

## How to get Started with Element3 Health

1. Designate a Coordinator: this person will be the one to register your guild, publicize the program, help members (if necessary) sign up and/or record their activities, troubleshoot any problems (like missing records or bad email addresses), and send the monthly link to members for reporting their activities.
2. Go to [e3hfun.com/club](http://e3hfun.com/club) to register your guild.
3. Publicize it to the guild, looking for members who have United Healthcare as their Medicare Supplement or Medicare Advantage Plan.
4. Members register with Element3Health (they'll have a specific link for your guild)
5. When approved, they list their activities, up to 10/month. This is a simple process. Each month we send a link to the members, and they enter name, email address, and number of days that month they participated in a quilting activity.

Activities include:

- Quilting on your own
  - Quilting in a group
  - Attending guild meetings
  - Social gatherings with other guild members
6. Element3 gets reimbursement from the health plan and sends a check to the Guild.
  7. With the first receipts, the member is reimbursed for their annual dues. All receipts past that amount are a donation to the guild to help us continue to provide activities for our members.
  8. If you have a problem with any of this, feel free to call Element3's help line: (844) 974-0493

*Colleen Voet  
Roseville, Pioneer, and  
Foothill Quilters Guilds*