input type="text" value="01/01/1960"/>
Employee ID (Employees must enter Employee ID. If UNKNOWN, may enter full date of birth MMDDYYYY): *	<input type="text" value="01011960"/>
Last 4 of SSN: *	<input type="text" value="0000"/>
Population Type: *	<input type="text" value="New Hire"/>
Home Address: *	<input type="text" value="123 Main St"/>
City: *	<input type="text" value="New Orleans"/>
State: *	<input type="text" value="Louisiana"/>
Zip: *	<input type="text" value="70157"/>

Previous Next Cancel




9. Please fill out the following fields. Any field with an asterisk * is required
 - a. If you do not have a Social Security Number (SSN), please put all 0's
10. Click **Next**

Register with ReadySet

Just need a little more information.

Gender: *	<input type="text" value="Female"/>
SSN: *	<input type="text" value="000-00-0000"/>
Location: *	<input type="text" value="Ochsner Medical Cente"/>
Phone: *	<input type="text" value="(504) 123-1213"/>
Email: *	<input type="text" value="abc@gmail.com"/>

Previous Next



11. Validate the information that was provided. Click **Next**

Personal Health Information is protected by law. By clicking "Next" you are certifying that the information above is accurate and true.

Previous Next



12. Create a username and password for your account and click **Next**

Register with ReadySet

Step 4 of 5: Setup your username and password.

The Username is what you enter to log-in to the system, along with your password. Usernames must be between 5 and 60 characters

Username: *


Password must be 8 to 30 characters in length, and must contain at least 1 upper case character, 1 lower case character, 1 number, and one of the following: ! @ # \$ % ^ & * (). Common words or phrases such as: password, admin, manager, ABC, 123, your username, your first or last name, etc. are not allowed.

Password: *

Verify Password: *

The email address below will be used if you forget your username or password.

Email Address: *



13. Select your security questions for your account and click **Finish and log me in!**

Register with ReadySet

Last Step: Set up your security questions.

Please select three security questions and provide answers to each one. These will be used to verify your identity in the event that your password needs to be reset.

Security question: *

Answer: *

Security question: *

Answer: *

Security question: *

Answer: *



14. After reading the Warning, please click **Agree and enter Site**


WARNING AUTHORIZED USE ONLY.

You are logged onto a secure medical site intended for use only by the individual who has been given permission to gain access to the site. Unauthorized or improper use of the system may result in disciplinary action, up to and including termination of employment and/or civil/criminal penalties. If any unauthorized or improper use is detected, Axion Health reserves the right, in our sole discretion, to terminate your use of this site until such unauthorized or improper use is fully investigated. By using this system, you agree that you have read this notice and agree to be bound by its terms.

LOG OFF IMMEDIATELY if you do not agree to these conditions.

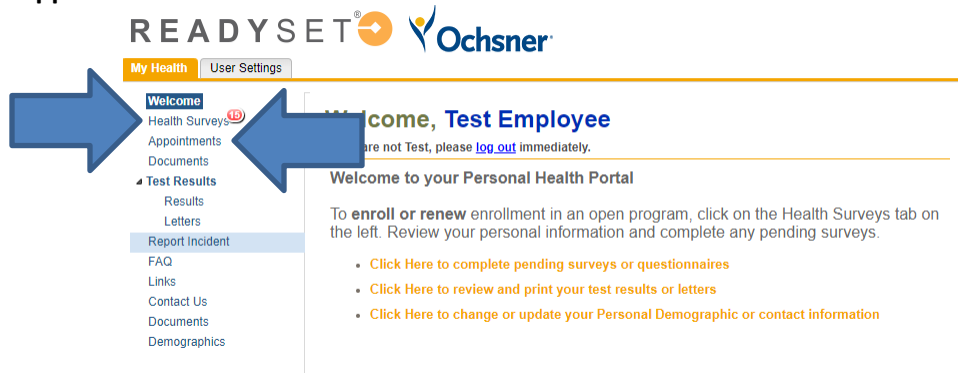
Agreed to by: Test Employee
Date: 03/31/2022

© 2005 - 2022 Axion Health, Inc. All rights reserved **READYSET**



15. You can now complete your health surveys

16. Once the Health Surveys are complete, you can schedule your New Hire Appointment by clicking **Appointments**



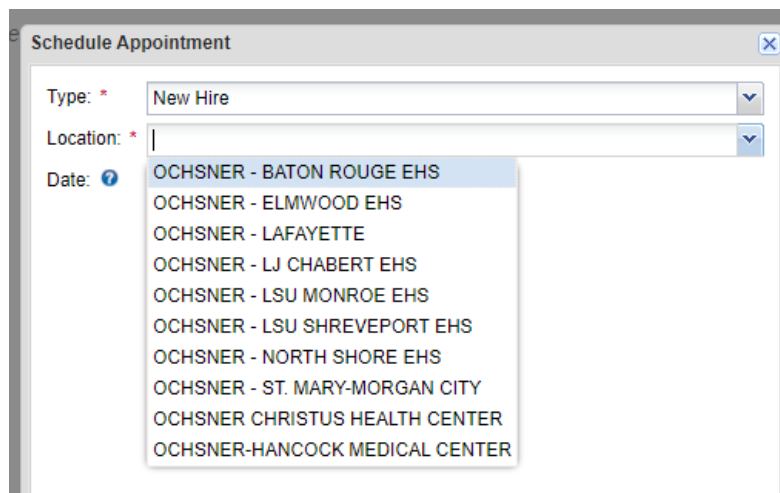
17. Select **Schedule Appointment**



18. You can now select the Population Type you selected in Step 4

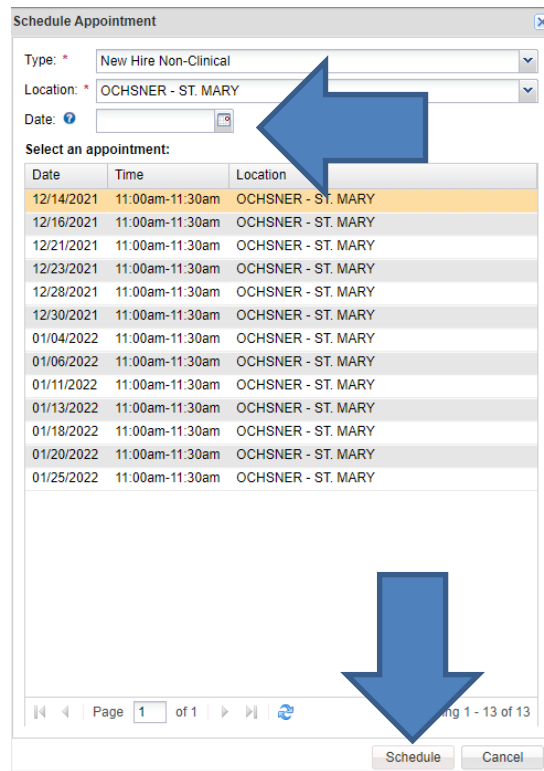
- Select **New Hire** if you are a new hire that is located near an Ochsner Employee Health location
- Select **New Hire – Provider** if you are in the New Orleans or North Shore area and you are a Provider; if you are a Provider in any other area, please select New Hire
- Select **New Hire – Remote Follow Up** if you have completed your drug screen remotely with Global

19. The Location and Date fields will now appear. Select the **Location** nearest you



20. Select a **Date and Time** from options listed.

21. Select **Schedule**



Schedule Appointment

Type: * New Hire Non-Clinical

Location: * OCHSNER - ST. MARY

Date:

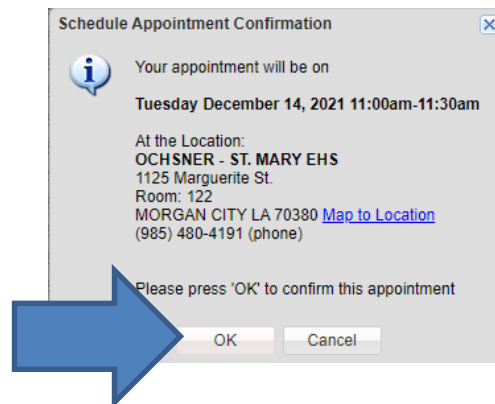
Select an appointment:

Date	Time	Location
12/14/2021	11:00am-11:30am	UCHSNER - ST. MARY
12/16/2021	11:00am-11:30am	UCHSNER - ST. MARY
12/21/2021	11:00am-11:30am	UCHSNER - ST. MARY
12/23/2021	11:00am-11:30am	UCHSNER - ST. MARY
12/28/2021	11:00am-11:30am	UCHSNER - ST. MARY
12/30/2021	11:00am-11:30am	UCHSNER - ST. MARY
01/04/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/06/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/11/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/13/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/18/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/20/2022	11:00am-11:30am	UCHSNER - ST. MARY
01/25/2022	11:00am-11:30am	UCHSNER - ST. MARY


Page 1 of 1

Schedule Cancel

22. Select **OK** on the Schedule Appointment Confirmation box



Schedule Appointment Confirmation

 Your appointment will be on

Tuesday December 14, 2021 11:00am-11:30am

At the Location:
UCHSNER - ST. MARY EHS
1125 Marguerite St.
Room: 122
MORGAN CITY LA 70380 [Map to Location](#)
(985) 480-4191 (phone)

Please press 'OK' to confirm this appointment

OK Cancel

An email will be sent confirming the appointment

For help logging in or troubleshooting, please call **Employee Health at Elmwood** at **504.842.3628**