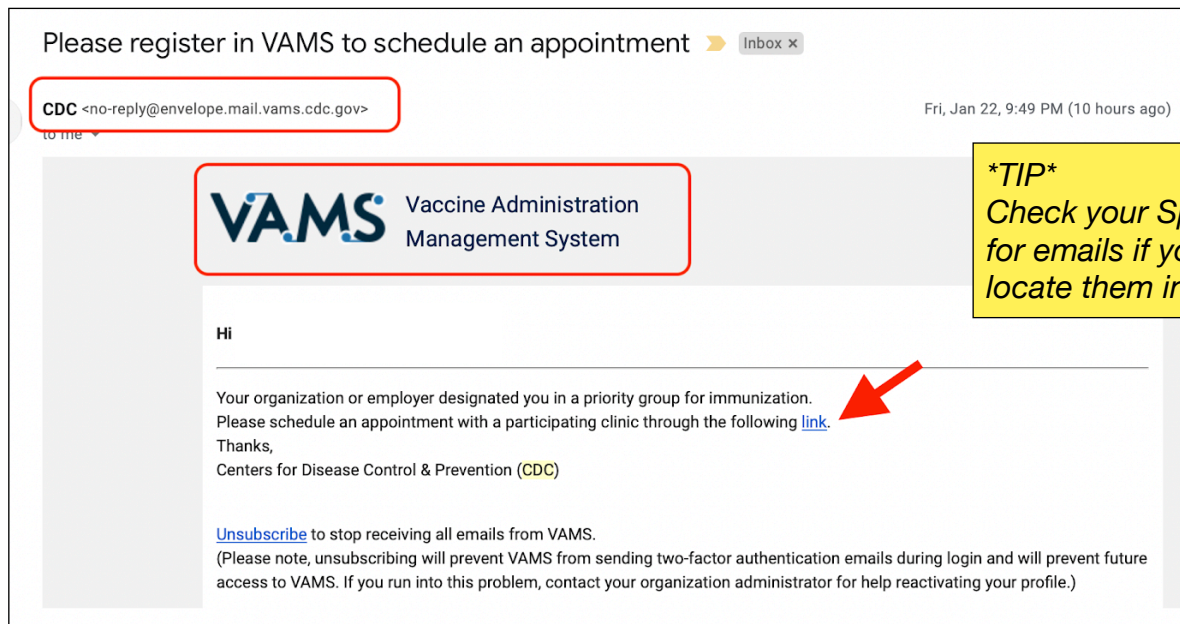


# Steps for COVID Vaccine Registration

Steps for scheduling a COVID immunization appointment:

1. **Pre-register at [www.vaccines.nh.gov](http://www.vaccines.nh.gov).** This allows the State of NH to approve you for the next step. Prepare to answer questions about medication and allergies. Sharing health insurance information is optional.
2. You will receive the **first email** from the CDC stating you are 'designated as a priority group for immunization.' Click on the link 'here' to continue.



3. You will be brought to the VAMS welcome page and will be asked for your address and re-registration status.

The screenshot shows the VAMS (Vaccine Administration Management System) welcome page. The header features the VAMS logo and the text 'Vaccine Administration Management System'. Below the header, it says 'Welcome to VAMS'. A paragraph of text explains the purpose of the system: 'Welcome to the Vaccine Administration Management System (VAMS). Registering for this application allows for you to be pre-screened and, if qualified, register for an account and schedule your COVID-19 vaccination. Creating an account will allow for your State Health Department and The Centers for Disease Control and Prevention to collect your information to use in public health data analysis. Your name or other information that may identify you will not appear when we talk about the vaccine or results from the analyses.' Below this, it says 'Confirm the following questions to register your account.' There are three questions: 1. '\* Have you already registered as a vaccine recipient with VAMS?' with radio buttons for 'Yes' and 'No'. 2. '\* My home address is located in' followed by a dropdown menu for 'State' and a text input for 'County'. The 'State' dropdown is currently set to 'Select a State'.

4. Once these welcome questions are answered, you will see a screen asking for a confirmation code. This code will be sent in a **second email** by the CDC. This email provides the confirmation code you must enter to move to the next step.

## Two-factor authentication

A code has been sent to **Your provided email**. This code will be valid for the next 60 minutes and no new code will be generated for the next 60 minutes. If you don't receive your code, check your spam folder before requesting a new one.

\* Confirmation Code

**\*TIP\***  
This code lasts 60 min.  
Make sure you check your email within that time.

Verify

5. You will be brought to the VAMS account password creation page.

# Hi,

# Welcome to VAMS

## Please create your Account to Access the Recipient Module

Your Username

Your provided email

**\*TIP\***  
Your account username is your email address.


Your password must be at least 8 characters long and include at least 3 of the following categories:

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

**\*TIP\***  
This requires a long password. Write your password down in a safe place once created.

\* Create Password

6. Once you've created a password for your account, which will allow you access to the Recipient Module, you will be asked to enter in your personal information including required cell phone number and address.

 **Recipient Portal**  
Vaccine Administration Management System

Register my account

My Information

Medical History

Insurance

Organization

Review

Salutation

--None--

\* First Name

Middle name

\* Last Name

Username

l.com

\* Date of birth

\* Ethnicity

☐ Hispanic or Latino

☐ Not Hispanic or Latino

☐ Unknown / Not Reported

\* Race

Available Options

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Isla...

White

Selected Options

***\*TIP\****  
*Click on selection  
and press right  
arrow to apply it.*



7. The next page will ask for your allergy and medication information.

**\* I am currently living in a nursing home.**

☐ Yes

☒ 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

☐ Peanuts

☐ Soybeans

☐ Thimerosal

☐ Tree nuts (e.g. almonds, walnuts, pecans)

☐ Vaccine or vaccine component

☐ Wheat

☐ Yeast

☒ Other

☐ No existing or known allergies

**\* Indicate any known existing conditions**

**\*TIP\***  
Have a list of health conditions, allergies and medications ready for this step.

**\* Indicate any known existing conditions**

Asthma

Serious Heart Conditions

Liver Disease

Chronic Lung Disease

Chronic Kidney Disease

Diabetes

Severe Obesity

Immunocompromised

No existing conditions

List any medications

List any other relevant medical information

8. Next you will be asked to verify your, 'organization,' which is designated by the state. Choose your priority group according to the COVID vaccine timeline.

Priority group

Age 65 and older

Add Organization

9. Now you have completed the pre-registration and registration process. Next you will be asked to 'Schedule a Vaccination Appointment.' You will need to identify your address and zip code and how far you are willing to travel.

**VAMS** Recipient Portal  
Vaccine Administration Management System

Schedule an appointment

Clinic location

Address or ZIP code

10 miles

Search

**\*TIP\***  
Once you enter your address, zip code and location distance you will be brought to the CALENDAR. Here you will attempt to choose dates for your appointment. Don't be discouraged if you can't choose one right away - as of January 25, bookings may be as late as March or April. Keep trying until you find one that is available.

10. Use the map and list to the left to choose your preferred clinic.

Map Satellite

State of NH-Concord (17 mi.)

270 Loudon Rd, Concord, New Hampshire 03301

Tuesday: 8:00 AM - 11:30 AM, 12:30 PM - 4:00 PM  
Wednesday: 9:00 AM - 12:30 PM, 1:30 PM - 5:00 PM  
Thursday: 10:00 AM - 1:30 PM, 2:30 PM - 6:00 PM  
Friday: 11:00 AM - 2:30 PM, 3:30 PM - 7:00 PM  
Saturday: 8:00 AM - 11:30 AM, 12:30 PM - 4:00 PM

Clinic Results (10)

Concord Hospital - STAFF ONLY (16 mi.)  
250 Pleasant Street, Concord, New Hampshire

Employees Only Clinic - Encompass Health Concord (16 mi.)  
254 Pleasant Street, Concord, New Hampshire

State of NH-Laconia (17 mi.)  
379 Belmont Rd., Laconia, New Hampshire

State of NH-Concord (17 mi.)  
270 Loudon Rd, Concord, New Hampshire

LRGH-Franklin Hospital - Employees Only (18 mi.)  
80 Highland Street, Laconia, New Hampshire

11. Upon choosing a location you will be asked to confirm the date, time and location you have selected (in the past two steps) for your appointment.

Clinic Location

State of NH-Concord

270 Loudon Rd  
Concord, New Hampshire - 03301

Previous

Date and Time

, 2021

Submit

12. Once you confirm your appointment information, press 'Submit.' You are now registered and have been scheduled for your COVID vaccination!

13. You will be sent a **third email** with confirmation that you are scheduled for an appointment, as well as a QR code. You may scan this, or take a picture of it, to use for quick check-in for the appointment at your chosen location. You can also use the username and password you created for check in at your appointment.


✓

Appointment Scheduled!

Check your preferred method of communication for next steps.

State of NH-Concord

270 Loudon Rd  
Concord, New Hampshire 03301



**\*TIP\***

*If you have a smartphone, take a picture of your QR code to save in your photos. This will allow you two options to check in to your appointment.*

**\*TIP\***

*A QR code is a type of barcode that, when scanned, gives access to information in a fast and efficient way.*

Use this QR code to quickly check-in to your Appointment you arrive at the clinic.

14. You will need to bring proof of residency with you to your appointment.