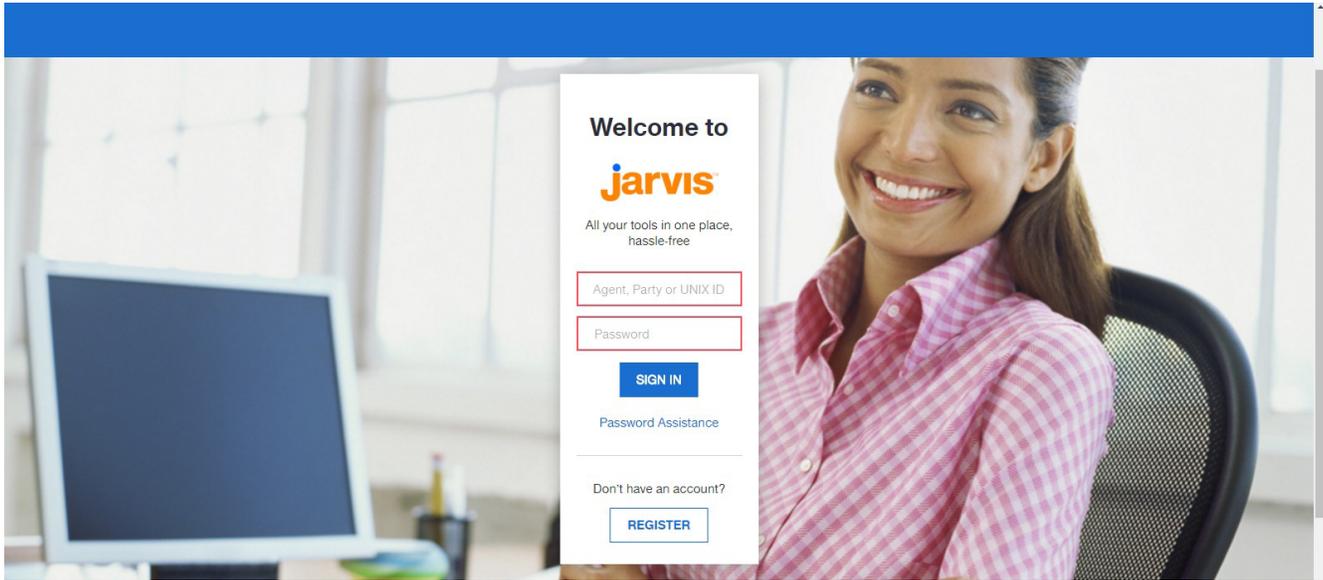


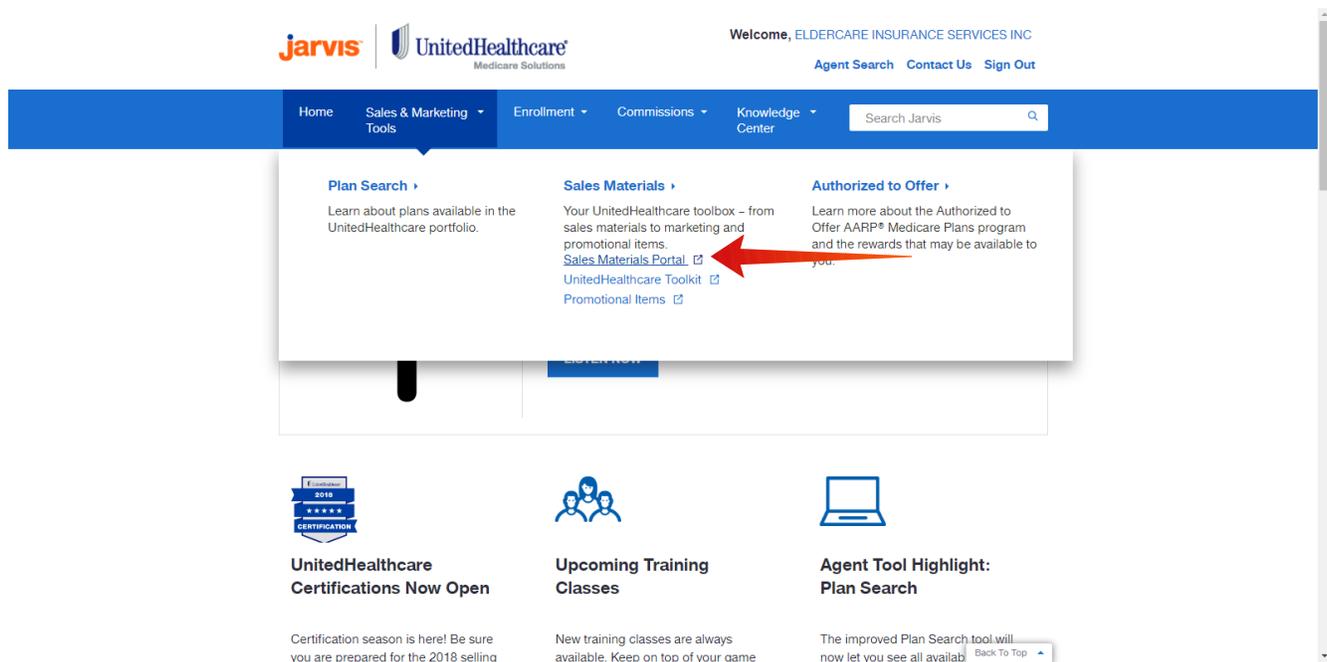
UnitedHealthCare Material Order Instructions

Go to https://www.uhcjarvis.com/content/jarvis/en/sign_in.html#/sign_in

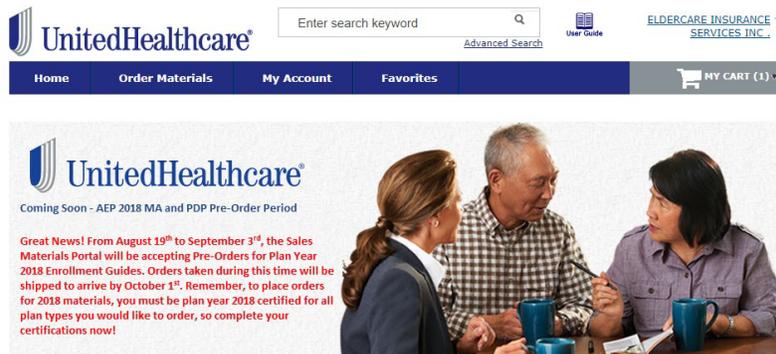


Log In

In the “Sales and Materials” drop down menu, click “Sales and Materials Portal”.

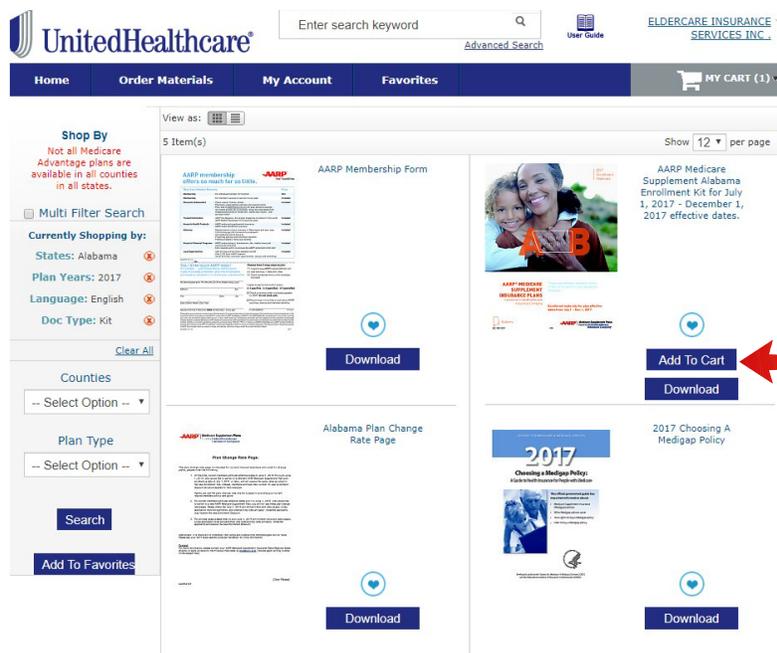


Click "Order Materials".



For materials you would like to order, click "Add to Cart".

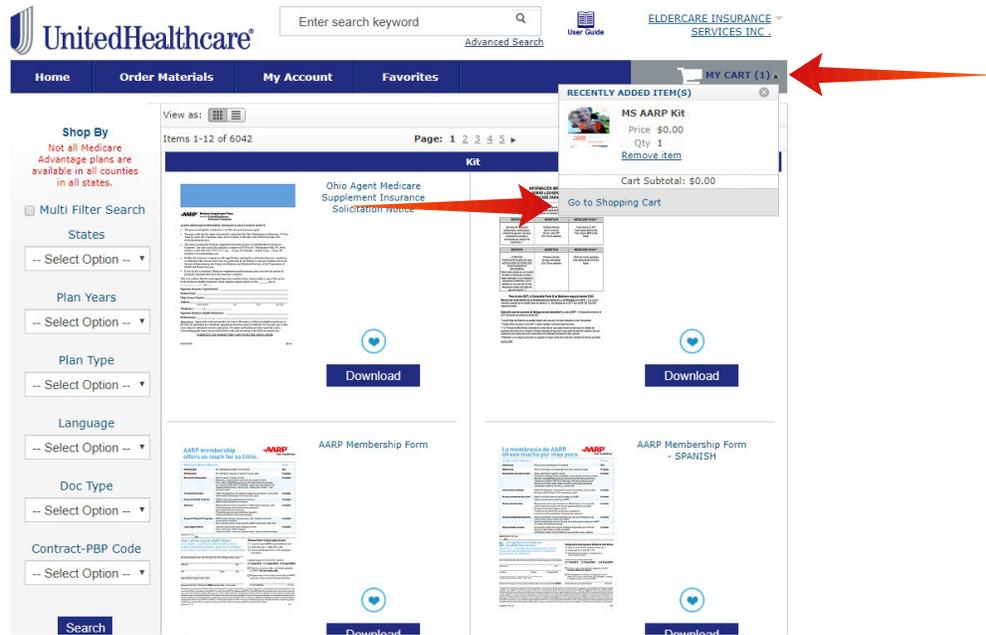
To narrow the search, adjust the filters on the left side of the screen.



After you have selected “Add to Cart” for all materials you would like to order, click “My Cart”.

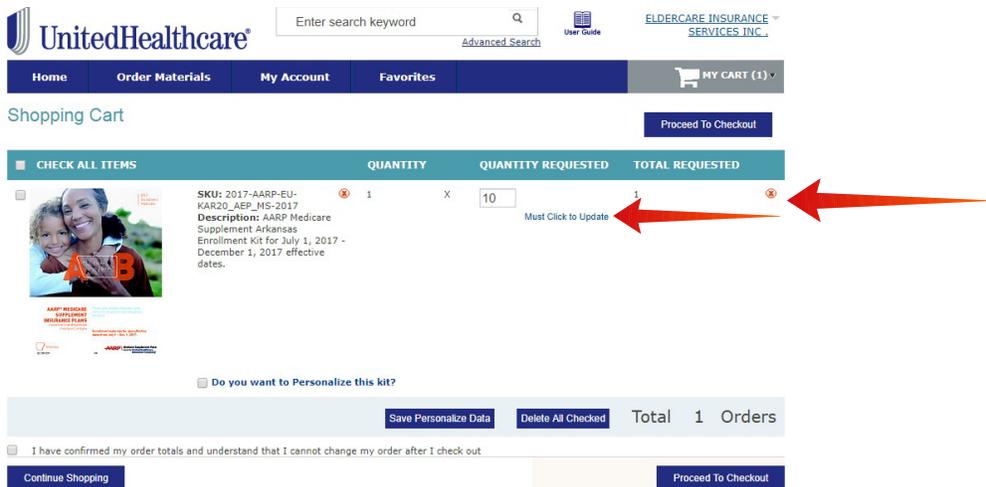
A box will appear with “Recently Added Items”.

At the bottom of the box click “Go to Shopping Cart”.

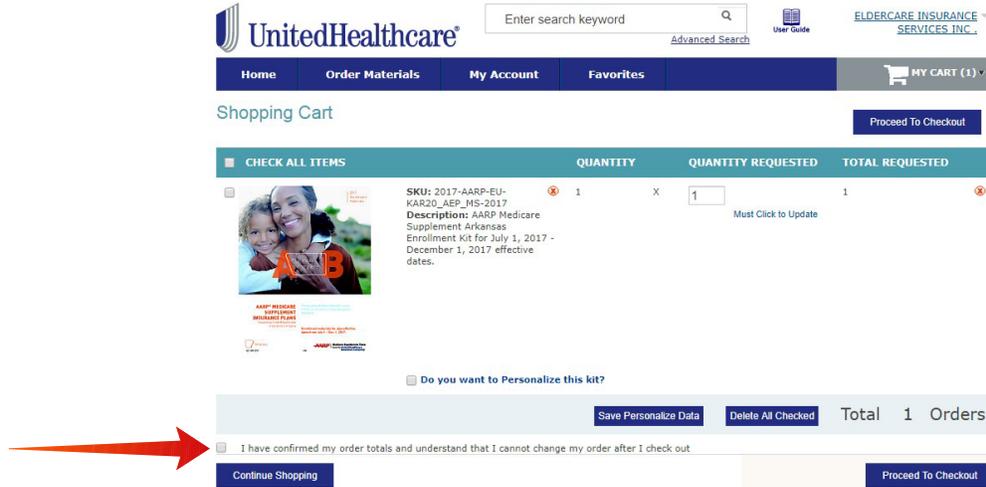


Select the quantity you would like to order for each item.

Select “Must Click to Update”.



Check the box to verify that you have confirmed your order totals and understand that you cannot change your order after check out.

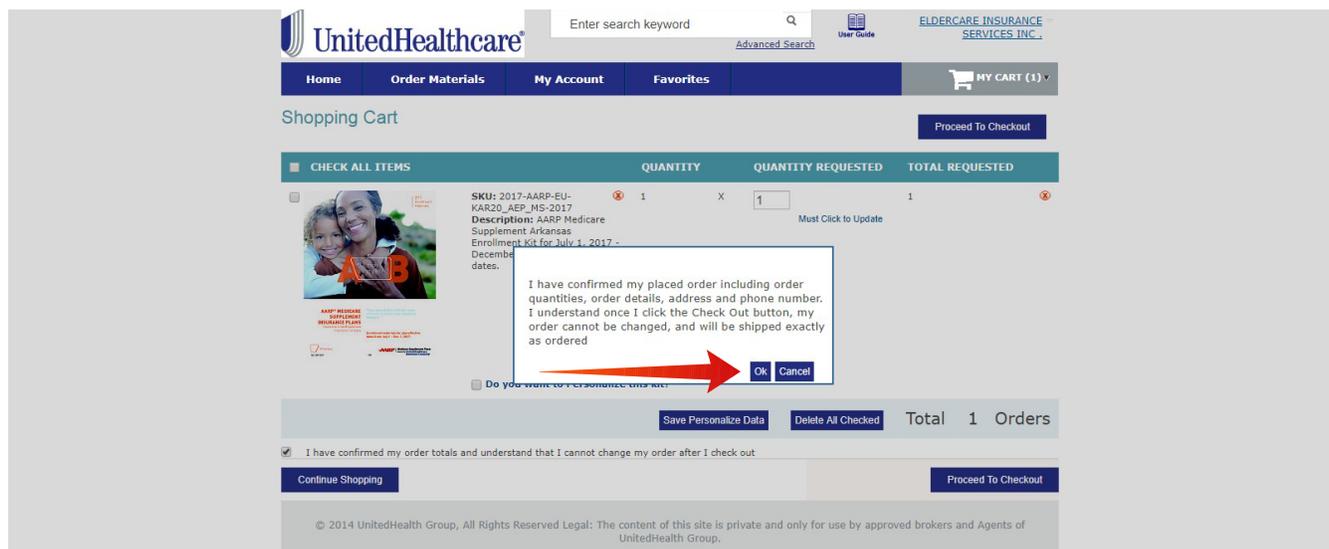


Click “Proceed to Checkout”.

A box will pop up that says:

“I have confirmed my placed order including order quantities, order details, address and phone number. I understand once I click the Check Out button, my order cannot be changed, and will be shipped exactly as ordered”

Click “OK”



Verify shipping address and “Continue”.

No payment information is required, so click “Continue” again.

Review your order and click “Place Order”.