

Welcome to the **Center for Well-Being**

myHealthPortal

University of St. Thomas students can use the *myHealthPortal* to schedule appointments, communicate with a healthcare provider, and upload insurance and immunization records.

Log in with your University of St. Thomas **email** and **password**.

How to Upload Insurance Card

All students must provide a copy of their health insurance card:

- Log in to **myHealthPortal**
- Select **Insurance Card**
- Select **Add New Card**
- Complete information including insurance card images
- Select **Save**

How to Upload Immunization Records

If you graduated from a **Minnesota high school** you **are not required** to enter immunization dates or exemption forms.

If you graduated from an **out-of-state** or **home school**:

- Log in to *myHealthPortal*
- Select Forms and Requirements (left menu)
- Add dates for Measles, Mumps, Rubella & Tetanus-Diphtheria
- You are not required to upload a copy of your records
- Exemption forms are available in *myHealthPortal*.

Log in to **myHealthPortal** for uploading instructions, information, or to make an appointment.



Center for Well-Being Service Costs

Counseling & Psychological Services:

no cost - services covered by the health fee, except ADHD testing.

Health Promotion, Resilience & Violence Prevention:

no cost - services covered by the health fee

Health Services:

cost submitted to insurance

Questions:

(651) 962-6750 or **centerforwellbeing@stthomas.edu**



Is the Center for Well-Being an In-Network Provider?

We encourage students to contact their health insurance before arriving on campus to ensure that the Center for Well-Being (University of St. Thomas Health Services) is an in-network provider.

- Tax ID number (41-0693970)
- National Provider Identification Number (1881819886)

Any services not covered by insurance will be billed to your student account.

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Well-Being New Student Checklist

INSURANCE

- **Insurance Card**
Upload front and back of card to *myHealthPortal*.
- **Verify**
that the Center for Well-Being (University of St. Thomas Health Services) is in-network for your insurance provider.
- **Determine the In-Network providers for:**
 - Urgent Care
 - Emergency Room
 - Pharmacy

IMMUNIZATIONS RECORDS

- **Vaccination Dates**
Upload vaccination dates (if out-of-state or home school)
- **Vaccination Records**
Ensure you are up-to-date or submit exemption form. (found in *myHealthPortal*)
 - 2 MMR (Measles, Mumps, Rubella)
 - TD (Tetanus Diphtheria) - in past 10 years

ADDITIONAL

- **Ongoing Care**
Create a plan with your current medical or mental health care provider to either continue care or transfer care to the Center for Well-Being.
- **Transferring Care**
Have your current healthcare provider or counselor send your records to the Center for Well-Being. Fax: **651-962-6751**
- **Prescriptions**
Transfer prescriptions to a local pharmacy or arrange for delivery with **Capsule.com**.