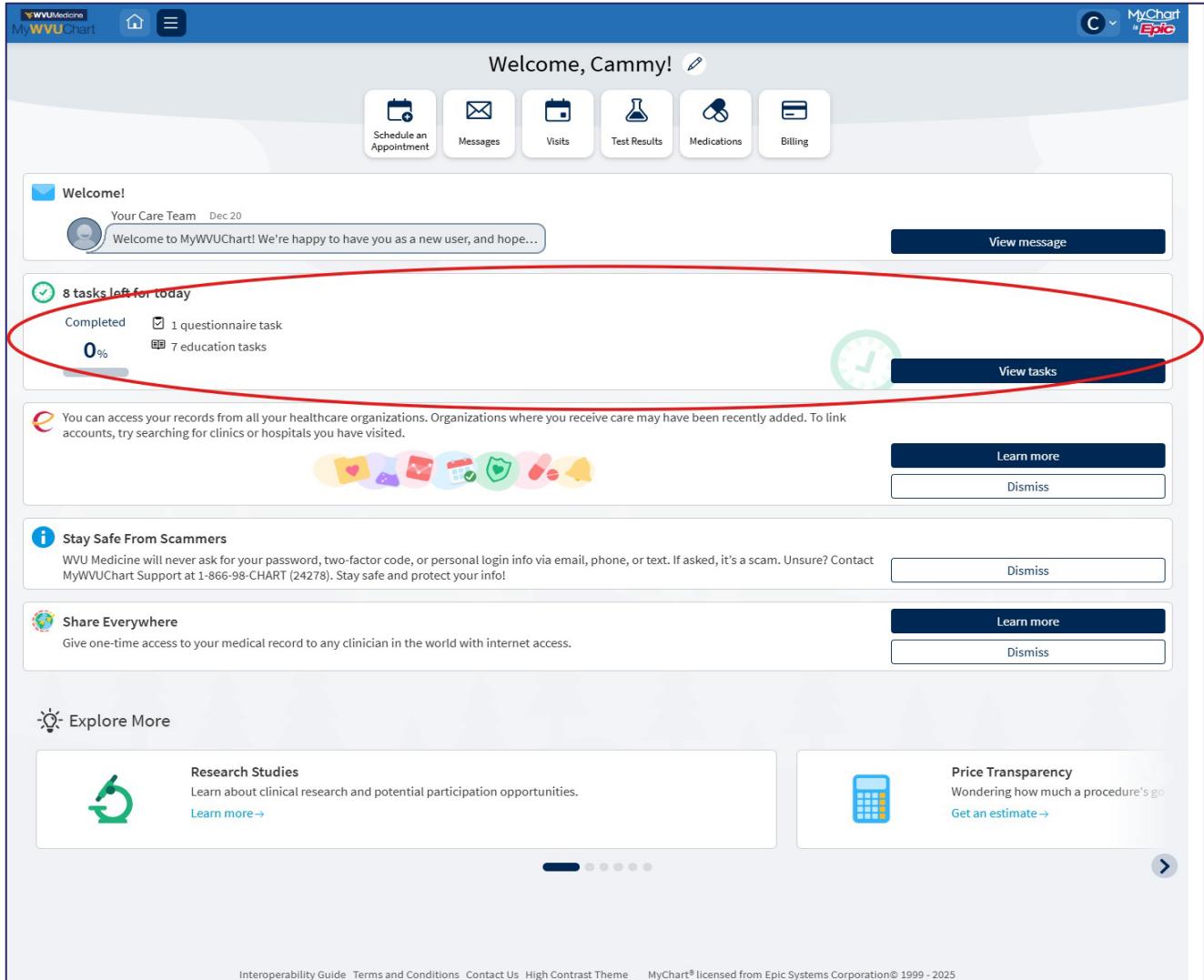


Aging Well Care Companion: Tip Sheet

1. From your MyChart or MyPeak web browser, assigned tasks can be located by selecting the “View tasks” option on the home page.

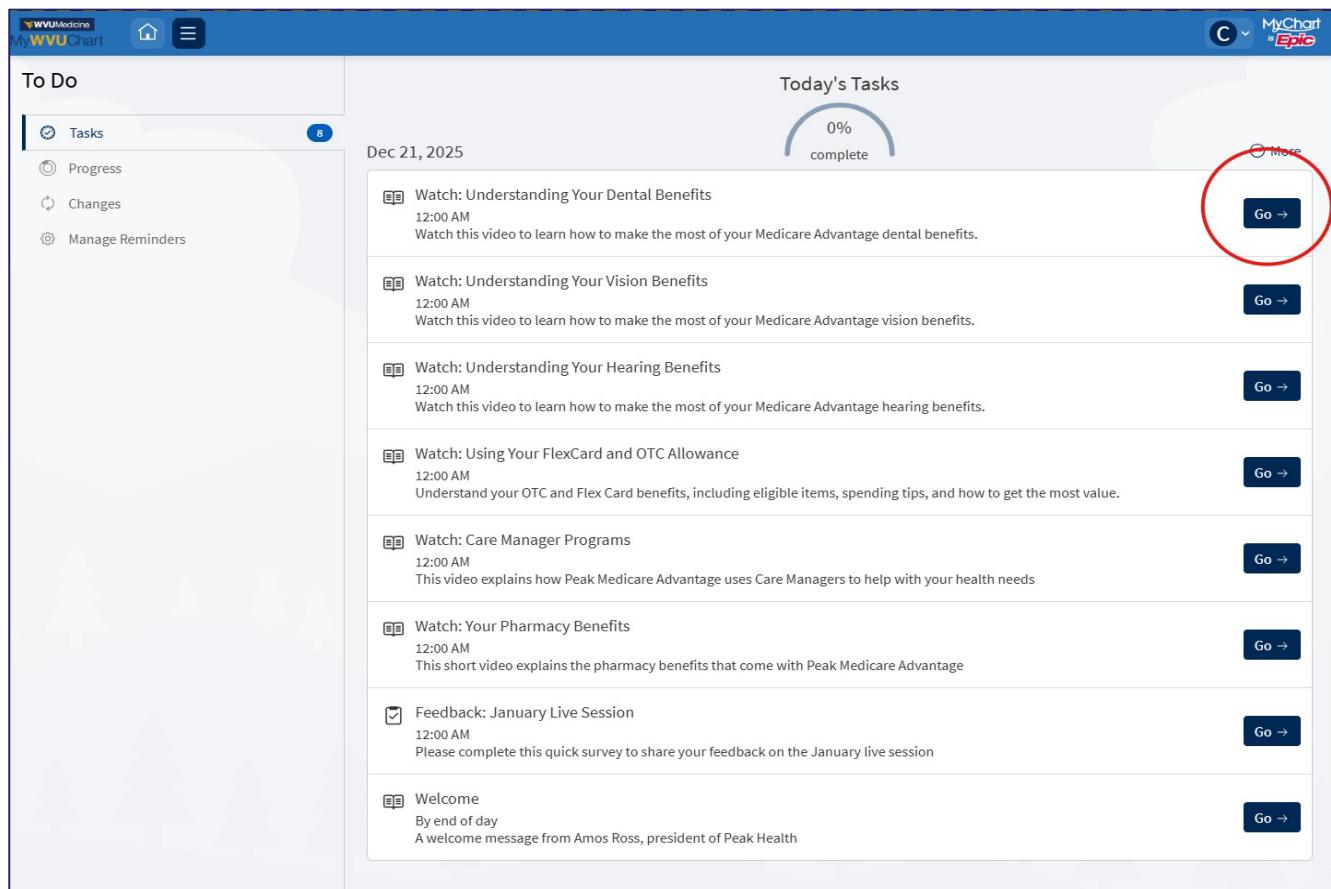


The screenshot shows the MyWVUChart home page with a red oval highlighting the “View tasks” button. The page includes a “Welcome, Cammy!” message, a navigation bar with icons for Schedule an Appointment, Messages, Visits, Test Results, Medications, and Billing, and several informational cards.

- Welcome!** (Completed) 1 questionnaire task, 7 education tasks (0%) [View tasks](#)
- Stay Safe From Scammers** (Completed) WVU Medicine will never ask for your password, two-factor code, or personal login info via email, phone, or text. If asked, it's a scam. Unsure? Contact MyWVUChart Support at 1-866-98-CHART (24278). Stay safe and protect your info! [Learn more](#) [Dismiss](#)
- Share Everywhere** (Completed) Give one-time access to your medical record to any clinician in the world with internet access. [Learn more](#) [Dismiss](#)
- Explore More**
 - Research Studies** Learn about clinical research and potential participation opportunities. [Learn more →](#)
 - Price Transparency** Wondering how much a procedure's going to cost? [Get an estimate →](#)

Interoperability Guide [Terms and Conditions](#) [Contact Us](#) [High Contrast Theme](#) MyChart® licensed from Epic Systems Corporation© 1999 - 2025

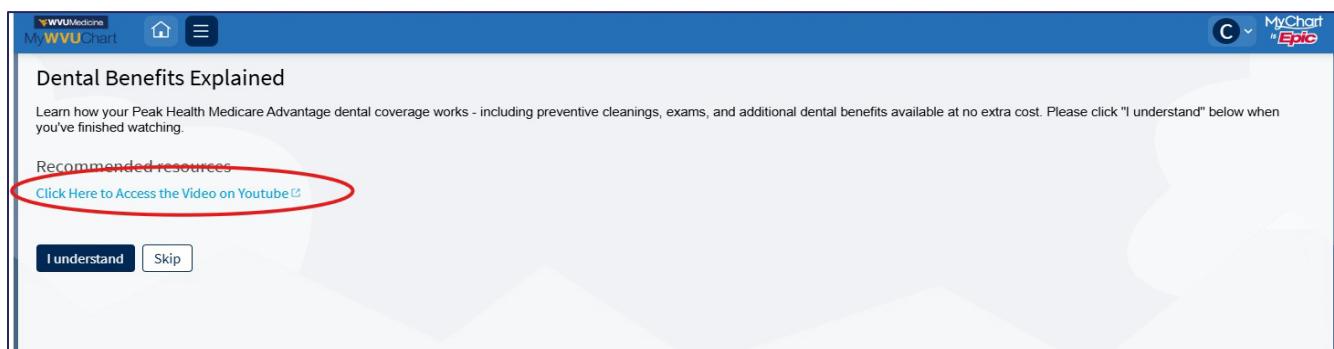
2. Selecting “**View tasks**” will take you to the To Do List. This section neatly sorts assigned tasks. Incomplete tasks previously assigned can also be accessed from this section.



The screenshot shows the 'To Do' section of the MyChart app. On the left, a sidebar lists 'Tasks' (8), 'Progress', 'Changes', and 'Manage Reminders'. The main area is titled 'Today's Tasks' and shows the date 'Dec 21, 2025'. A progress bar indicates '0% complete'. The tasks listed are:

- Watch: Understanding Your Dental Benefits (12:00 AM) - Go → (button circled in red)
- Watch: Understanding Your Vision Benefits (12:00 AM) - Go →
- Watch: Understanding Your Hearing Benefits (12:00 AM) - Go →
- Watch: Using Your FlexCard and OTC Allowance (12:00 AM) - Go →
- Watch: Care Manager Programs (12:00 AM) - Go →
- Watch: Your Pharmacy Benefits (12:00 AM) - Go →
- Feedback: January Live Session (12:00 AM) - Go →
- Welcome (By end of day) - Go →

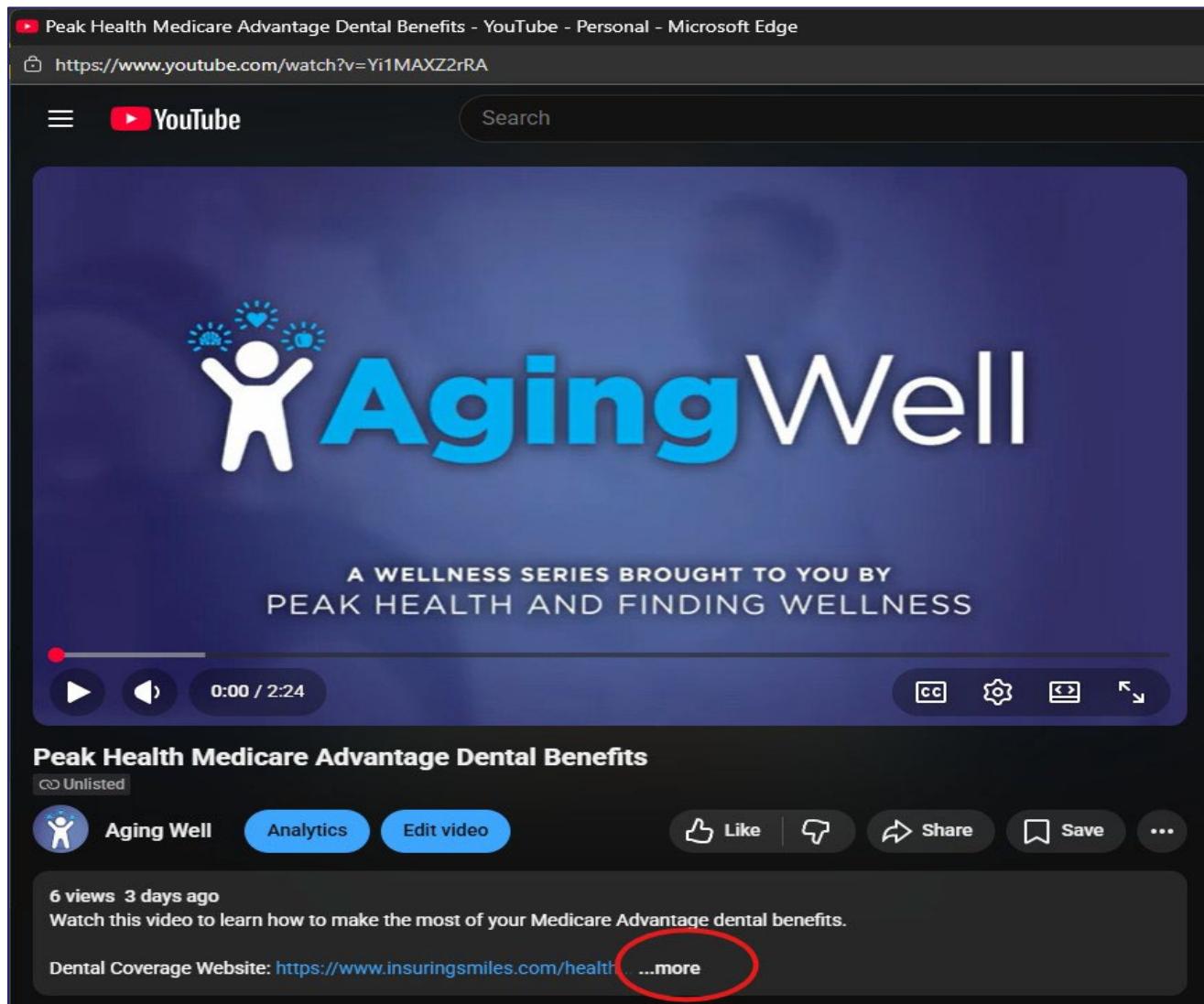
3. Selecting “**Go →**” will take you to the educational assignment.



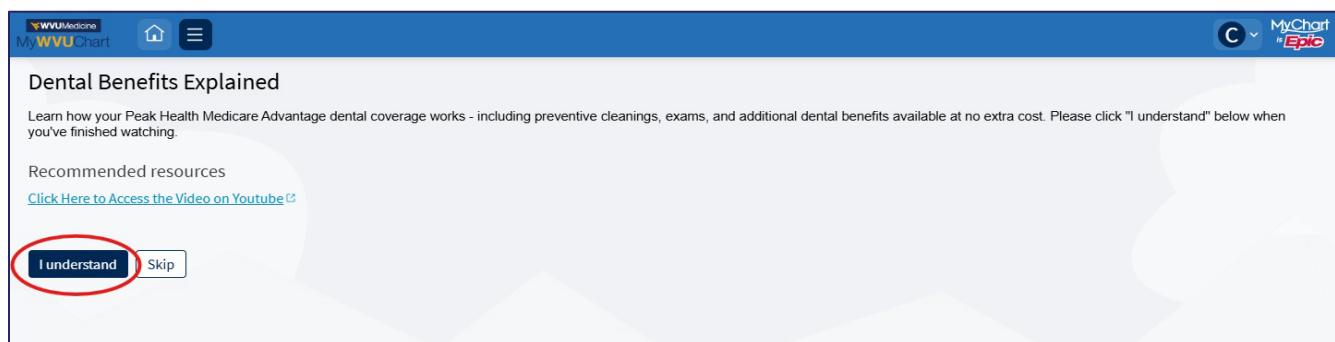
The screenshot shows an educational assignment titled 'Dental Benefits Explained'. It includes a brief description: 'Learn how your Peak Health Medicare Advantage dental coverage works - including preventive cleanings, exams, and additional dental benefits available at no extra cost. Please click "I understand" below when you've finished watching.' Below this is a section titled 'Recommended resources' with a link: 'Click Here to Access the Video on YouTube' (the link is circled in red). At the bottom are two buttons: 'I understand' and 'Skip'.

4. From here, a link to either YouTube (for on demand content) or Microsoft Teams (for live sessions) will be provided. Clicking the link will open a new browser window.

5. If web pages or contact options are mentioned in the YouTube video, selecting "...more" in the video description will display them.



6. When you have completed the video or live session, returning to the education section and selecting "I understand" will complete the task. If you choose not to participate in a live session. Selecting "Skip" will also complete the task.



7. To clean up your To Do List, there is an option to hide finished tasks. This can be found by selecting the “**More**” options section at the top left of the page.

The screenshot shows the 'To Do' list for December 21, 2025. The 'More' options menu is open, and the 'Show finished tasks' checkbox is checked (indicated by a red circle). The 'Today's Tasks' section shows 8 tasks, all of which are currently marked as 'In progress'.

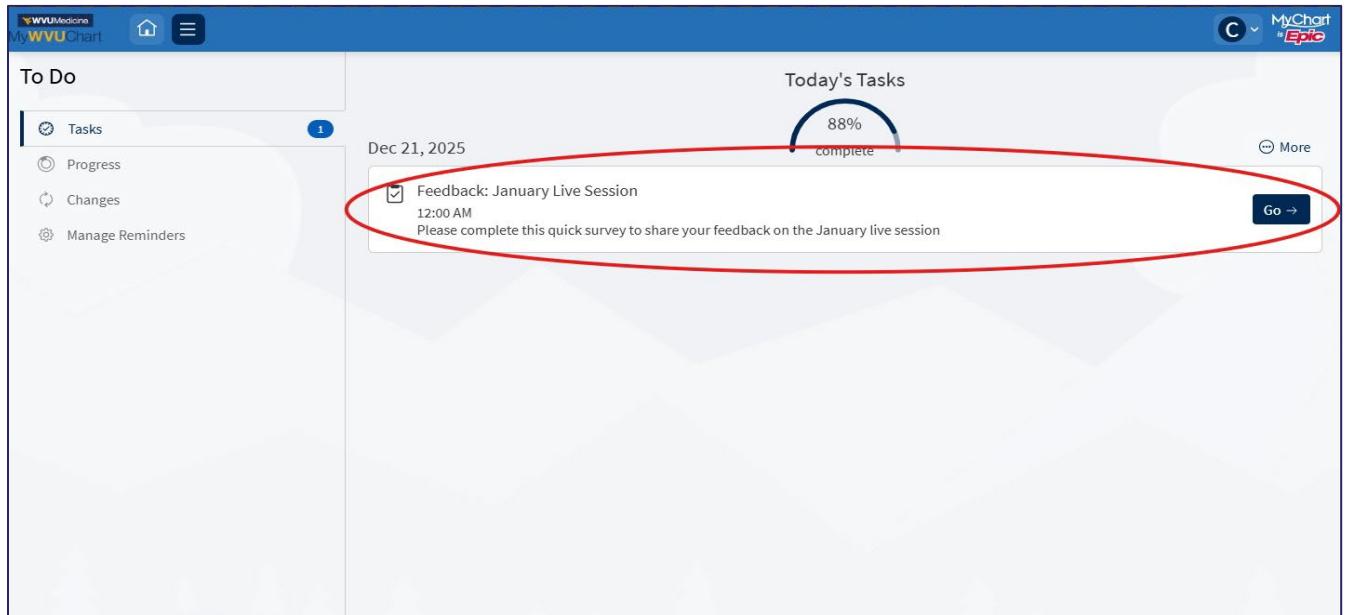
Task Description	Due Date	Status	Action
Watch: Understanding Your Dental Benefits	12:00 AM	In progress	Go →
Watch: Understanding Your Vision Benefits	12:00 AM	In progress	Go →
Watch: Understanding Your Hearing Benefits	12:00 AM	In progress	Go →
Watch: Using Your FlexCard and OTC Allowance	12:00 AM	In progress	Go →
Watch: Care Manager Programs	12:00 AM	In progress	Go →
Watch: Your Pharmacy Benefits	12:00 AM	In progress	Go →
Feedback: January Live Session	12:00 AM	Completed	Go →
Welcome	By end of day	Completed	Go →

8. Unselect “**Show finished tasks**” to hide them.

The screenshot shows the 'To Do' list for December 21, 2025. The 'More' options menu is open, and the 'Show finished tasks' checkbox is unselected (indicated by a red circle). The 'Today's Tasks' section shows 8 tasks, with the 'Feedback: January Live Session' and 'Welcome' tasks now hidden (marked with a small red circle).

Task Description	Due Date	Status	Action
Watch: Understanding Your Dental Benefits	12:00 AM	In progress	Go →
Watch: Understanding Your Vision Benefits	12:00 AM	In progress	Go →
Watch: Understanding Your Hearing Benefits	12:00 AM	In progress	Go →
Watch: Using Your FlexCard and OTC Allowance	12:00 AM	In progress	Go →
Watch: Care Manager Programs	12:00 AM	In progress	Go →
Watch: Your Pharmacy Benefits	12:00 AM	In progress	Go →
Feedback: January Live Session	12:00 AM	Completed	Go →
Welcome	By end of day	Completed	Go →

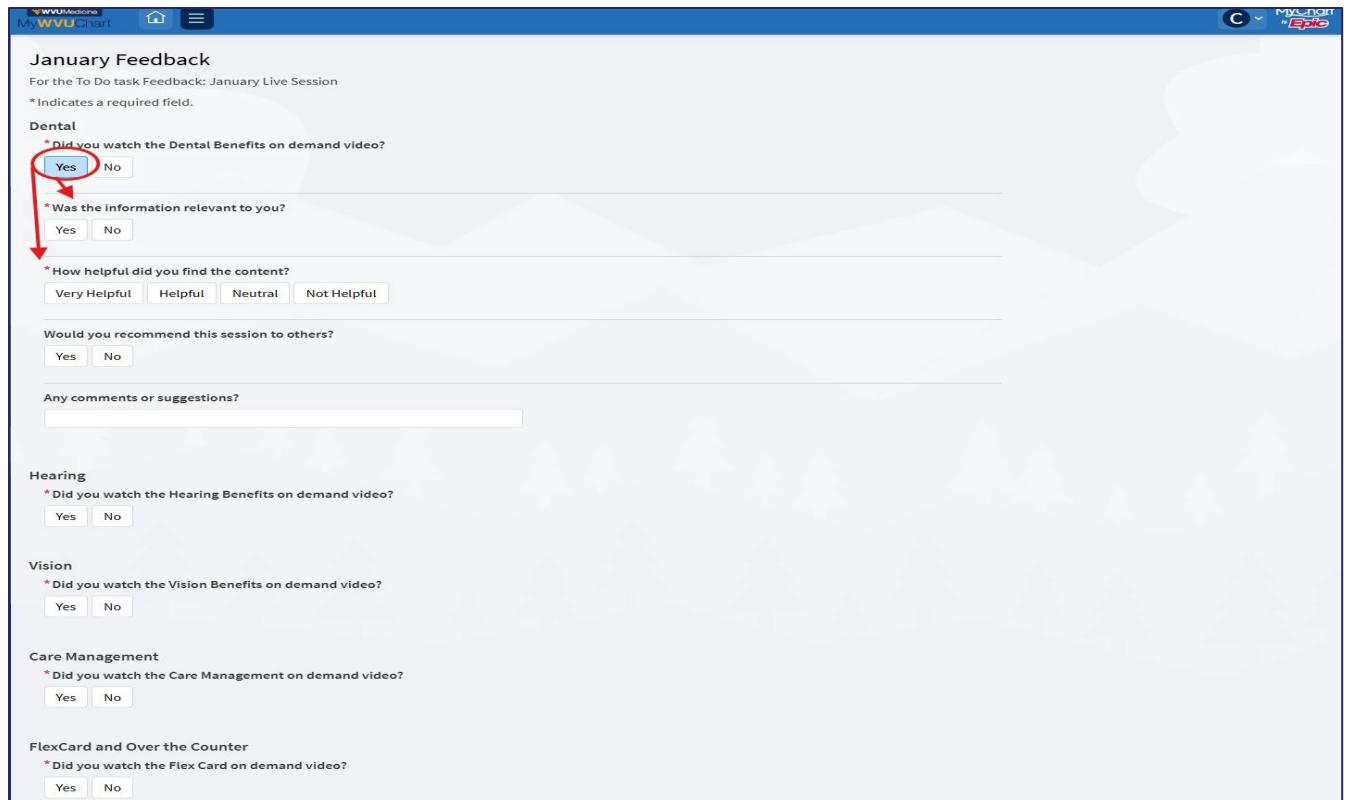
9. Once you have completed the educational content, please fill out a monthly survey to help guide the future content of this course.



10. Selecting the "Go →" option for the Feedback task will open a survey.

A screenshot of the 'January Feedback' survey page. The title 'January Feedback' is at the top, followed by a note: 'For the To Do task Feedback: January Live Session' and a reminder: '* indicates a required field.' The survey is divided into several sections: 'Dental' (Did you watch the Dental Benefits on demand video? Yes/No), 'Hearing' (Did you watch the Hearing Benefits on demand video? Yes/No), 'Vision' (Did you watch the Vision Benefits on demand video? Yes/No), 'Care Management' (Did you watch the Care Management on demand video? Yes/No), 'FlexCard and Over the Counter' (Did you watch the Flex Card on demand video? Yes/No), and 'Pharmacy' (Did you watch the Pharmacy Benefits on demand video? Yes/No). A 'Continue' button is at the bottom.

11. Selecting “Yes” will open a smaller sub-questionnaire.



January Feedback
For the To Do task Feedback: January Live Session
* Indicates a required field.

Dental

* Did you watch the Dental Benefits on demand video?
 Yes No

* Was the information relevant to you?
 Yes No

* How helpful did you find the content?
 Very Helpful Helpful Neutral Not Helpful

Would you recommend this session to others?
 Yes No

Any comments or suggestions?

Hearing

* Did you watch the Hearing Benefits on demand video?
 Yes No

Vision

* Did you watch the Vision Benefits on demand video?
 Yes No

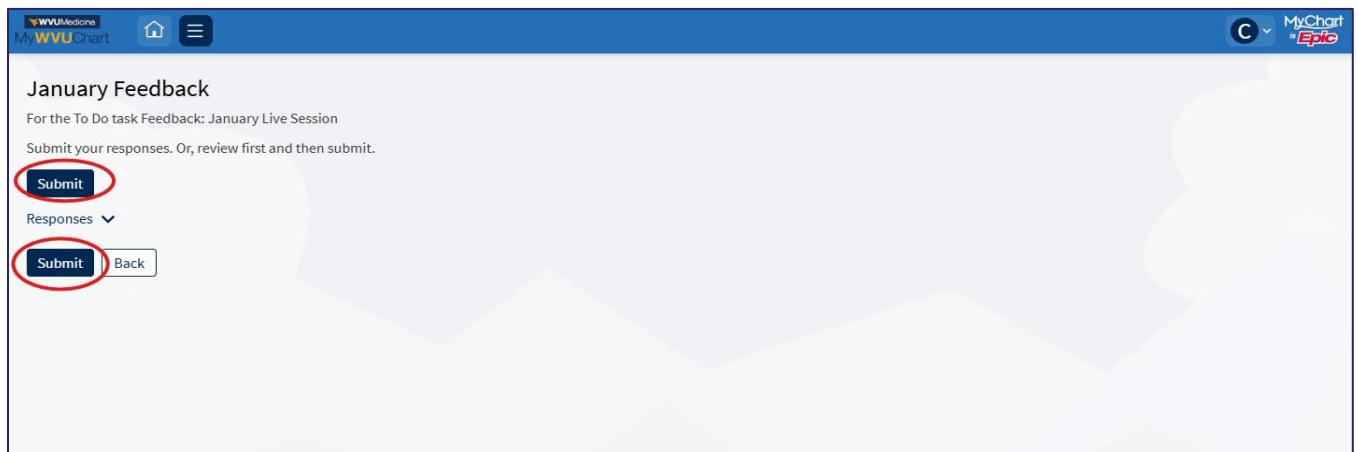
Care Management

* Did you watch the Care Management on demand video?
 Yes No

FlexCard and Over the Counter

* Did you watch the Flex Card on demand video?
 Yes No

12. This task will be completed when either “Submit” option is selected.

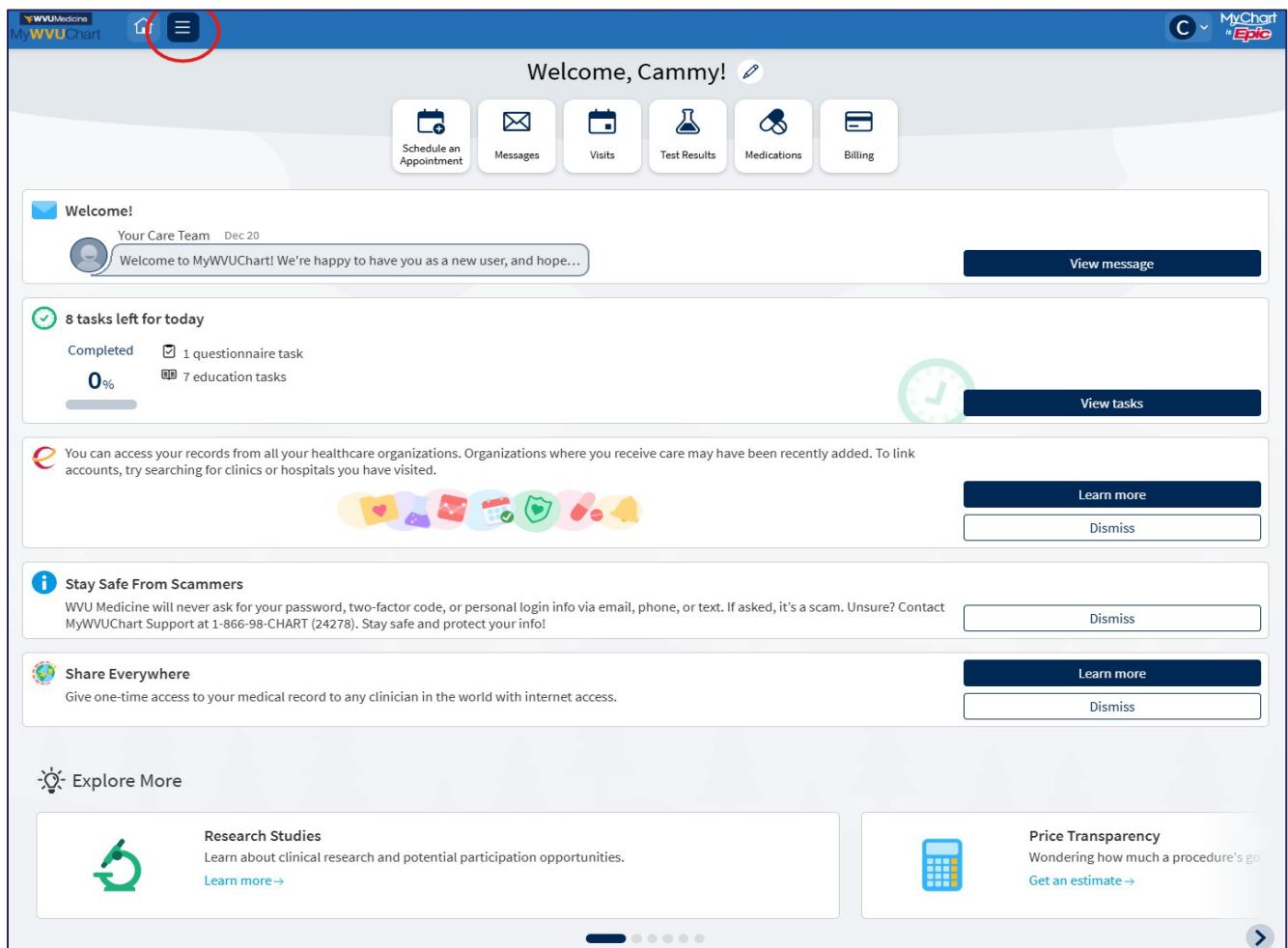


January Feedback
For the To Do task Feedback: January Live Session
Submit your responses. Or, review first and then submit.

Responses

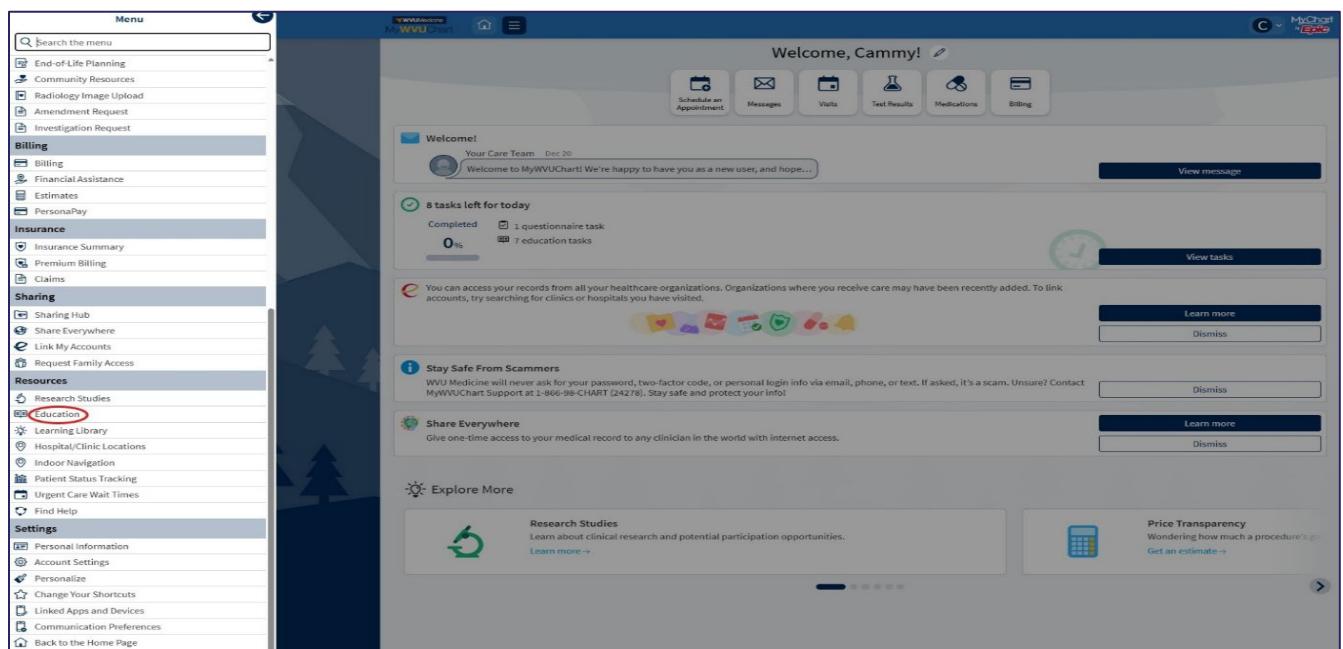
Back

13. To access completed or skipped tasks after they've been removed from your To Do List, select the icon for "Menu" from the MyChart or MyPeak home page.



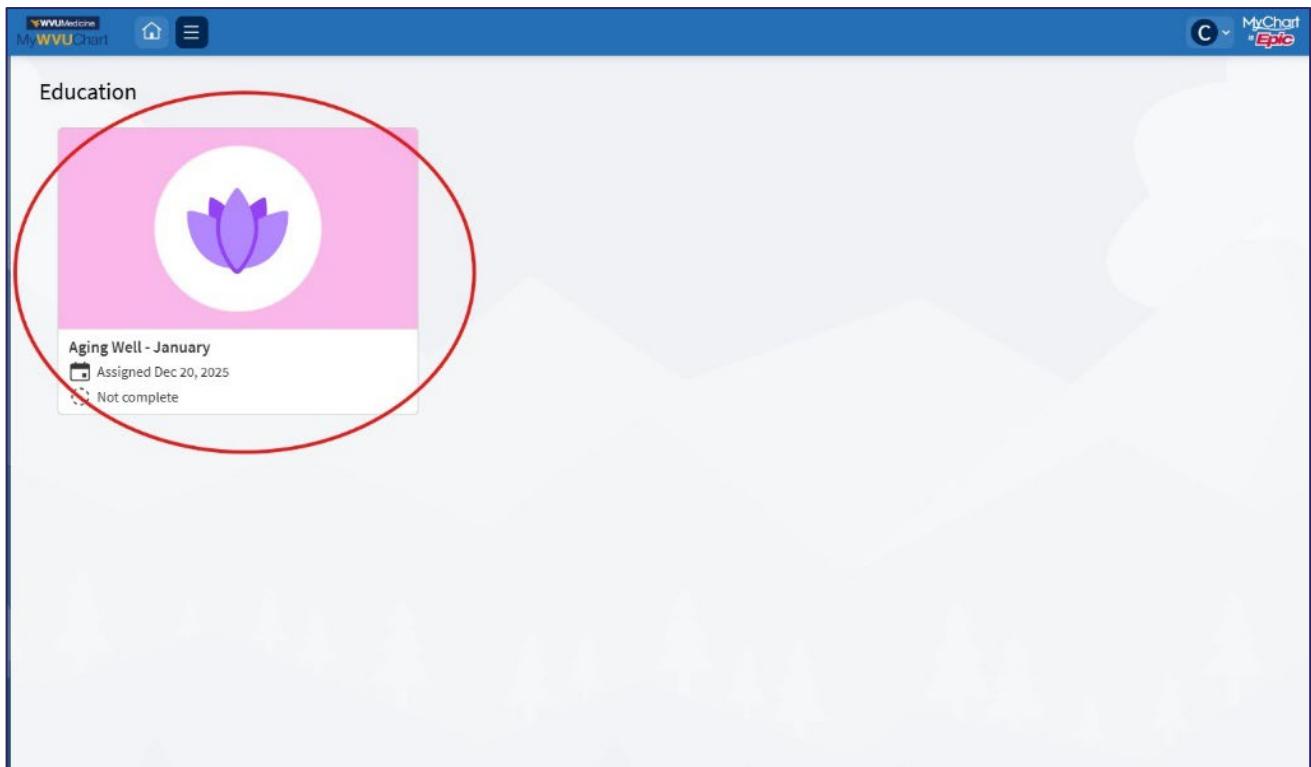
The screenshot shows the MyWVUChart home page. At the top, there is a blue header with the WVU Medicine logo, the text "MyWVUChart", and a "Menu" icon (a white square with three horizontal lines) circled in red. To the right of the menu icon is a user profile icon with the letter "C" and the text "MyChart Epic". Below the header, the page is titled "Welcome, Cammy!" with a pencil icon. A navigation bar below the title includes icons for "Schedule an Appointment", "Messages", "Visits", "Test Results", "Medications", and "Billing". A "Welcome" section features a message from "Your Care Team" dated "Dec 20" and a "View message" button. Below this, a section titled "8 tasks left for today" shows a progress bar at 0% completion for 1 questionnaire task and 7 education tasks. A "View tasks" button is next to a clock icon. Further down, there are informational cards: "Stay Safe From Scammers" (warning about scams), "Share Everywhere" (giving one-time access to medical records), "Explore More" (with "Research Studies" and "Price Transparency" sections), and a "Billing" section. The bottom right corner of the page has a "Next" button.

14. From the menu, scroll down until you reach the Resources section, and select "Education".



The screenshot shows the MyWVUChart home page with a sidebar on the left containing a "Menu" with a search bar and a list of categories. The "Resources" section is expanded, showing "Research Studies", "Education" (which is circled in red), "Learning Library", "Hospital/Clinic Locations", "Indoor Navigation", "Patient Status Tracking", "Urgent Care Wait Times", and "Find Help". The "Education" option is highlighted with a red circle. The main content area is identical to the one in the previous screenshot, showing the "Welcome" section, "8 tasks left for today", and various informational cards. The bottom right corner of the page has a "Next" button.

15. The content will be sorted by month presented for easy access.

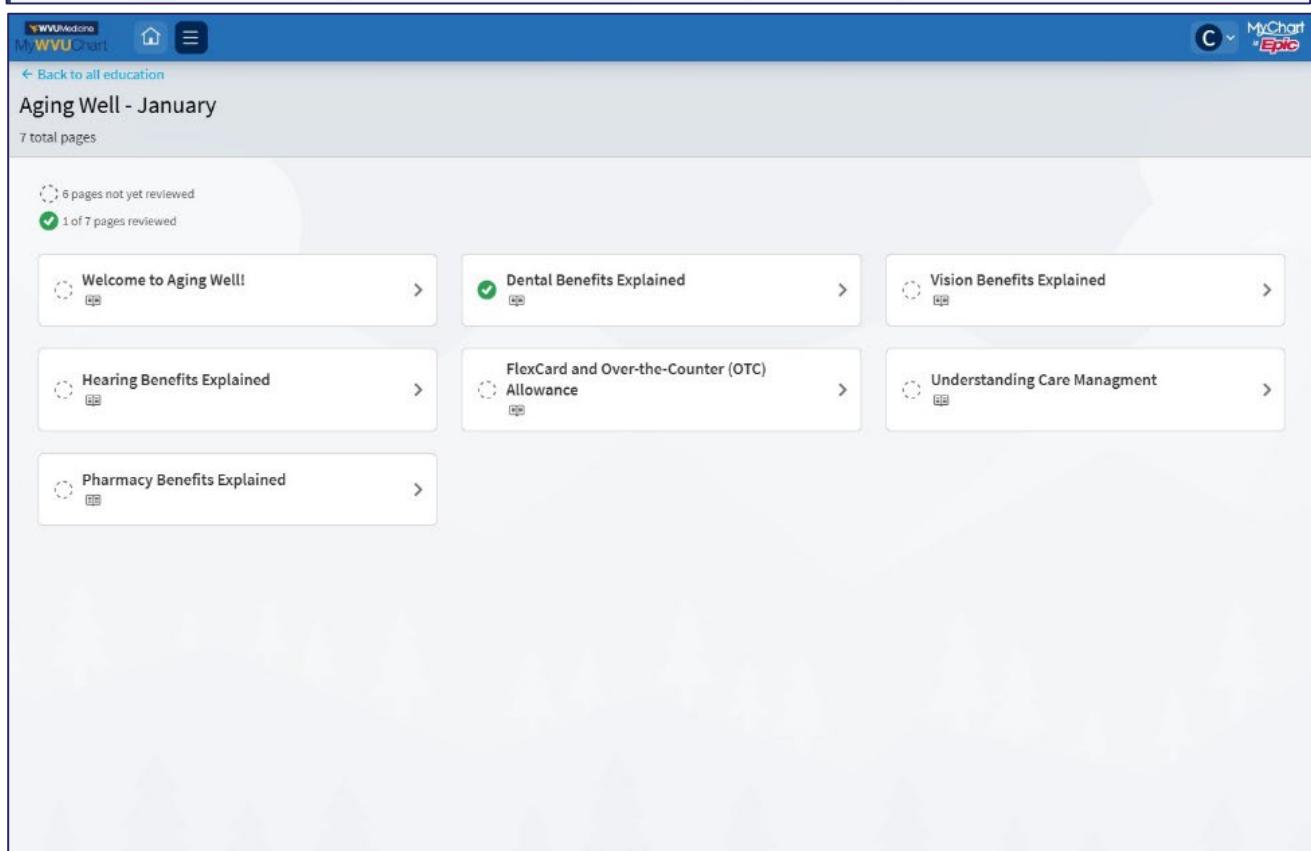


Education

Aging Well - January

Assigned Dec 20, 2025

Not complete



Back to all education

Aging Well - January

7 total pages

6 pages not yet reviewed

1 of 7 pages reviewed

Welcome to Aging Well! >

Dental Benefits Explained >

Vision Benefits Explained >

Hearing Benefits Explained >

FlexCard and Over-the-Counter (OTC) Allowance >

Understanding Care Management >

Pharmacy Benefits Explained >