



COVID-19 Community Response Vaccine Scheduling Instructions Group Notice for all Clinics after 2/3/21 For Phase 1A, K-12 Educators and Childcare

- **UPDATED - Scheduling Process:**
 - Use the following link (vaccine waitlist) for any personnel/individuals who need a 1st dose vaccine appointment.
 - <https://app.smartsheet.com/b/publish?EQBCT=f290e17216db4e68a9826e018ae87f9a>
 - Indicate if you are Phase 1a, Educator or Childcare in the waitlist survey.
 - You will be notified, via email, of a scheduled vaccine appointment availability.
 - **You must be available for your 2nd dose for the vaccine you receive...**if you cannot be available do not get the first dose.
- **Pre-Screening Form:**
 - Review this OHA Vaccine Admin Record in advance; if possible, print this form, complete it, and bring it with you...if not you will fill it out at the vaccine clinic during your appointment.
 - <https://www.oregon.gov/oha/PH/PREVENTIONWELLNESS/VACCINESIMMUNIZATION/IMMUNIZATIONPROVIDERRESOURCES/COVIDDocuments/COVID-19VAR.pdf>
- **Day of Appointment Process:**
 - **Wear a short sleeve shirt and your face covering.**
 - **Bring your agency name badge/photo identification** with you to your appointment. Photo ID will be required to validate your appointment; independent care workers should bring standard government identification card (driver license, identification card, passport).
 - Total appointment time is approximately 30 minutes; arrive 15 minutes ahead of time with your face covering. You will receive your vaccine and then be asked to wait for a 15-minute observation period before you can leave your appointment.
 - You will receive a vaccine card with your info and your vaccine entered in the State immunization program for future reference. Staff at the vaccine clinic will schedule you for your 2nd dose appointment so bring your calendar with you if needed.
- **Vaccine Appointment Location** – the location of the vaccine clinic will be in the scheduling program confirmation that you will receive.
- **Financial Considerations:**
 - There is no cost to the staff or residents for this vaccine.
- **Need More Information?**
 - Contact County Call Center - 541-265-0621 or email lincolnCoCallCenter@co.lincoln.or.us