



Direct Scheduling Instructions for the First and Third COVID-19 Vaccine Dose for those 13 years of age and older.

*****For those 12 years of age, please call 860-679-5589.*****

For Scheduling through MyChart, you **MUST** take ALL of the following steps in advance to be prepared for your COVID-19 first or third dose vaccine appointment. Please do not skip any of these steps, as each of them is critical and required. If any technical problems are encountered with MyChart registration or your online scheduling, please call 860-679-4400 and choose option #2.

STEP 1: Sign Up for UConn Health MyChart by following this specific link <https://mychart.uconn.edu/mychart/signup>.

Select the **“Verify your identity for Instant Access”** option.

Note, if you already have a UConn Health MyChart account, skip to Step 2.

UCONN HEALTH | **MyChart**
One Patient. One Record. Endless Benefits.

Choose a Signup Method

There are two sign up methods listed below. We recommend the "Verify your Identity for Instant Access" sign up method for instant access to MyChart.

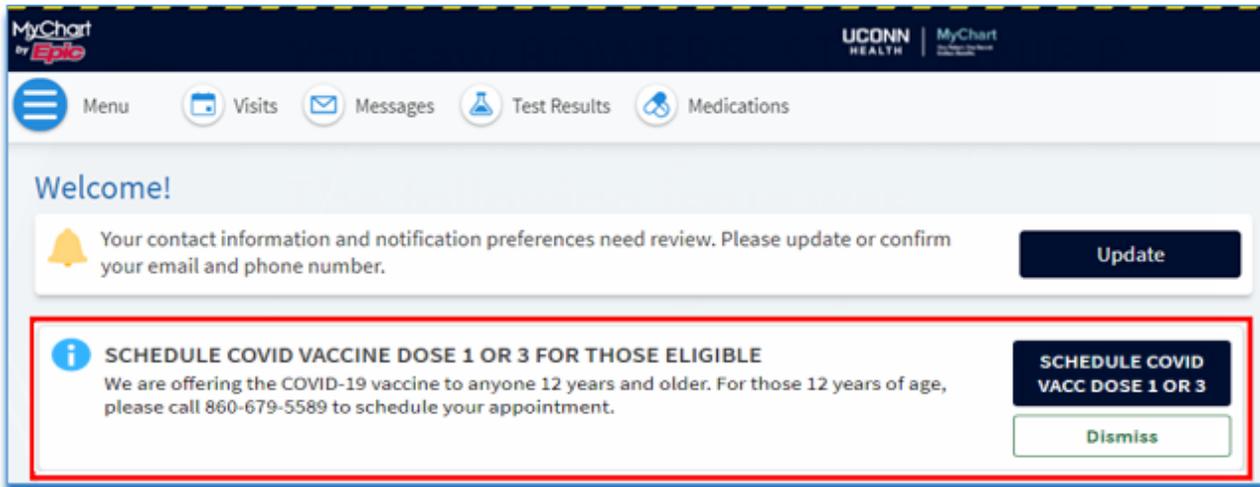
Note: If you are between the ages of 13 and 18, please use the "Request an Activation Code" signup method.

<p>Request an Activation Code</p> <p>The MyChart Administrator will email you an activation code (Approximate turnaround time is 2 business days).</p>	<p>Verify your Identity for Instant Access ⓘ</p> <p>Answer questions online to confirm your identity and get instant access to MyChart. ⓘ</p>
---	--

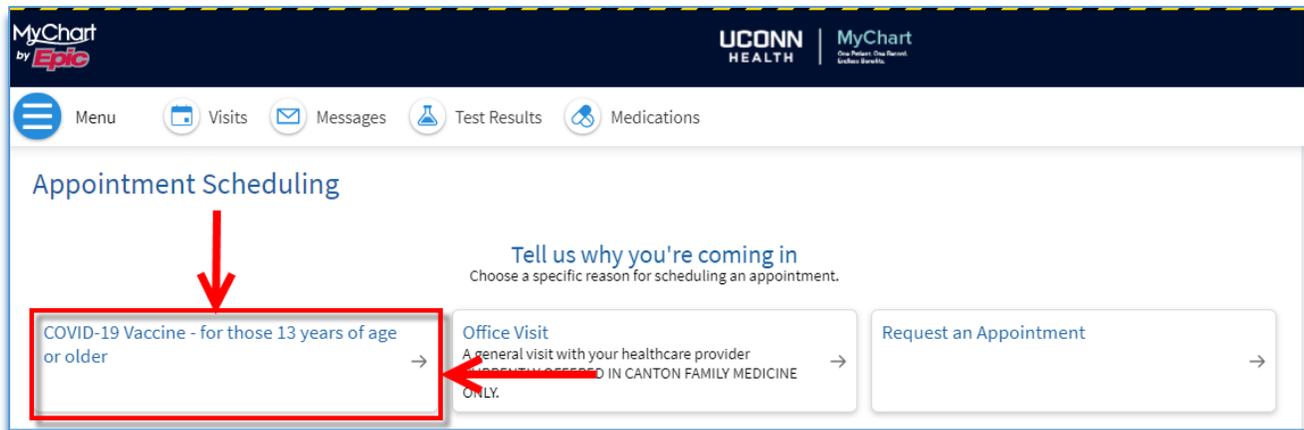
STEP 2: Once signed up for MyChart, or if you already have a UConn Health MyChart account, please click on the following link to sign into MyChart.

<https://mychart.uconn.edu/mychart>.

STEP 3: Once signed into MyChart, if you are eligible for the vaccine, click on **SCHEDULE COVID VACC DOSE 1 OR 3**.



STEP 4: Please select the **correct reason for scheduling** the appointment based on your Eligibility.



STEP 5: Please answer the vaccine eligibility question(s).

Click **CONTINUE**.

Appointment Scheduling Start over

Reason for visit Locations Providers Time Verify and schedule

What kind of appointment are you scheduling?

COVID-19 Vaccine - for those 13 years of age or older

Office Visit
A general visit with your healthcare provider
CURRENTLY OFFERED IN CANTON FAMILY MEDICINE ONLY.

Request an Appointment

A couple of questions

*What is your age range? ANY PATIENT UNDER THE AGE OF 18 MUST BE ACCOMPANIED BY A PARENT OR GUARDIAN.

13 to 17 years of age 18 years of age or older

Continue

STEP 6: Select a date and time for your appointment.

Appointment Scheduling START OVER

Reason for visit Locations Providers Time Verify and schedule

Reason for visit: COVID-19 VACCINE HEALTHCARE WORKERS (PHASE 1A)

Locations: Outpatient Pavilion

Providers: COVID VACCINE OPPV - FIRST DOSE

What time works for you?

Start search on 01/07/2021

Monday January 11, 2021

9:40 AM	9:50 AM	10:20 AM	10:40 AM	10:50 AM
11:10 AM	11:20 AM			

Tuesday January 12, 2021

7:40 AM	7:50 AM	8:10 AM	8:20 AM	8:40 AM
8:50 AM	9:00 AM	9:10 AM	9:20 AM	9:30 AM
9:40 AM	9:50 AM	10:10 AM	10:20 AM	10:30 AM
10:40 AM	11:10 AM	11:20 AM	11:30 AM	

STEP 7: If your **Personal Information** has not been updated recently, you will be prompted to update or add it.

Click on **EDIT** to update your **Personal Information**.

Enter your **Race** and **Ethnicity**, as Epic requires this information during the appointment check-in process.

SAVE CHANGES once you're complete.

Then make sure to select **"This information is correct"** to confirm.

Appointment Scheduling START OVER

Reason for visit: COVID-19 VACCINE HEALTHCARE WORKERS (PHASE 1A) Edit | Locations: Outpatient Pavilion Edit | Providers: COVID VACCINE OPPV - FIRST DOSE Edit | Time: Friday January 8, 2021 8:00 AM Edit | Verify and schedule

Verify your personal information

Contact Information

1 Main St
Manchester CT 06040
Going somewhere for a while?
[Add a Temporary Address](#)

860-600-9900
Not entered
Not entered
ndonat@uchc.edu

Details About Me

Preferred First Name: Stella
Gender Identity: Not entered
Sexual Orientation: Not entered
Race: Asian
Language: English

Legal Sex: Female
Sex Assigned at Birth: Female
Marital Status: Married
Ethnicity: Decline to Answer
Religion: Not entered

Edit Edit

THIS INFORMATION IS CORRECT

STEP 8: If your **Insurance on File** has not been updated recently, you will be prompted to update or add it.

Once updated, click on **"This information is correct"** to confirm.

Appointment Scheduling START OVER

Reason for visit: COVID-19 VACCINE HEALTHCARE WORKERS (PHASE 1A) Edit | Locations: Outpatient Pavilion Edit | Providers: COVID VACCINE OPPV - FIRST DOSE Edit | Time: Friday January 8, 2021 8:00 AM Edit | Verify and schedule

Verify your insurance

Insurance on File

You have no insurance on file.

+ ADD A COVERAGE

THIS INFORMATION IS CORRECT

STEP 9: Click **SCHEDULE** to finalize your appointment.

Appointment Scheduling Start over

Reason for visit [Edit](#)
COVID-19 Vaccine
Dose 1 - for those 16 years of age or older

Locations [Edit](#)
Outpatient Pavilion

Providers [Edit](#)
COVID VACCINE OPPV - FIRST DOSE

Time [Edit](#)
Tuesday March 30, 2021 10:00 AM

Verify and schedule

You're almost done...
Click the Schedule button if everything looks correct.

COVID-19 Vaccine Dose 1 - for those 16 years of age or older with COVID VACCINE OPPV - FIRST DOSE

Tuesday March 30, 2021 10:00 AM

UConn Health Services
135 Dowling Way
Farmington CT 06030
860-679-8888

Directions for UConn Health Services
VACCINE LOCATION: Outpatient Pavilion, 1st Floor, 135 Dowling Way, Farmington CT. When entering from the ground level, follow the signs to the Pedestrian Site.

Visit Instructions
ANY PATIENT UNDER THE AGE OF 18 MUST BE ACCOMPANIED BY A PARENT OR GUARDIAN.

Please be prepared to provide proof of eligibility upon your arrival. For employment based eligibility, this may include an employment ID badge, payroll stub, business card, letter from employer or similar documentation. For age-based eligibility, please bring an ID or other documentation demonstrating date of birth/age.

Please be prepared to present your insurance card at the time of your appointment.

If you have received the flu shot recently, you must wait at least 2 weeks before scheduling the COVID-19 vaccine.

Before scheduling...
 Favorite this appointment to easily schedule again later

Schedule

STEP 10: You will see confirmation of your scheduled COVID-19 vaccination appointment.

IMPORTANT NOTE: Your online appointment is now booked. But you are **NOT** done quite yet. To prepare for your appointment **you must complete eCheck-In within 10 days of your scheduled appointment.**

*****If your appointment is not within the next 10 days, you can sign out of MyChart. Refer to STEP 11 in the near future as eCheck-In will not be available at this time until your appointment is 10 days away or less.*****

Please click on **eCheck-In** to complete this process and to be ready for your visit!

Appointment Details Print

Appointment Scheduled ←
You're all set! You can review details of your upcoming appointment below.

COVID-19 Vaccine 1st Dose

Friday January 08, 2021 12:40 PM EST
[Add to calendar](#)

UConn Health Services
135 Dowling Way
Farmington CT 06030
860-679-8888

[Cancel appointment](#)

Get ready for your visit!

Confirm **eCheck-In** ←

Let staff know you don't need a reminder call. Save time by completing eCheck-In ahead of time.

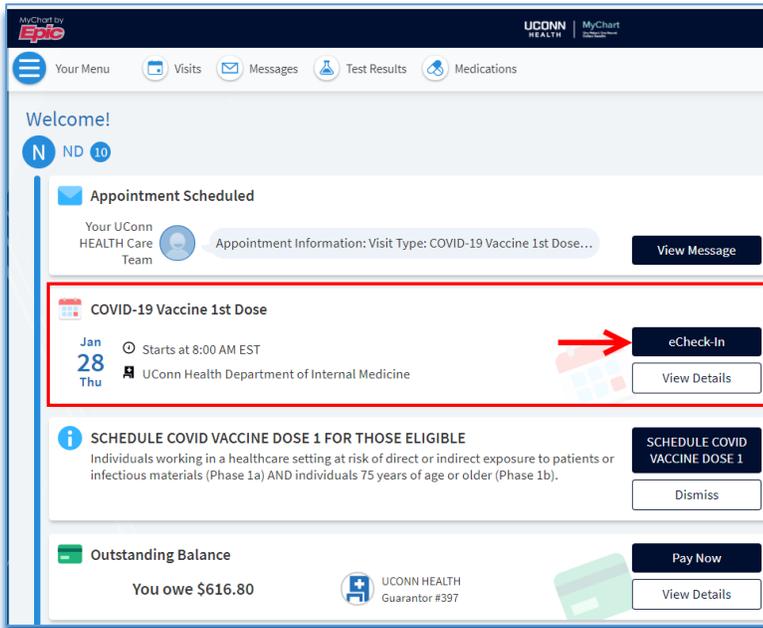
Directions for UConn Health Services
VACCINE LOCATION: Outpatient Pavilion, 1st Floor, 135 Dowling Way, Farmington CT. When entering from the ground level, follow the signs to the Pedestrian Site.

Visit Instructions
Please be prepared to present a Photo ID and/or Employee ID and your insurance card at the time of your appointment.

If you have received the flu shot recently, you must wait at least 2 weeks before scheduling the COVID-19 vaccine.

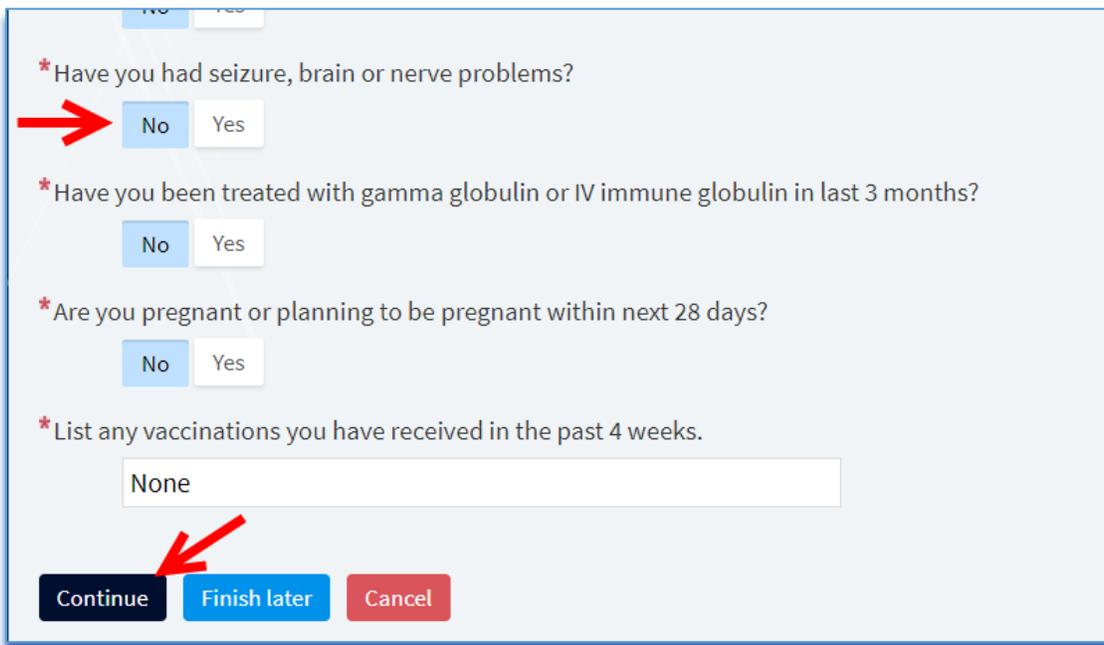
STEP 11: eCheck-In will be available to you 10 days before your appointment. You will receive an email reminder from MyChart before your appointment. Please Log into [MyChart](#) to eCheck-In.

Click on **eCheck-In** next to the COVID-19 Vaccine appointment.



STEP 12: Please answer all questions presented to you in the questionnaire.

Click **Continue**



STEP 13: Please review your responses and click **SUBMIT** to proceed.

To edit a response please click on the pencil icon next to it

COVID-19 VACCINE SCREENING

For an upcoming appointment with COVID VACCINE MUNSON - FIRST DOSE on 1/27/2021

Please review your responses. To finish, click **Submit**. Or, click any question to modify an answer.

Question	Answer	
Are you sick today with a moderate to severe illness (e.g. fever)?	No	
Have you ever had a serious reaction to any vaccine in the past?	No	
Have you ever fainted or felt dizzy after receiving an immunization?	No	
Are you currently being treated for a long-term health problem such as heart disease, asthma, kidney disease, diabetes, anemia or other blood disorder?	No	
Are you currently being treated for cancer, leukemia, AIDS, or other immune system problem?	No	
Are you currently taking cortisone, prednisone, other steroids or anti-cancer drugs or have you had x-ray treatments?	No	
Do you have a history of Guillian-Barre syndrome?	No	
Have you had seizure, brain or nerve problems?	No	
Have you been treated with gamma globulin or IV immune globulin in last 3 months?	No	
Are you pregnant or planning to be pregnant within next 28 days?	No	
List any vaccinations you have received in the past 4 weeks.	None	

Back **Submit** **Cancel**

STEP 14: Please **REVIEW** and **SIGN** the online consent form(s) that are presented to you:

- Consent to treat/HIPAA if it has not been signed within 1 year.
- COVID Vaccine Consent.
- COVID Vaccine Attestation.

*****If you are under the age of 18, you will not be prompted to sign consent forms online. Your Parent or Guardian will have to sign the consent forms at the Vaccine appointment. *****

eCheck-In

Questionnaires Sign Documents

Please review and address the following documents.

Information regarding our Privacy Policy can be found [here](#).

Phys Consent for Treat HIPAA
Not Signed Yet **Review and sign**

COVID Vaccine Consent
Not Signed Yet **Review and sign**

COVID19 Vaccine Attestation
Not Signed Yet **Review and sign**

Once this step is completed, documents will be submitted for clinic review.

Back **Finish later** **Submit**

STEP 15: Click in the Patient Signature and/or Patient name field to Sign the form.

Click **CONTINUE**.

STEP 16: You **MUST** click **SUBMIT** to complete the process.

STEP 17: IF YOU HAVE COMPLETED ALL OF THE STEPS ABOVE YOU SHOULD BE PREPARED FOR YOUR COVID-19 VACCINATION APPOINTMENT.

Thank you.

If any MyChart technical difficulties or questions, please contact 860-679-4400 and choose option #2.