



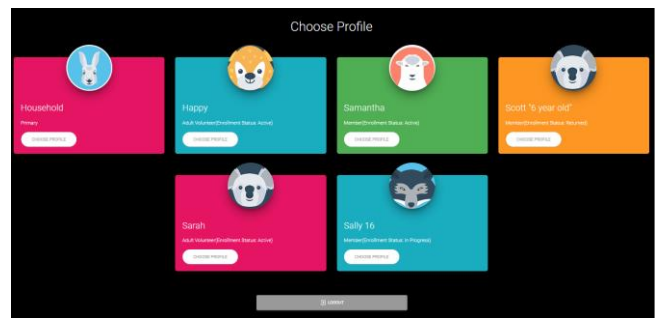
For Families: Updating Health History Information

Purpose:

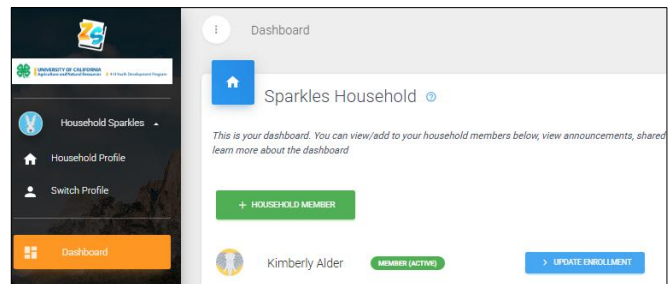
Families enter Health History information as part of the enrollment process. Should this information change during the program year, families should make sure to update the Health History information in the enrollment system.

Update Health History Information

1. Login to your Household account.
2. Select your Household Primary profile by clicking *CHOOSE PROFILE*.
3. Enter your ZSuite PIN.

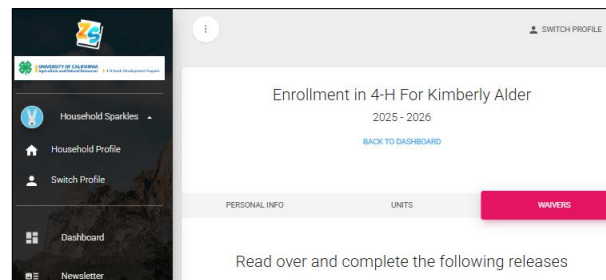


4. From the Dashboard, locate the youth member you wish to update Health History information and click *UPDATE ENROLLMENT*.



5. Click *WIVERS* and scroll to the bottom and click the *HEALTH HISTORY & TREATMENT AUTHORIZATION* button.

A new browser tab will open to display the Youth Member Health History & Treatment Authorization Form.



HEALTH HISTORY & TREATMENT AUTHORIZATION

6. Families can update the following information:
- Member Information
 - Emergency Contact Info
 - Allergies
 - Authorized Medications
 - Conditions
 - Remarks
 - Immunizations

Families may not change the treatment of authorization response, signature, or date for an Active enrollment.

Member Information	
Legal First Name *	Kimberly
Legal Last Name *	Hope
Date of Birth *	12/10/2010
Emergency Contact Information	
First Name *	Sarah
Last Name *	Sparkles

- When complete, scroll to the bottom of page and click *Submit Form*.
- The system will process the change and provide confirmation you have submitted the changes, and then take you to a page that you can print or save.

Submit Form

Form submitted successfully!



FAQ

1. Why would I need to update Health History information?

When changes in health occur, families should update the Health History Information in the enrollment system. This may include changes in allergies, medications, conditions, or other emotional or behavioral conditions. Additionally, families may be requested to update the vaccination information before overnight events such as camps or excursions.

2. What other areas of an Active enrollment can families update?

Families can update the PERSONAL INFO section of an Active enrollment which includes Preferred Name, Member/Volunteer Phone & email, demographic information (Gender, Ethnicity, Race & Place of Residence) grade, parent/guardian, military service, and household assistance information. Families can also update the Health History & Emergency Contact Information. Please see [Families Updating Household Account & Profile Information Helpsheet](#) for more information.

3. What other areas of an Active enrollment can families not update?

Families are unable to update the UNITS section of an Active enrollment and to change waiver consent information. To make changes to units or projects, contact your [local 4-H county office](#).

For questions, please contact your [local county 4-H office](#).

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