

A person smiling and text

Description automatically generated with medium confidence

**How to Schedule a Flu Shot at an Onsite Event**

1. If you have not registered for the *Be Well SHBP®* program, [register here](https://bewellshbp.sharecare.com/create-account?cmpid=sc3-aq-ga-da-01-pscsheet-01012022).
2. If you have already registered for the *Be Well SHBP®* program, you can [log in here](https://bewellshbp.sharecare.com/sign-in?cmpid=sc3-re-ga-da-02-pscsheet-01012022).
3. Once logged into your Sharecare account, click on the “Achieve” link on the left-hand side of the page.
4. Click on the “Programs” tile.
5. Click on the “Health Screening” tile. This will redirect you to the Quest scheduler.
6. Read the Terms and Conditions and click “Accept & Continue”.
7. Read the consent language, click on “I accept” then click the “Continue” box.
8. Confirm your personal information and mailing address are correct and click “Save”.
9. To schedule a flu shot appointment at an event, click on “Make an Appointment” within the Flu Shot section.
10. Search for and select a desired location.
11. Choose desired date and time.
12. Review and confirm all information.