

# ReadySet: Register for a New Account

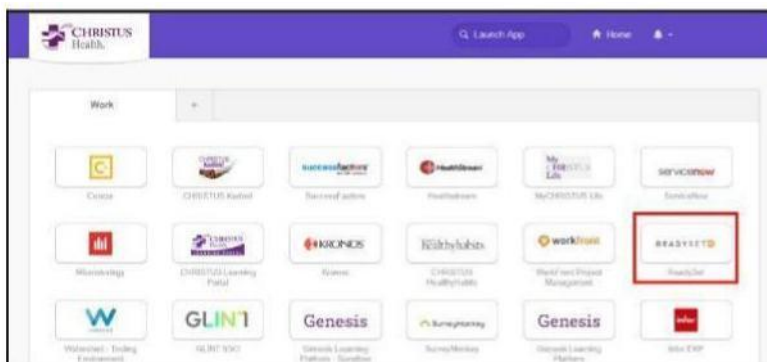
## Introduction

CHRISTUS uses ReadySet to manage your health records such as vaccinations, flu shots, medical screenings and other Occupational Health activities. To use ReadySet, you will need to register for an account.


## Verify if you have an account

Prior to registering for a new account, you should verify that you do not have a current account. You may have a current account if you received a flu shot or received testing when you were hired. Follow the steps below to verify if you have an account. If you have an existing account, you do not register for a new account.

1. Launch [Okta \(https://christus.okta.com\)](https://christus.okta.com).
2. Click the **ReadySet** icon.



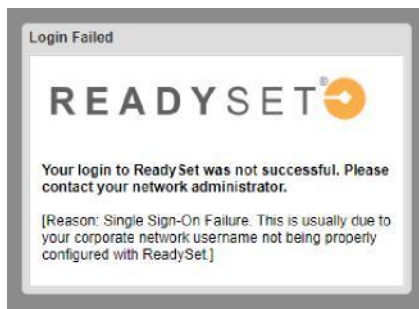
3. Follow the directions below.

If	Then
<p>You see you are logged in with your name.</p> 	<p>You <b>do not</b> need to register for an account</p>

You are prompted to enter a username and password.

A screenshot of the ReadySet login page. At the top, it says "READYSET" with a logo. Below that is the "CHRISTUS Health" logo. The main form has fields for "Username" and "Password", followed by a "Login" button. Below the login button is a link that says "New User? Click Here to Begin". There are also links for "Forgot Username?" and "Forgot Password?". At the bottom of the form is a "Secure" icon. The footer of the page includes copyright information for Axion Health, Inc. and the "AXIONHEALTH" logo.

**NOTE- If you receive THIS error message please move on the next section**



## Register for a new account

1. Launch [ReadySet](https://christushealth.readysetsecure.com/) --- <https://christushealth.readysetsecure.com/>
2. Click **New User? Click Here to Begin**.

A screenshot of the ReadySet login page, similar to the one in the first image. The "New User? Click Here to Begin" link is highlighted with a red rectangular box. The rest of the page, including the username and password fields, login button, and footer, is identical to the first image.

## 3. Complete the following information

Field	Type
Access/Org Code	<b>1128</b>
Program Type	<b>CREATE USERNAME ONLY</b>
Type the code below	Type the letters displayed below the text box.

**Register with ReadySet**

**Step 1 of 5: Please enter your code and program type to begin.**

This system collects and stores Personal Health Information that is protected by law. To insure that your information remains secure and private, please enter the following to begin creating a unique system identity.

The Access/Org Code is a unique ID number for your organization. If you do not know this code, please contact your Employee/Occupational Health Department.

Access/Org Code: \*

Program Type: \*

Type the code below: \*

 [Refresh Code](#)

4. Click **Next**.
5. Complete the following information. Please use Pre-Employment (even if you are a current Associate)

Field	Type
First Name, Last Name, Date of Birth	Type your First Name, Last Name, Date of Birth
Employee id	Type your Employee ID <b>Note:</b> If you are not employed by CHRISTUS, type your birthdate
Last 4 of SSN	Type the last 4 digits of you social security number.
Population Type	<b>Pre-Employment</b>
Home Address, City, State, Zip	Type your Home Address, City, State, Zip

**Register with ReadySet**

Step 2 of 5: Please enter the information below.

First Name: \*

Last Name: \*

Date Of Birth: \*

Employee Id (Employees must enter Employee ID. Others may enter full date of birth MMDDYYYY): \*

Last 4 of SSN: \*

Population Type: \*

Home Address: \*

City: \*

State: \*

Zip: \*

Corporate Associate  
Dependant  
Employee  
Licensed Independent Practitioner  
Outside Contractor  
**Pre Employment**  
Resident  
Student  
Volunteer

Next Cancel

6. Click **Next**.

**Register with ReadySet**

Step 2 of 5: Please enter the information below.

First Name: \*

Last Name: \*

Date Of Birth: \*

Employee Id (Employees must enter Employee ID. Others may enter full date of birth MMDDYYYY): \*

Last 4 of SSN: \*

Population Type: \*

Home Address: \*

City: \*

State: \*

Zip: \*

Previous **Next** Cancel

7. Complete the following information.

Field	Type
Gender	Select your gender.
SSN	Type your social security number.
Phone	Type your phone number.
Email	Type your email.
Accreditation	Select your accreditation or select Not Applicable

### Register with ReadySet

Just need a little more information.

Gender: \*

SSN: ⓘ \*

Phone: \*

Email: \*

Accreditation: \*

BSN  
LVN  
MD  
NOT APPLICABLE  
NSM  
OTHER  
PA  
RESIDENT  
RN  
SELECT

Previous Next Cancel

8. Click **Next**
9. Review your Information then Click **Next**
10. Complete the following information

### Register with ReadySet

First Name: Homer

Last Name: Simpson

Date Of Birth: 01/01/1968

Employee Id (Employees must enter Employee ID. Others may enter full date of birth MMDDYYYY):

Last 4 of SSN:

Population Type: Corporate Associate

Home Address: 624 Willow Brook

City: Springfield

State: Illinois

Zip:

Gender: Female

SSN:

Phone: (469) 282-2000

Email: homer.simpson@christushealth.org

Accreditation: SELECT

Personal Health Information is protected by law. By clicking "Next" you are certifying that the information you provided is accurate and true.

Previous **Next** Cancel

Field	Type
Username	Username should be between 5 and 30 characters
Password, Verify Password	Password must be between 8 and 30 characters, 1 upper case letter, 1 lower case letter, 1 number and 1 character ! @ # \$ % * ( )
Email Address	Recovery email address

11. Click **Next**.

**Register with ReadySet**

**Step 4 of 5: Setup your username and password.**

The Username is what you enter to log-in to the system, along with your password. Usernames must be between 5 and 30 characters

Username: \*

Password must be 8 to 30 characters in length, and must contain at least 1 upper case character, 1 lower case character, 1 number, and one of the following: ! @ # \$ % ^ & \* ( )

Password: \*

Verify Password: \*

The email address below will be used if you forget your username or password.

Email Address: \*

**Next**

12. Select and complete your security questions and responses.
13. Click **Finish and log me in**.

**Register with ReadySet**

**Last Step: Set up your security questions.**

Please select three security questions and provide answers to each one. These will be used to verify your identity in the event that your password needs to be reset.

Security question: \*

Answer: \*

Security question: \*

Answer: \*

Security question: \*

Answer: \*

**Finish and log me in!**