

FIGHT COVID-19 | GET VACCINATED



Date: December 31, 2020

To: All QHS Employees and Medical Staff

From: Jason Chang, QHS Executive Vice President and Chief Operating Officer

A handwritten signature in blue ink, appearing to read "Jason", located to the right of the "From:" line.

Subject: **COVID Vaccination – MyChart Registration**

The COVID-19 vaccination process is well underway. As we try to ramp up and ensure every dose in our vaccine supply is used, we are finding that we need to move toward a process of scheduling appointments at select QHS vaccine clinics. As we make this shift, you will see a couple of benefits including knowing precisely when to come to the clinic for your vaccination and enjoying reduced wait times. The move toward appointments will also help the clinic staff know how much vaccine to prepare to meet the day's needs.

Our CareLink team has been busy building out this capability. In the very near future, you will be able to self-schedule a time at QMC-PB and QMC-West to come in for your COVID vaccination. In order to prepare for this, we highly encourage everyone to sign up for a MyChart account.

MyChart is useful for more than just self-scheduling COVID vaccinations. The secure, online health management tool connects you with information about services provided at Queen's, and gives you the ability to access records about the care you've received at Queen's and other health care organizations that use Epic technology.

Please see the attached tip sheet on how to get an activation code to sign up for MyChart. If you encounter issues with your registration, please contact the MyChart Help Desk at 808-691-5000.

Mahalo.