

Town of New Castle, NH Settled 1623 Incorporated 1693

Once you register, your email may say this:

Thank you for completing the first step and registering to receive your COVID-19 vaccine. In the coming days, you will receive another email containing a link to schedule your vaccination appointment using the federal Centers for Disease Control & Prevention (CDC) Vaccine Administration Management System (VAMS).

The next step using CDC's scheduling system can be a bit confusing, so the following helpful tips are designed to help you prepare and simplify the process when it comes time for you to schedule your appointment:

1. Please do not use Internet Explorer - instead use Google Chrome, Firefox, Edge, or Safari only.

2. The VAMS email will contain a link to schedule your appointment. Upon clicking that link, you will be asked. "Have you already registered as a vaccine recipient with VAMS?". Please be sure to answer "no".

3. If you registered a qualifying household member along with yourself (ie. spouse) to receive the vaccine at the same time, additional information will not be asked for or required when you schedule your appointment. Just arrive with your qualifying family member.

Also,

• The "Date of Birth" field can only be entered in the MMM DD, YYYY format, for example: Jan 01, 1950.

• When selecting "Race", you must move at least one of the options from the left box to the right box.

• You DO NOT need to enter any insurance information. This is an optional field and you can simply click the next button to move to the Organization section.

• When asked about "organization", you can leave the Role/Position field empty.

• When scheduling your vaccination appointment, enter your zip code, select a radius option and click the "search" button to find the closest vaccination location.

• When it comes time to pick a location, only select a "State of NH" site. DO NOT select a clinic or closed POD unless you were specifically instructed to do so.

• Once your appointment is scheduled, you will see a confirmation page AND receive a confirmation email. Be sure to complete the pre-vaccination questionnaire before coming to the vaccination site, this will help to speed up your appointment and reduce delays.

Again, please expect to receive another email directly from the federal CDC VAMS system containing a link to schedule your appointment.

If you have questions at anytime during this process, please do not hesitate to call 2-1-1, they are open 7-days a week from 6am to 10pm.

The 211 number will have more expertise with specific instructions than I have at this point.

Yours In Health,

Kathy Hollister, MD Deputy Health Officer Town Of New Castle

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