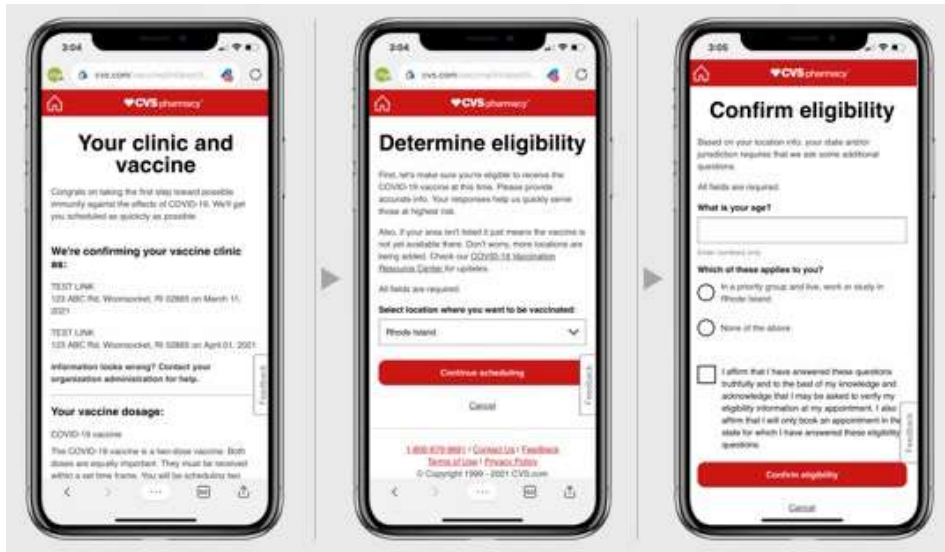
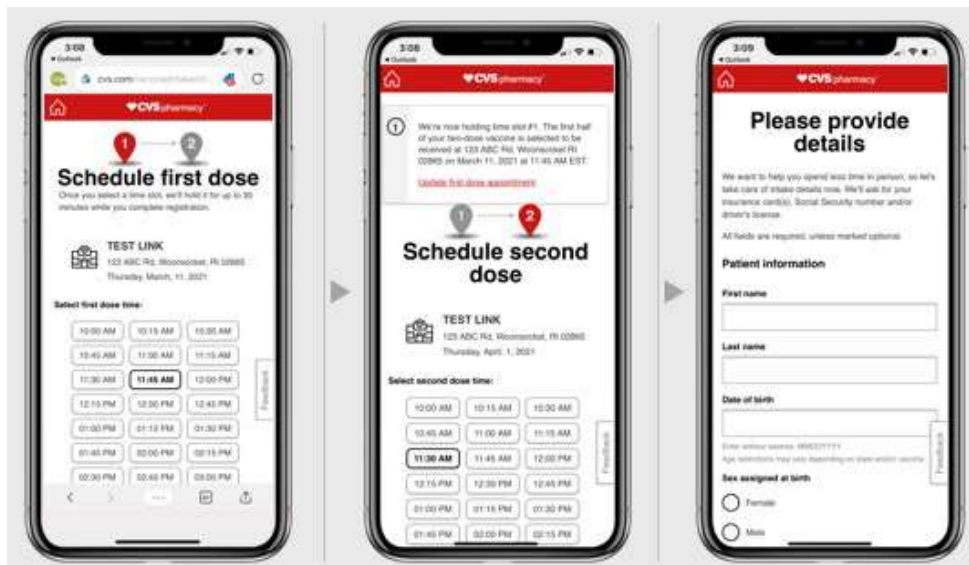


Step by step scheduling for employees

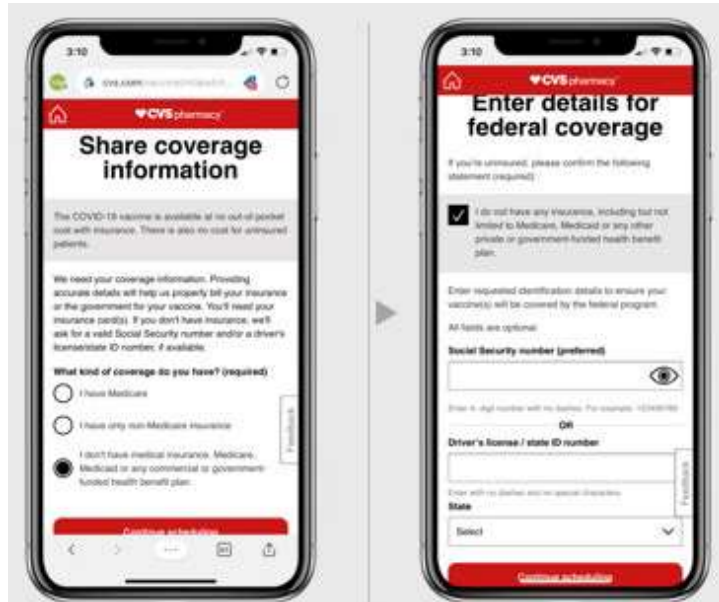
1. Employee clicks on link to begin the registration process. The on-site clinic and vaccine are shown on screen. 'Click' continue to confirm eligibility at the location.



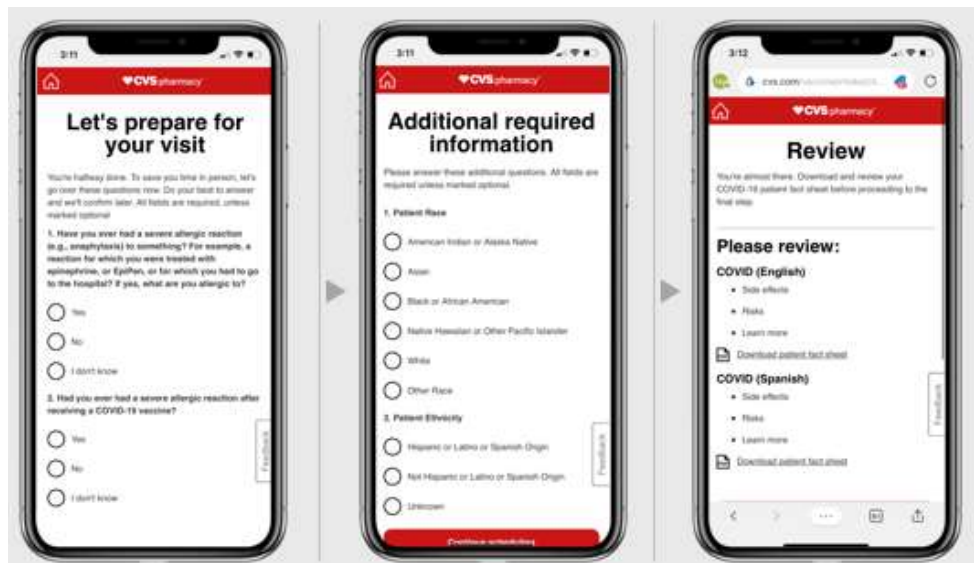
2. Employees schedule their first dose and second dose (if needed) by selecting their preferred appointment time. Next, they will provide basic demographic information (date of birth, address). They must also include a cell phone number and email. Reminders will be sent to the email and text entered in the field.



- Employers will need to inform employees to select 'I don't have medical insurance' and confirm the statement on the next screen. The identification details should be left blank, and 'click' on continue scheduling at the bottom of the screen.



- Employees answer pre-immunization, demographic and COVID-19 screening questions before their visit. It is important to make sure that in addition to being eligible, that it is clinically appropriate for the employee to receive the vaccine.



- The last step is to provide consent for the vaccine and for CVS Pharmacy to administer it. This will collect an electronic signature from them. Then, the employee is confirmed for the appointment time! A confirmation email is sent to the employee with some helpful reminders for the day of the clinic.

