



# Wellness Portal Login Guide

How to sign in to the portal and sign your online waiver.

Go to: [portal.wellnessconceptslive.com](http://portal.wellnessconceptslive.com)

## FIRST TIME USERS:



Login **Username:** Employee ID#

Password **Password:** welcome



**Scroll down** and read through the waivers. To consent, check the box at the bottom of the page and click *Save*.

### Cooking Demo Informed Consent and Release of Liability

I want to participate in this cooking demo/nutrition presentation. I recognize that it could present potential hazards including allergic reactions and other injuries as a result of activities, products and equipment used. By participating in this cooking demo/nutrition presentation, I for myself, my heirs, personal representatives do hereby release and covenant not to sue ALYFE from any and all damages, causes of action, claims and liability that might arise from my participation in this activity.

By checking this box, I am verifying that I have read and agree to the terms and conditions of both the BWC and Alyfe waivers. I understand that this pertains to my participation in onsite CCS Wellness programming.

Save



You will be prompted to change your password after the first time you log in. Your old password is "welcome". Create a new password. Login using your new password.



You will now be taken to the Wellness Portal homepage.

## RETURNING USERS:



Login **Username:** Employee ID#

Password **Password:** Your personal password



Forgot your password? Click on the link titled "Forgot your password?" and follow the instructions to reset your password.

Login

Password

[Forgot your password?](#)

Login

Keep me logged in



**When prompted, the email associated with your account is your CCS email.**



Check your CCS email for a link to reset your password. The email will come from: [support@kmionline](mailto:support@kmionline).

If you do not receive an email within 15 minutes, email [syerramilli@columbus.k12.oh.us](mailto:syerramilli@columbus.k12.oh.us)