Portal:
How to complete a requirement with documentation
1. Login to Health on Track using your NetID at https://healthontrack.yale.edu/s/

2. On the main page, you may see a window with the message “You have outstanding health requirements. Do you want to satisfy any of them now?” Press “Next” to begin submitting documentation for one or more health requirements.

3. Select either “Yes, Check My Epic Records” or “Do Not Check My Epic Records” then press “Next” to progress.

4. Select one or more health requirements to begin their completion. For the sake of this guide, Flu Vaccination will be selected. Press “Next” to begin satisfying the selected health requirement.

5. Every health requirement has an introduction page describing the requirement and best way to resolve it. Select “Flu Vaccination 2023-24” under the heading “What would you like to complete?” Press “Next” to progress.
6. Select the type of vaccine you received as part of this requirement. It will always be “Influenza Vaccine.”

7. Select a date you first received the vaccine.

8. If you have previously uploaded a document on Health on Track and you wish to re-use it, check the box next to “Use files previously uploaded” to select them again. Otherwise, press “Upload Files” to upload a new document. Keep in mind, the uploaded document must be 4 MB or less. Press “Next” to progress.

9. If done successfully, a message will display “Requirement information submitted for Flu Vaccination.” Press “Next” to finish submission of your health requirement.