

# Health Insurance and Vivature Directions for New Student-Athletes

## Health Insurance

### Step 1.

Go to <https://studentcenter.uhcsr.com/kwu>

### Step 2.

On the bottom of the screen, select one of the following two options:

- 1). Enroll Now – Health Insurance - this is for students who have no insurance, state Medicaid or insurance that will be out of network in Kansas.
- 2). Waive your School Insurance – this is for students who already have in-network insurance in the state of Kansas.

### Step 3. (For students enrolling in insurance)

After clicking the “Enroll Now – Health Insurance” link, answer the provided questions. When you’re done, you should receive a confirmation email.

\*To get your insurance card, go to [www.uhcsr.com](http://www.uhcsr.com), go to the log-in portal, then click “create an account.” After creating an account, you will have access to a printable version of your insurance card.

### Step 4. (For students waiving their insurance)

After clicking the “Waive Your School Insurance” link, answer the provided questions to the best of your ability. Have the front and back of your current insurance card scanned and on your computer. Upload the scans to the portal.

If your waiver is denied, that means your insurance did not meet all the necessary requirements. You will need to enroll in KWU’s insurance.

## Vivature Directions

### Step 1.

Go to <https://blueocean.edh.com> and click “New User Registration.”

### Step 2.

Enter in KWU’s school code (**KWADS**), type in the verification code shown in the image, then click continue.

### Step 3.

Complete ALL fields with \* next to them, then click continue.

### Step 4.

Complete the remaining required fields with \* next to them, then click "save." Once you have reached this point, you are awaiting approval from KWU. Once your registration is approved, you will receive a confirmation email from [no.reply@orchr.com](mailto:no.reply@orchr.com).

### Step 5.

Once you receive your confirmation email, make note of your User ID and temporary password. Proceed to <https://blueocean.edh.com> to finish your profile.

### Step 6.

Login using the credentials provided in your confirmation email. You will be asked to reset your password. Enter the old password, then provide and confirm your new one. After that, login with your username and new password. (Make sure to keep this login information in a safe place.)

### Step 7.

At the bottom of your profile, click the “Parent/Guardian” tab. Click the “+” to add information for each parent and/or guardian. **Information for at least one parent or guardian must be entered.**

Complete all fields marked with an \* and include at least one valid phone number for each parent or guardian provided. Save information. Repeat with each parent/guardian.

### Step 8.

At the bottom of your profile, click the “Contact” tab. Click the “+” to add information for each parent and/or guardian. **Information for at least two emergency contacts must be entered.**

Complete all fields marked with an \* and include at least one valid phone number for each contact provided. Save information. Repeat with each emergency contact.

### Step 9.

To add your insurance information and card to your profile, install the **NExTT Pic** app on your phone to submit images of the front and back of your health insurance card.

Once your card is uploaded, which may take 24-48 hours, click on the pencil icon and answer the following fields:

- Insurance priority
- Policy number
- Effective date
- Student relationship to the subscriber
- Subscribers Date of Birth
- Subscribers First and Last name
- Subscribers Gender
- Subscribers Address

**Step 10.**

On the left-hand side of your profile, you will see a tab labeled “Forms.” The following forms must be completed:

- Form A (Health History)
- Form B (Immunization Record)
- Form C (Consent/Signature)
- Form D (NAIA Consent)
- Form E (TB Screen)
- Form F (Assignment of Benefits)

After that, your Vivature profile will be complete!