



Vaccine Navigator Guide

Patient Scheduling

Survey Link

See scheduling invite email

Purpose

To allow eligible Missouri residents to schedule their vaccine appointment at a public or private (i.e., employer) event

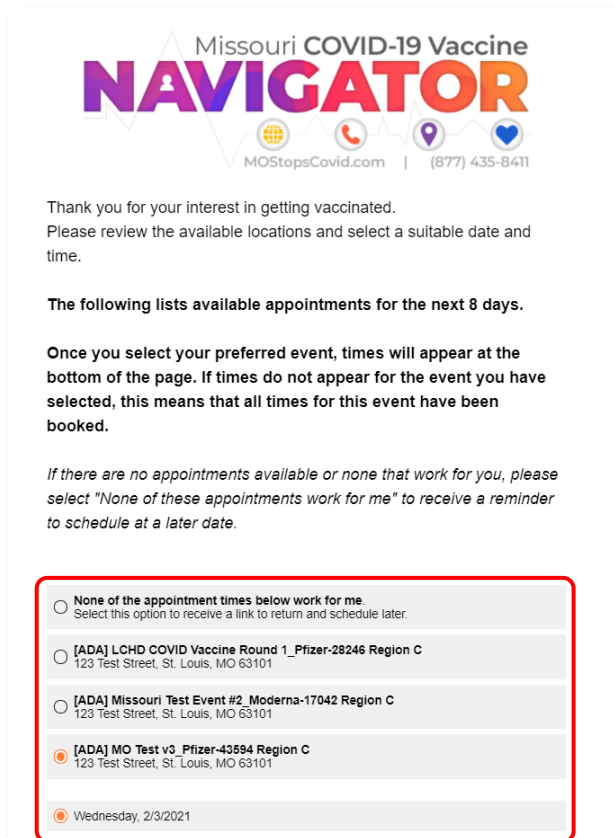
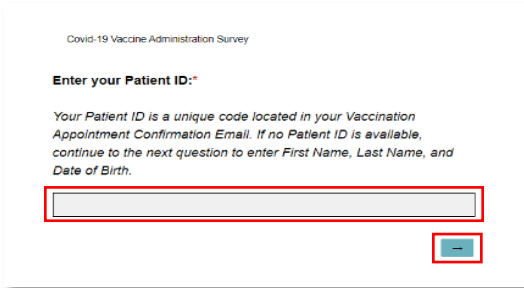
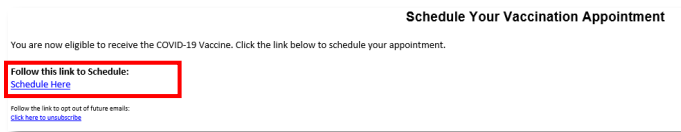
Users

This form is filled out by **Vaccine Patients** who have been invited to schedule via email due to their eligibility

*Notes

Each submission of this survey will update the existing Registered Patient contact in our database

Missouri Department of Health & Senior Services Vaccine Navigator Patient Scheduling



Scheduling Invite Email

- Invites eligible resident to schedule their vaccine appointment via Scheduling Survey

Page 1: Patient Confirmation

- Confirms patient is registered in the Vaccine Navigator via their Patient ID
1. **Enter your Patient ID** from your registration confirmation or scheduling invite email
 2. **Click the arrow** to proceed

Page 1: Scheduling

- Shows events where patient can schedule vaccine appointment
1. Click on an event name to see available appointments (*will expand to show dates/times available – see image on next page*)
 2. **Select a Date and Time** for your appointment (*see image on next page*)
 - If no times are available for the event, select **“None of these appointments work for me”**, which will send the resident a reminder to schedule later
 3. **Click the arrow** to proceed

Missouri Department of Health & Senior Services
Vaccine Navigator
Patient Scheduling

9:00 am
 9:30 am
 10:00 am
 10:30 am
 11:00 am
 11:30 am
 12:00 pm
 12:30 pm
 1:00 pm
 1:30 pm
 2:00 pm
 2:30 pm
 3:00 pm
 3:30 pm
 4:00 pm
 4:30 pm

←



Please review your selected appointment:

Location: [ADA] MO Test v3_Pfizer-43594 Region C
123 Test Street
St. Louis, MO 63101

Date: 2/3/2021
Time: 10:30 am

If you want to change your selected appointment now, you can do so by clicking the back button. Otherwise, please proceed forward to finish scheduling.



Page 2: Appointment Confirmation

- **Select the forward arrow to confirm** that the appointment details are correct
- **Select the back arrow to return** to the previous page and choose another appointment slot



Page 3: Survey End

- This ends the survey. Residents will receive a follow up email with their appointment details.