

How to Register & Participate in our Class Offerings During This Phase

- Classes will REQUIRE PREREGISTRATION to ensure that we limit the number of participants to 10 participants and are able to maintain the required 10 foot physical distance in accordance with the Va guidelines in Phase 2. Classes are open to members only. Due to limited capacity, nonmembers are not able to register for these classes.
- Members can pre-register for the scheduled classes offered June 17 – June 30 via the Member Portal on our website. See directions below to pre-register.
- Participants should bring their own water bottle (recommended). Water fountains will remain closed in this phase.
- Please review the start time as classes and times have changed during this phase. Please arrive to the center a few minutes early for the scheduled class. [Click here for our reopening guidelines](#) or visit rmhwellnesscenter.com so that you have the information you need before arriving to the center upon your first visit. The instructor and all participants must maintain at least ten feet of physical distancing between each other.
- All participants must PREREGISTER for the class in the Member Portal. Due to limited class capacity, we are not able to accommodate walk-in participants.
- Child Care remains closed in June. Child Care is scheduled to open July 1 with reservations due to limited capacity during this phase. More details to come!

How to View Class Schedule:

To view our schedule of classes, please visit our [Electronic Group Fitness Schedule](#) and follow the steps below.

STEP 1. To locate classes, search the schedule by any day between 6/17/20 – 6/30/20. **Click the blue calendar button and enter the date to view classes held that day.**

STEP 2. Click Search.

STEP 3. Click the Enroll button next to the class you've selected.

STEP 4. You will be prompted to login to the [Member Portal](#) from our website or use the link here: <https://hnd-p-ols.spectrumng.net/RMH/Login.aspx>. Enter your username and password. If you have not logged in to the portal before or if you have forgotten your username or password, please follow the directions below.

Member Portal Login Directions

How to Access Your Account

Visit our [Member Portal](#), from our website and follow the directions below to log in or create your account.

If This Is Your First Time Using the Member Portal

1. Click on the [Do not have a login?](#) link.
2. You will be prompted to enter your member scan tag #
3. Create a username and password
4. Click the button to begin using the Member Portal.
5. Select the [Group Fitness](#) icon to view classes and preregister.

If You Have Forgotten Your Username Or Password

1. Click on [Forgot your username/password?](#) link.
2. You will be prompted to enter your email address. Please note this email must be the same email linked to your membership account.
3. You will receive an email from donotreply@rmhwellnesscenter.com with your new username and password.
4. If you do not receive an email or need further assistance with the login process, call Heather at 540-564-5694 or email her at HRMONEYM@sentara.com.
5. Once you are logged in, you can view the schedule by clicking the button to begin using the Member Portal. Select the [Group Fitness](#) icon to view classes and preregister by searching for the date and click search.

If you have trouble logging in for the first time, please contact Heather at [540-564-5694](tel:540-564-5694) or email her at HRMONEYM@sentara.com so that she can assist you in setting up your account. Heather's office hours are Monday—Friday 8:30am—4:00 pm.

If You Need to Cancel Your Spot in Class

1. Visit our [Member Portal](#) and login using your username and password.
2. Click the **Account Information** icon
3. Click the **Account Summary** link
4. Scroll down to the bottom of your summary and click **Current Reservations**
5. Select the class and cancel reservation.