

## COVID Navigator Participant Quick Start Guide

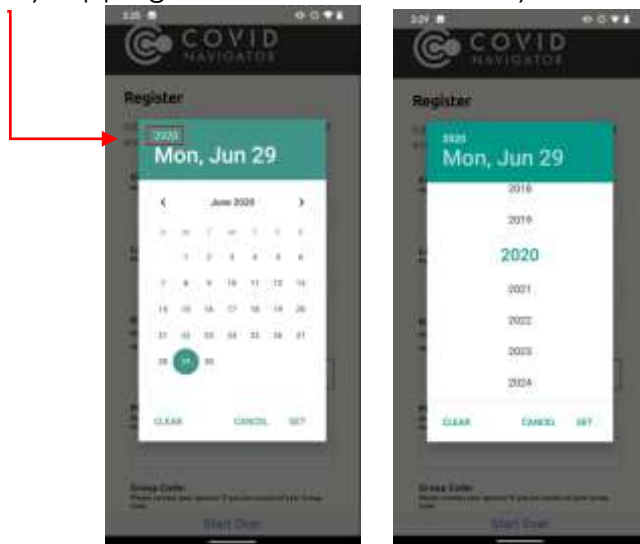
### Download the App:

#### **For Apple Phones:**

1. Download the *Covid Navigator* app from the Apple app store to your iPhone.

#### **For Android Phones:**

1. Go to Google Play and download *Health Navigator*
2. Download the app to your phone
3. Note: When Entering your date of birth during Registration below – you can scroll to the year by tapping numbers for the current year in the left corner.



### Or Use via the Web on Desktop or Mobile Device:

1. Go to url: [proservice.medikeeper.com](https://proservice.medikeeper.com)

### Register:

1. Enter the Group Code for your organization: **Proservice**
2. Submit
3. On the Welcome page – click Register
4. Fill out the Registration questions
  - a. NOTE: your email address will become your User Name for log in
5. Re-enter the Group Code
6. Create a password that is at least 8 characters long and must contain at least one of the following special characters: !@#\$\$&\*
7. Review and accept the Terms of Use by clicking “Yes” and Submit
8. Congratulations! You've successfully registered!

### Getting Started:

1. Hit “Get Started” button
2. Step 1 – take the Screening Questionnaire the first time
  - a. Answer the all the questions
3. Step 2 – you will be presented with a risk status

- a. Not at Risk – means you likely are not at risk for having Covid-19
  - b. At Risk – means you may be at risk for Covid-19 please contact your sponsor for further instructions. DO NOT COME TO WORK unless cleared to do so.
  - c. Positive or Pending test result – you will not be cleared for work if you have a recent positive or pending Covid test result
  - d. Negative test result – you will be cleared for work if you currently do not have symptoms or risk factors that put you at risk for having Covid-19
4. Step 3 – Click “Take Me Home”
  5. Step 4 – Click “Check if I’m Cleared” button
    - a. Confirm your “Are practicing social distancing”
    - b. Log your temperature
    - c. Click “Sign & Submit” – sign and hit Submit button
    - d. You will then be taken back to your Home page and presented with your green “Cleared” badge or a red “Not Cleared” badge
      - i. If you are “Not Cleared” call your Administrator immediately
      - ii. The badge is good for 1 day and will clear at midnight – log in daily to get a new badge every day
  6. There are helpful resources for your review
    - a. Helpful Tips
    - b. FAQ – in the navigation bar – click Help to review frequently asked questions

#### **Logging in Daily:**

1. Please log in daily before coming to work/campus
2. Log into the App – click the “Check if I’m Cleared” button
  - a. Answer the questions
  - b. Log your temperature
  - c. Click Sign and Submit and Sign
3. Your new badge for the day will be presented
4. If at any time during the day, you do not feel well – you can recheck if you are cleared by retaking the symptoms questionnaire and/or logging your temperature – if your status changes to “At Risk” contact your sponsor immediately – your status will also change to “Not Cleared ”

#### **Daily Push Notifications:**

1. To help you remember to take your screening questionnaire – a push notification will be sent to your phone at 7am every day.
2. Click on the Notification to take you directly into the app to get started.