



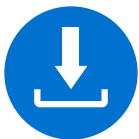
The Self-Reporting Health Status Tool

Get started




Register your mobile phone number

- 1 Go to umassmed.service-now.com/sp
- 2 Click “**Login**” in the upper right corner of the screen. Use your UMMS username and password.
- 3 Click on your name in the upper right corner, then click “**Profile**”
- 4 Click on “**Mobile Phone**” in the “About” section. Enter your mobile phone number and click “**Save.**”



Download the app

This step is only necessary if you plan to use the Now Mobile app to report your health status. If you plan to use a web browser you can skip ahead.

- 1 Open the “**App Store**” on an iPhone or “**Google Play**” on an Android device.
- 2 Search for “**Now Mobile.**” The icon should look like this: 
- 3 Tap “**Install**”
- 4 Open and set up the Now Mobile App:
 - Enter a nickname of your choice and the instance address: “**umassmed**” (the app will add “.service-nw.com” to this)
 - Tap “**Save and login**”
- 5 Tap “**Continue**” when prompted
- 6 Enter your UMMS username and password and tap “**log in**”

Report your health status



Report using a web browser

- 1 Go to umassmed.service-now.com/sp and log in with your UMMS credentials
- 2 Click on the **red heart icon** labeled “Self-Reporting Health Status”
- 3 Select an answer from each of the three drop-down menus in the section labelled “Submit an update about your health status”: “**Symptom Status,**” “**Have you been in contact with Employee Health Services (EHS)**” and “**Work Location / Status**”
- 4 Click “**Save**”

or



Report using the Now Mobile app

- 1 Open the **Now Mobile App**
- 2 Tap “For Me” at the bottom of the screen
- 3 Tap “Health Status” at the top of the screen
- 4 Select an answer from each of the three drop-down menus in the section labelled “Submit an update about your health status”: “**Symptom Status,**” “**Have you been in contact with Employee Health Services (EHS)**” and “**Work Location / Status**”
- 5 Tap “**Save**”