USA HEALTH

Employee Health Portal Guide

Accessing the Employee Health Portal

Step 1: Log In

Employees hired before April 3, 2024

- Go directly to: https://ul.pureohs.com

Employees hired on or after April 3, 2024

- You will receive an account activation email from ul.donotreply@puresafety.com.
- If you do not see the email, check your Spam/Junk folder.
- After activating your account, log in at https://ul.pureohs.com.

Step 2: Enter Your Organization ID

After accessing the portal:

1. Enter USA Health Organization ID: 4405
2. Select Next.
3. If you are connected to the USA Health network, you will be automatically signed in.
4. If you are off-network, sign in using your USA Health email address and password (Azure credentials).

Step 3: Navigate the Portal

Once logged in, you will see the following tabs:

My Medical Chart

Use this tab to view:

- Immunization history
- Respirator fit test records (if applicable)

My Documents

Use this tab to:

- Upload immunization records received outside of Employee or Occupational Health
- Submit exemption forms, other required health documents, or declination form

Note: If you received your immunization through Employee or Occupational Health, you do not need to upload documentation.

Uploading Immunization Records or Other Documents

1. Open the My Documents tab.
2. Select Upload.
3. Drag and drop your file or browse to select the document.
4. Choose the appropriate document type (e.g., Influenza Vaccination, Influenza Exemption).
5. Select the applicable vaccine or exemption type.
6. Enter the date the vaccine was received, when applicable.
7. Click Submit.

Important: Selecting the correct document type is required to ensure your vaccination status is accurately reflected, and compliance requirements are met.

Monitoring Employee Compliance

Leaders can use the Pure OHS portal to monitor influenza vaccine compliance for their direct reports. Supervisors will see a third tab called Dashboard, which provides employee compliance information.

Accessing the Dashboard

1. Log in to the portal.
2. Select the Dashboard tab.
3. Review the My Employees' Compliance chart.

Note: The dashboard may initially appear blank until employee vaccination records are entered. While the screen may display both influenza and COVID-related information, managers will only receive influenza compliance data.

Viewing Detailed Compliance Information

To view employee-level details:

1. Scroll to the bottom of the Dashboard page.
2. Select Open detail in a new tab.

Frequently Asked Questions

What if I do not receive an activation email?

Employees hired before April 3, 2024:

- You will not receive an activation email. Go directly to https://ul.pureohs.com and log in.

Employees hired on or after April 3, 2024:

- Look for an activation email from ul.donotreply@puresafety.com.
- If you do not receive it, check your Spam/Junk folder.

Will I be able to access my records after leaving USA Health?

No. Access to the portal is removed when employment ends.

Before separating from USA Health, download or print any records you may need. If you did not save your records before separation, contact Employee Health at 251-410-7629 to request copies.

Who can view my information?

Your personal health information in the portal is accessible only to:

- You
- Employee Health Onboarding and Occupational Health