

FOR YOUTH DEVELOPMENT® FOR HEALTHY LIVING FOR SOCIAL RESPONSIBILITY

CENTERS FOR DISEASE CONTROL & V.A.M.S.



Setting Up Appointment for Immunization

GREAT NEWS! The Y has designated you in a priority group for immunization. Once

you receive the email from the Centers for Disease Control & Prevention (CDC), you will see the logo illustrated to the right, which is their Vaccine Administration Management System (VAMS).

Vaccine Administration Management System

Please click on the link in the email to start the process, and use the steps below to get your appointment set up. Please note that each link is unique and not transferrable. The link that is sent is specifically designated for the recipient to set up their appointment for the COVID-19 vaccine.

Once you click on the link, you will go to the VAMS home page, and you will see a welcome message.

- Please **Complete the Questions**.
- Select Virginia and County.
- Click to check the reCAPTCHA as illustrated below.
- Click Next.

Confirm the following questions to register your account.		
 * Have you already registered as a vaccine recipient with VAMS? Yes No 	Please Complete Questions, click to Check the reCAPTCHA, and click Next.	
* My home address is located in		
•State		
Virginia		
* County		
Alexandria City		•
V I'm not a robot		,
	Ν	lext

The system will ask you to authenicate to create your profile. A message will be sent to your email address with the confirmation code. Check your messages for the code (please also check junk, spam, and clutter). Enter Code and Click Verify.

	Two-factor authentication				
A code has been sent to will be generated for the requesting a new one.	Your email will appear here. next 60 minutes.	. This code will be valid for the nex If you don't receive your code, chec	t 60 minutes and no new code k your spam folder before		
* Confirmation Code		4	Enter Code, and Click Verify.		
			Verify		

The next step is to **Create a Password**, which must contain at least three of the following:

- 1 uppercase character
- 1 lowercase character
- 1 number
- 1 special character

Please **Click the Blue Button** at the bottom to continue.



- 1 number
- 1 special character 👔

The next step is to **Register your Account**. There are a few tabs, which are:

- My Information
- Medical History
- Insurance
- Organization
- Review

Under My Information, please **Complete All Fields**, and then please **Click Next** all the way at the bottom.

VACINE Administration Manag	ement System	Your name the way t	will appear all o the right.	
			Registe	er my account
MyInformation	Medio	al History		Insurance
Salutation				
Mr.				
* First Name				
ИНОГ				
Middle name				
* Last Name				
DOE				
Username jdegout@ymcadc.org				
* Gender				
Female Male				
O Decline to Specify				
Other				
* Date of birth				
Jan 3, 1989			苗	
* Ethnicity				
Hispanic or Latino				
Not Hispanic of Latino				

On this screen please Enter Medical Information, and the Click Next at the bottom of the screen.

	Register my account					
× >	Medical History	Insurance	Organization			
am currently living in a nursing home						
Var						
No						
Indicate any known allergies						
Crustacean shellfish (e.g. crab, lobster, shrimp)						
Eggs						
Fish (e.g. bass, flounder, cod)						
Food						
Gelatin/Egg Protein						
Latex						
 Medication(s) 						
Milk						
Neomycin						
No existing or known allergies						
None						
Other						
Peanuts						
Soybeans						
Thimerosal						
Tree nuts (e.g. almonds, walnuts, pecans)						
Vaccine or vaccine component						
W/heet						

On this screen please Enter Insurance Information, and the Click Next at the bottom of the screen.

	Register my account						
× (~	\rangle	Insurance		Organizat	on
ide applicable insurance information, if available.							
rance provider							
up number							
cy number							

On this screen organization information will be prepopulated. Please Enter Any Additional Information, and the Click Next at the bottom of the screen.

· · · · ·	<u> </u>	Organization						
If you work at more than one organization, completing the vaccination schedule more than one	time will provide no additional herefit							
n you wan as more characteristic generation, comparing the reacting on solution on e data the unit with provide to educional center. You have the ability to identify up to two additional organizations for tracking purposes.								
rimary organization								
ICA of Metropolitan Washington								
ganization email								
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0 East Monroe Avenue								
exandria, Virginia 22301								
ited States								
le/position								
Administration								
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Education tector personnel		*						
		•						
Irganization								

Once you click Next on the Organization tab, you will be at a final review. Please check all information to ensure that everything is correct. Then **Click Next** at the bottom of the screen.

VAMS Recipient Portal Vaccine Administration Management Sys	tem			Your name will appear here.
		Register my account		
$\langle \rangle$	~ >	~	> ~	Review
My information				

CONGRATULATIONS! You have successfully completed your profile.

Please **Click the Schedule Vaccination Appointment** button to schedule your appointment.

VAMS Recipient Portal Vaccine Administration Management System				Your name will appear here.
Viev	Thank you for reg	istering your account. heduling your vaccination appointment		
	View portal Sche	edule vaccination appointment		
		0.01		
HAVE QUESTIONS?	CDC INFORMATIC			
	About CDC	File Viewers & Players	OIG	
Call 800-232-4636	Funding	FOIA	Accessibility	
O Open 24/7	Policies	No Fear Act	CDC Information Index	

The next screen will ask you "Have you received the vaccine?" Please **Answer the Question** by selecting the answer from the drop down menu, and then **Click Update My Info**, which will take you to the screen below to schedule your appointment. Please **Click Schedule Appointment** to find a list of available sites from which you can choose, and select your preferred location. You will receive an email or text confirmation based on what you selected in your profile. Once you receive the confirmation you are finished. **GREATJOB!**

ere is an appointment to be schedule	ed for the vaccine. Ple	ase schedule the appointment usin	ng the Schedu	le Appointment button.					
My Appointments			Click Scheo location an confirmatio	dule nd cor on em	Appointm nfirm. The ail or text	ent , sele en look fo message	r r	Schedule Appol	
Updated 2 minutes ago									1\$t - C
		Time	~	Clinic	~	Status	~	View Details	~