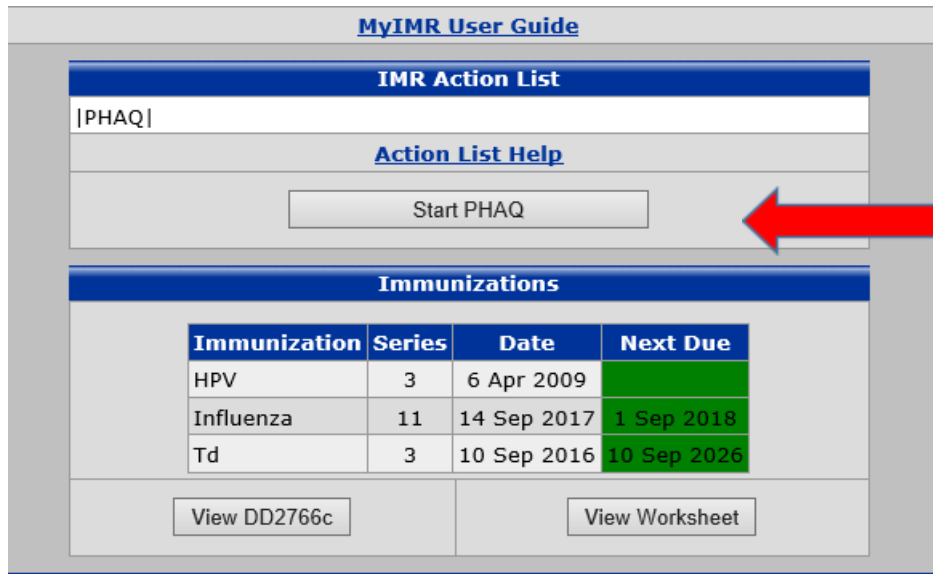


## PHAQ PROCESS

1. Login to AF PORTAL
2. Select the IMR/ASIMS link
3. Click on “Start PHAQ” on top of page



**MyIMR User Guide**

**IMR Action List**

| PHAQ |

[Action List Help](#)

**Start PHAQ**

**Immunizations**

| Immunization | Series | Date        | Next Due    |
|--------------|--------|-------------|-------------|
| HPV          | 3      | 6 Apr 2009  |             |
| Influenza    | 11     | 14 Sep 2017 | 1 Sep 2018  |
| Td           | 3      | 10 Sep 2016 | 10 Sep 2026 |

[View DD2766c](#) [View Worksheet](#)

4. Once Step 1 (the PHAQ questionnaire) is completed you will get instructions on how to initiate Step 2 of the PHAQ process. You must wait around 10 minutes and go to <https://www.LHI.Care> to schedule a timeframe for LHI to call.

| Periodic Health Assessment Questionnaire Finished |        |
|---------------------------------------------------|--------|
| RecordID:                                         | 360688 |

Thank you for completing the step 1 of your annual PHA.

Step 2 of the PHA process requires you to schedule your Mental Health Assessment. Please wait 10 minutes (or once notified by LHI) and go to <https://www.LHI.Care> to schedule your appointment.

Step 3 occurs when a healthcare provider reviews and completes your PHA. After that, your annual PHA will be complete.

Please close your browser.

[View Responses](#)

[View Education Report](#)

- After logging into the LHI site, you must click on Get Started under the New to LHI. Care.

## Welcome to LHI.Care

### Log In

**Username**

**Password**

Forgot your username or password? [Recover your account.](#)

[Continue](#)

By clicking Continue, you agree to our [license agreement](#).

### New to LHI.Care?

If you haven't logged in before, click below to set up your account.

[Get Started](#)

- You will then need to enter your last name, date of birth, home zip code and select I'm not a robot, verify and click Continue.

## Create an Account

### Step 1 of 6: Let's Look You Up

The security of your personal health information is important to us. That's why we use a multi-step process to confirm your identity.

First, provide us with some information so we can find you in our records.

**Last name**

**Date of birth**

**Home ZIP code**



I'm not a robot



reCAPTCHA  
Privacy - Terms

[Continue](#)

7. Click on Continue.

## Create an Account

### Step 2 of 6: Choose Your Program

We matched you to the following program.

☒ Air National Guard

Continue



If you're not associated with the above program, [click here](#).

8. Confirm the last 4 digits of your SSN and select Continue.

## Create an Account



### Step 3 of 6: Confirm Your Identity

Confirm the last 4 digits of your SSN

Last 4-digits of SSN

Continue



9. Select the phone number or email address that comes up that you would like your verification code sent to and select Continue.

## Create an Account



### Step 4 of 6: Send a Verification Code

We'll send you a verification code which will expire in 15 minutes. Choose the phone number or email address where we should send this code:

☐ Email — JES\*\*\*\*\*@MAIL.MIL

Continue



If the above contact information looks incorrect, [click here](#).

10. Once your verification code has been sent enter the code and click on Continue.

## Create an Account



### Step 5 of 6: Enter the Verification Code

We sent a code to your email. [Please](#) if you don't see an email shortly, check your spam folder.



**Verification code**

Enter the code

Continue



[Send a new verification code](#), or if you need assistance, [click here](#).

11. You will be asked to create a username and password, confirm your password and select Continue.

## Create an Account



### Step 6 of 6: Create a Username and Password

#### Create a username for LHI.Care

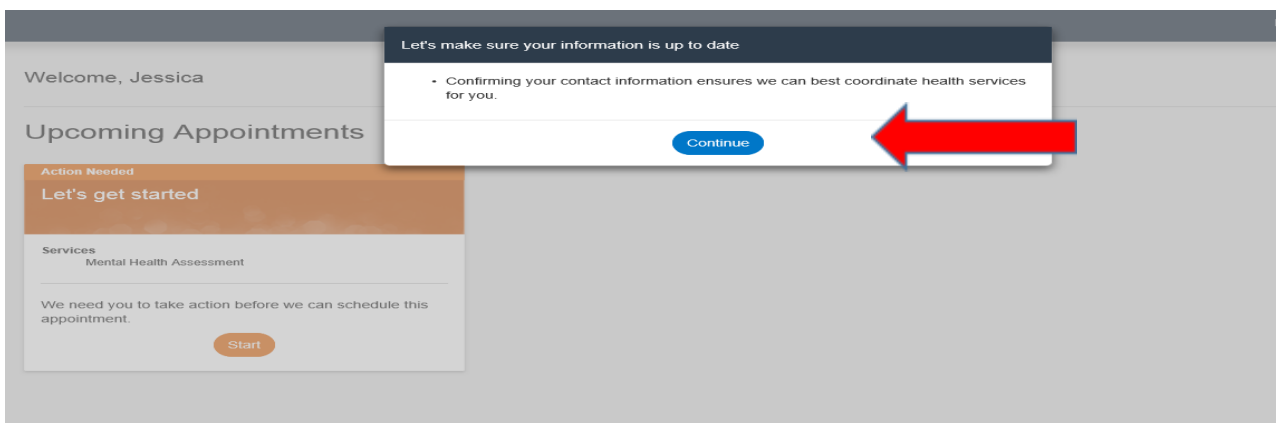
#### Create a password

#### Confirm password



By clicking Continue, you agree to our [License Agreement](#).

12. You will be asked to confirm your contact information (you will just select Continue here) and then you will be brought to a “Confirm your Contact Information Page.” Once you have verified all of your contact information is correct select “Confirm.”



13. Under the Upcoming Appointments screen you will select Start.

## Upcoming Appointments

### Action Needed

Let's get started

#### Services

Mental Health Assessment

We need you to take action before we can schedule this appointment.

Start



14. You will be prompted to the "Schedule Mental Health Assessment" page where you will select Start.

Your action is needed prior to this appointment

Your Services

Mental Health Assessment

Complete the following steps:

[Schedule Mental Health Assessment](#)



Start

15. You will be prompted to select an appointment date for LHI to call you, once you select a date then Confirm Request.

### Schedule your Mental Health Assessment

This appointment is completed over the phone and should take about ten minutes.

Air National Guard policy requires this appointment to be completed by 11/08/2017. Please choose a day from the following:

| OCT    | OCT    | OCT     | OCT       | OCT      | OCT    | OCT      |
|--------|--------|---------|-----------|----------|--------|----------|
| 15     | 16     | 17      | 18        | 19       | 20     | 21       |
| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |

Confirm Request



16. You will then need to select a timeframe and click on Confirm Request.

This appointment is completed over the phone and should take about ten minutes.

Air National Guard policy requires this appointment to be completed by 11/08/2017. Please choose a day from the following:

|        |        |         |           |          |        |          |
|--------|--------|---------|-----------|----------|--------|----------|
| OCT    | OCT    | OCT     | OCT       | OCT      | OCT    | OCT      |
| 15     | 16     | 17      | 18        | 19       | 20     | 21       |
| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |

Next, choose the timeframe when we should call you.

**Please note:** For your safety, we will not complete over-the-phone appointments while you are driving. Please select a time when you'll be in a quiet, private environment. Depending on your questionnaire responses, the Air National Guard may request we contact you earlier than your scheduled appointment.

### Available appointment times for Wednesday, October 18

\*Times shown are in EST.

- |                                        |                                         |
|----------------------------------------|-----------------------------------------|
| <input type="radio"/> 5:00 - 6:00 p.m. | <input type="radio"/> 12:00 - 1:00 p.m. |
| <input type="radio"/> 6:00 - 7:00 p.m. | <input type="radio"/> 1:00 - 2:00 p.m.  |
| <input type="radio"/> 7:00 - 8:00 p.m. | <input type="radio"/> 3:00 - 4:00 p.m.  |
| <input type="radio"/> 2:00 - 3:00 p.m. |                                         |
| <input type="radio"/> 4:00 - 5:00 p.m. |                                         |

Confirm Request



17. Once you confirm your request you will come to the following page with your appointment date and time to be called.

Your appointment is scheduled.

Date and Time

Today  
between 1:00–2:00 p.m. EST

Add to Calendar

Special Instructions

This appointment takes approximately 10 minutes and will occur at any time within your scheduled appointment timeframe. We'll be calling from (888)-644-3100. We recommend you save this number in your phone so you don't miss our call. Please ensure you're in a quiet, private area for this over-the-phone appointment.

Services

Mental Health Assessment

Need to Reschedule?

Request Reschedule