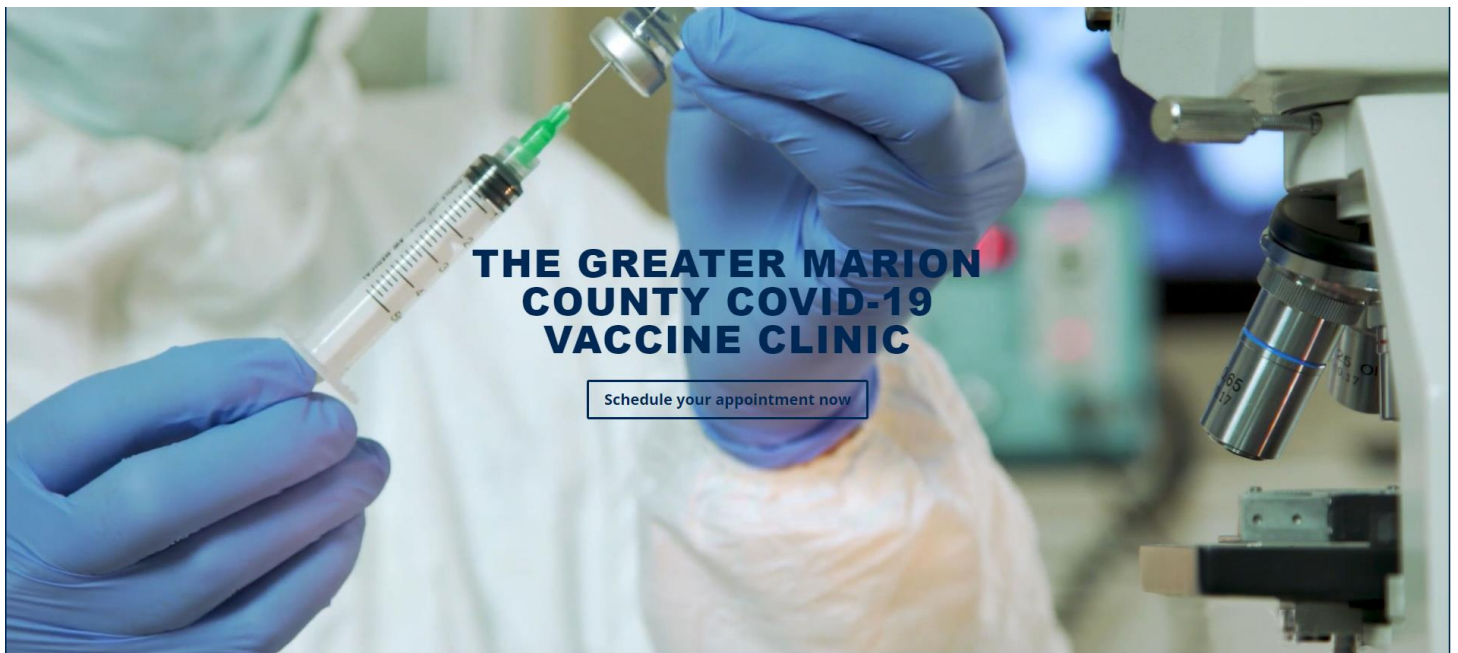


Marion County COVID-19 Community Vaccine Clinics

To be eligible to receive the COVID-19 vaccine at this time, you must be age 12 years or older.

You'll need your date of birth and Social Security number when scheduling your appointment

To schedule an appointment for a vaccine, visit [COVID-19 Vaccine](#) and click the **Schedule your appointment now** button.

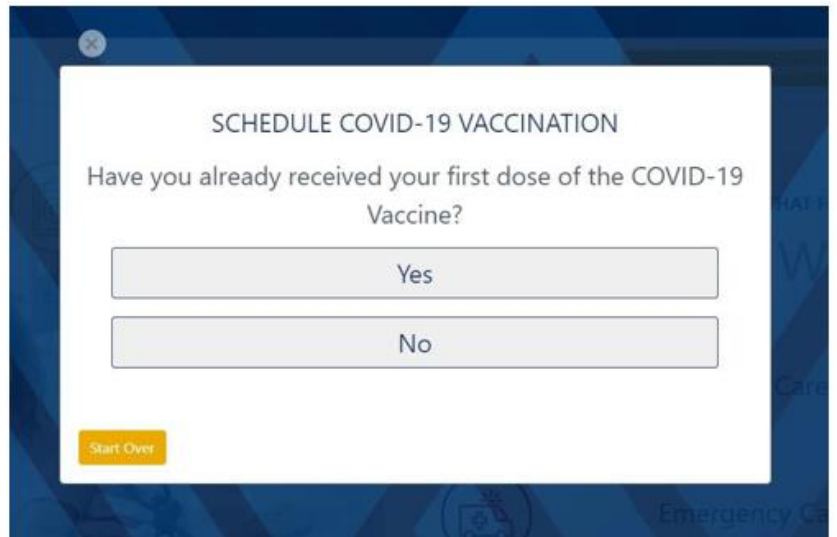


You will then need to answer several question that will help determine your eligibility to receive the COVID-19 vaccine.

1. Have you already received your first dose of the COVID-19 vaccine?

a. If you **received** your first COVID-19 vaccine dose, **select Yes.**

b. If you have **not received** a COVID-19 vaccine, **select No.**

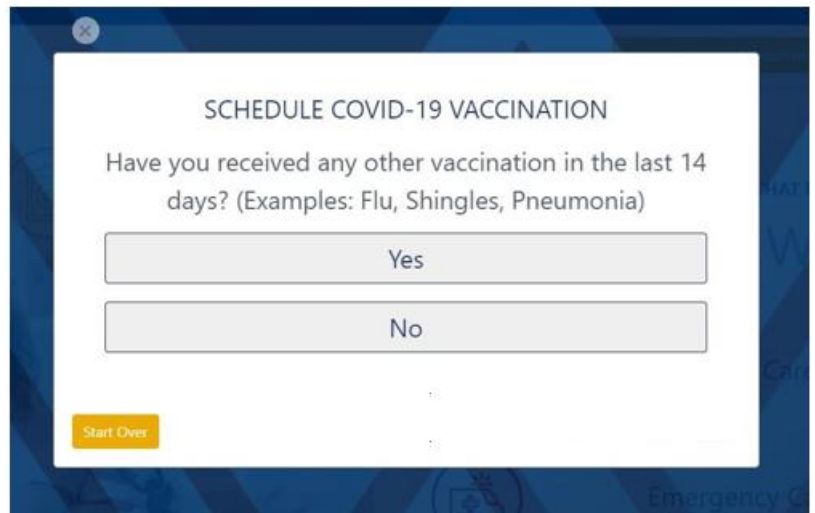
A screenshot of a web form titled "SCHEDULE COVID-19 VACCINATION". The form asks the question "Have you already received your first dose of the COVID-19 Vaccine?". Below the question are two radio button options: "Yes" and "No". At the bottom left of the form is a yellow button labeled "Start Over". The form is set against a dark blue background with faint, repeating text including "HAT", "W", "Care", and "Emergency Ca".

*If you selected **Yes**, you will see this message: We apologize for the inconvenience; at this time, only first-dose appointments to receive the COVID-19 vaccination are available for online scheduling. Second-dose appointments will be scheduled at your first-dose appointment.*

2. Have you received any other vaccination in the last 14 days?(Examples: flu, shingles, pneumonia)

a. If you **received** any other type of vaccine, **select Yes**.

b. If you have **not received** any other type of vaccine, **select No**.

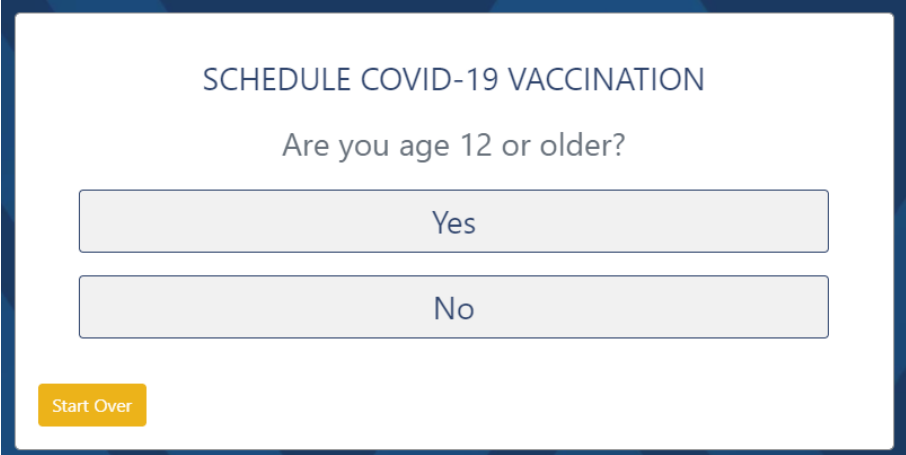
A screenshot of a web form titled "SCHEDULE COVID-19 VACCINATION". The form asks the question "Have you received any other vaccination in the last 14 days? (Examples: Flu, Shingles, Pneumonia)". Below the question are two large, light gray buttons labeled "Yes" and "No". At the bottom left of the form is a small yellow button labeled "Start Over". The form is set against a dark blue background with faint medical icons and text like "Emergency C" visible on the right.

*If you selected **Yes**, you will see this message: We apologize for the inconvenience; at this time, you may not receive the COVID-19 vaccine if you have received any other vaccinations with the last 14 days. Please return after that time has elapsed.*

3. Are you age 12 or older?

a. If you are age 12 years or older, **Select “Yes”**.

b. If you are not age 12 years or older, **Select “No”**.



The screenshot shows a web form titled "SCHEDULE COVID-19 VACCINATION". Below the title is the question "Are you age 12 or older?". There are two large, light gray buttons with blue borders: "Yes" and "No". At the bottom left of the form is a yellow button with the text "Start Over".

If you selected No, you will see this message: We apologize for the inconvenience; at this time, you must be age 12 years or older to schedule a COVID-19 vaccination.

4. Please remember to bring a valid photo ID (driver's license, state photo ID, passport, employer ID, student ID). Individuals under 18 must be accompanied by a parent or guardian to be vaccinated.

a. I understand and will have my valid photo ID with me.

b. I do not have the required ID.

If you clicked the second box, indicating you do not have a valid ID, you will see this message: We apologize for the inconvenience; at this time, you may not receive the COVID-19 vaccination if you do not have a valid photo ID.

SCHEDULE COVID-19 VACCINATION

Please remember to bring a valid photo ID (driver's license, state photo ID, passport, employer ID, student ID).
Individuals under 18 must be accompanied by a parent or guardian to be vaccinated.

I understand and will have my valid photo ID with me

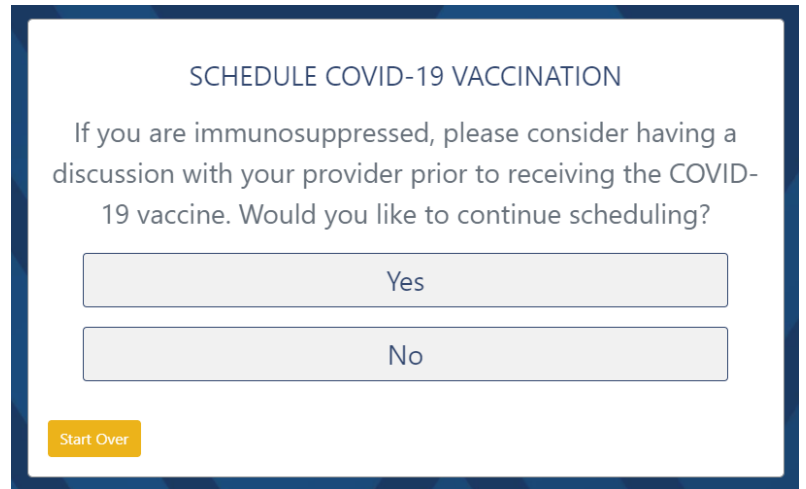
I do not have the required ID

Start Over

5. If you are immunosuppressed, please consider having a discussion with your provider prior to receiving the COVID-19 vaccine at this time. Would you like to continue scheduling?

a. If you would like to continue scheduling your appointment, **select “Yes”**

b. If you would like to discuss the vaccine with your provider before scheduling the vaccine, **select “No”**

A screenshot of a web form titled "SCHEDULE COVID-19 VACCINATION". The form contains the text: "If you are immunosuppressed, please consider having a discussion with your provider prior to receiving the COVID-19 vaccine. Would you like to continue scheduling?". Below this text are two large, light gray rectangular buttons. The top button is labeled "Yes" and the bottom button is labeled "No". At the bottom left of the form, there is a small orange button labeled "Start Over".

SCHEDULE COVID-19 VACCINATION

If you are immunosuppressed, please consider having a discussion with your provider prior to receiving the COVID-19 vaccine. Would you like to continue scheduling?

Yes

No

Start Over

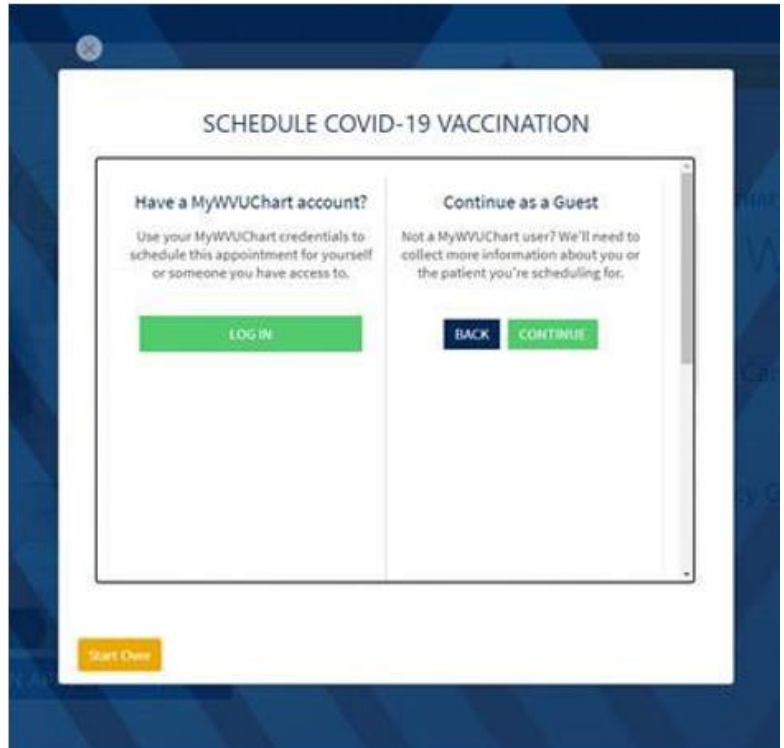
If you select No, you will see this message: Thank you, please return after you have discussed the COVID-19 Vaccine with your provider and you have decided to get the vaccine.

6. Next, **select** an appointment **date and time**.

The screenshot displays a web application titled "SCHEDULE COVID-19 VACCINATION". At the top, there are three filters: "Start search on" with a date picker set to "01/15/2021", "Day / Time" set to "All", and "Location" set to "COVID-19 Vaccin...". Below the filters, the interface shows two sections of available appointment slots. The first section is for "Friday January 15, 2021" at the "COVID-19 Vaccination, Student Recreation Center" (2001 Rec Center Drive Morgantown WV 26505-3204). It lists four time slots: 1:10 PM, 2:00 PM, 3:00 PM, and 4:00 PM, each with a "more..." link underneath. The second section is for "Saturday January 16, 2021" at the same location. It lists eight time slots: 8:00 AM, 9:00 AM, 10:00 AM, 11:00 AM, 12:00 PM, 1:00 PM, 2:00 PM, and 3:00 PM, each with a "more..." link underneath. At the bottom of the interface, there is a "Start Over" button.


7. You can choose to log in to your MyWVUChart account or continue as a guest.

- a. If you **have a MyWVUChart login**, select the **Log In button** to confirm your appointment with your MyWVUChart account.
- b. If you **do not have a MyWVUChart account**, select **Continue as Guest** and **proceed to step 8**.



The screenshot shows a web interface titled "SCHEDULE COVID-19 VACCINATION". It features two main options: "Have a MyWVUChart account?" with a "LOG IN" button, and "Continue as a Guest" with "BACK" and "CONTINUE" buttons. A "Start Over" button is located at the bottom left.


8. If you choose the MyWVUChart option, you will see a login screen. **Enter your MyWVUChart username and password** to confirm your appointment.




The screenshot shows the MyWVUChart login screen. It features the WVU Medicine logo and the text "MyWVUChart". Below this are input fields for "MyWVUChart Username" and "Password", followed by a "SIGN IN" button. Links for "Forgot Username?" and "Forgot Password?" are also present. The background is a scenic view of a mountain range.


9. Once you log in, you'll see a confirmation of your appointment. **You have completed the self-scheduling process.**


Appointment Details

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



COVID-19 Vaccine Dose 1
with Covid-19 Vaccine Ruby
Nurse

 Friday January 15, 2021
Arrive by 1:25 PM EST
[Add to Calendar](#)

 COVID-19 Vaccination, Student
Recreation Center
2001 Rec Center Drive
Morgantown WV 26505-3204
304-598-4800
[Map Directions](#)

This appointment cannot be canceled
online. To cancel, please call
304-598-4800.

Visit Instructions

10. If you choose to **Continue as a Guest**, you will need to **fill out the required information**. When entering your birth date, use this **format – MM/DD/YYYY –**

and be sure to include the slashes. **Click Next** to continue.

SCHEDULE COVID-19 VACCINATION

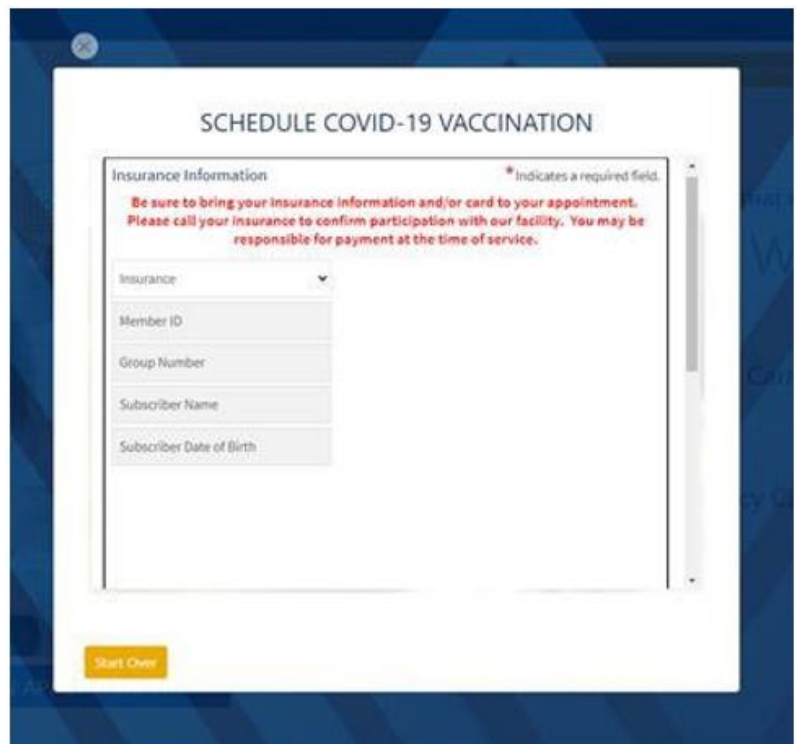
Patient Information *Indicates a required field.

NOTE: Be sure to use the patient's legal name, date of birth, and social security number to ensure accurate records. If you are unable to provide all required information, please call the clinic for an appointment.

* First Name
Middle Name
* Last Name
Name Suffix
* Legal Sex
Female Male
Unknown
* Date of Birth

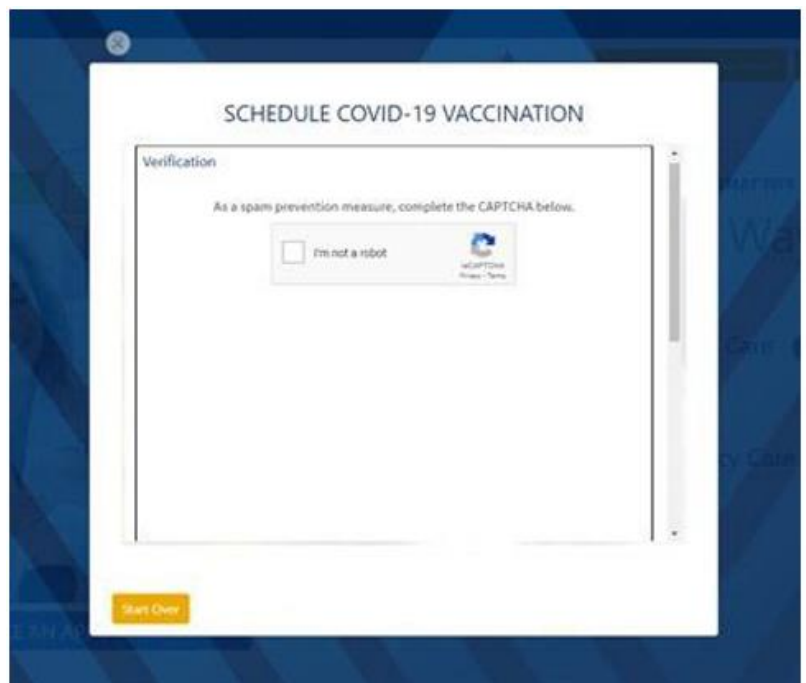
[Start Clinic](#)

11. Insurance information is not required for the COVID-19 vaccine. To **skip this step**, scroll down and **click the Next button** to continue.



The screenshot shows a web form titled "SCHEDULE COVID-19 VACCINATION". The "Insurance Information" section is highlighted with a red border. It contains a red warning message: "Be sure to bring your insurance information and/or card to your appointment. Please call your insurance to confirm participation with our facility. You may be responsible for payment at the time of service." Below the message are five input fields: "Insurance" (a dropdown menu), "Member ID", "Group Number", "Subscriber Name", and "Subscriber Date of Birth". A red asterisk in the top right corner of the section indicates that these fields are required. At the bottom left of the form is a yellow "Start Over" button.

12. **Click** the checkbox next to: **"I'm not a robot."** Above the block of photos, there is a sentence that tells you which images to select. **Click on the designated images.** When the green checkmark appears, scroll down and **click** the **Next button** to continue.



The screenshot shows the "Verification" section of the "SCHEDULE COVID-19 VACCINATION" form. It contains the text: "As a spam prevention measure, complete the CAPTCHA below." Below this text is a checkbox labeled "I'm not a robot" and a reCAPTCHA logo. At the bottom left of the form is a yellow "Start Over" button.

13. You'll see a confirmation of your appointment. It includes

You have completed the self-scheduling process for the COVID-19 vaccine.

