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IMPORTANT Information for Individuals and Families **SCHEDULING A COVID-19 VACCINE: WHAT YOU NEED TO KNOW**

New York State's plan for COVID-19 vaccinations involves a *phased approach* of prioritizing groups of people based upon eligibility. As of February 15, 2021, all individuals with intellectual and/or developmental disabilities (I/DD) ages 16 and older are now eligible for vaccination receipt.

Who is eligible?

As of February 14, 2021, the "Am I Eligible" website will be updated to include all persons with intellectual and/or developmental disabilities ages 16 and older. Completion of the eligibility questions will bring you to the scheduling screen to access vaccination appointments. This site can be accessed here:

<https://am-i-eligible.covid19vaccine.health.ny.gov/>

How can I schedule a vaccine appointment?

There are two (2) main options: Scheduling over the phone or scheduling online.

Online: From the eligibility survey above – if you are determined to be eligible for the vaccine, you will see a message that states that you are eligible to receive the vaccine and will be given the option to view providers in your area and instructions for how to schedule. Some of the providers are scheduling by phone and some are scheduling online. This information will be displayed as you search for a provider. Some providers may have all their appointments booked so you may want to check other providers or check the website frequently to see if additional appointments become available.

Phone: The COVID-19 Vaccination Hotline is open 7AM - 10PM, 7 days a week, for scheduling vaccination appointments for eligible New Yorkers: 1-833-NYS-4-VAX ([1-833-697-4829](tel:1-833-697-4829)).

Use of Primary Care: We suggest you also reach out to your primary care provider, as some doctors' offices may also get a supply of the vaccine and may be prioritizing their patients.

Tips for Scheduling:

The website and call center are experiencing high volume. If you find you are getting error messages or busy signals/long hold times, you may want to access it early in the morning or later at night when it is less busy. Frequent refreshing may capture cancellations – which do occur.

Other Scheduling Resources:

- **NYC Resources**
 - Vaccine Finder –a **NYC specific site** to find vaccine appointments. <https://vaccinefinder.nyc.gov/>
 - Turbo Vax - TurboVax finds the latest vaccine appointments from **43 city and state-run administration sites in the NYC area.** <https://www.turbovax.info/>
- **All Parts of NYS**
 - County Department of Health Sites – a list of all the sites with links can be found here - https://health.ny.gov/contact/contact_information/ County sites frequently post and update on vaccine availability and efforts in the county you live in.

Can my Care Manager schedule the appointment for me?

Some scheduling sites may ask medical questions that are best answered by you, the member, or your family member/caregiver/primary support person. If you or your primary care giver need assistance scheduling the appointment and/or you do not have a support person to assist you, please contact your Care Manager.

It is important to understand that currently in New York State the available supply is much less than the expected demand. Patience and persistence are important.

For more information on the screening questions, please click on this link: [final-dec-13-information-for-healthcare-providers-about-the-covid-19-screening-checklist.pdf \(ny.gov\)](#)

How to prepare for your vaccine appointment

- ✓ You may be required to provide proof of your eligibility for vaccine. We are working with OPWDD and state partners on how to do this the easiest way possible.
- ✓ You will be required to complete the NYS COVID-19 Vaccine Form. This can be completed in advance online here: <https://forms.ny.gov/s3/vaccine> or can be done at the site when you arrive.
- ✓ Be sure to understand the informed consent process for the vaccinating site. Not all sites will be accepting the NYS form outlined below. It is important to have the consenter accompany the person to the appointment, if the person cannot consent for themselves.

Informed Consent

The NYS Department of Health (DOH) has confirmed that a consent will be required to receive both the first and the second dose of the COVID-19 vaccine. Consenting to, and receiving the first dose of the vaccine, will not satisfy the need to provide informed consent to receive a second dose. A new verbal or written authorization will need to be collected before you can get the second dose. Consent may be provided by an individual with capacity to do so or by an alternative consent-giver enumerated within 14 NYCRR 633.11 (which starts with the person if they can consent and includes legal guardian and actively involved family). Visit this link is to the New York State Department of Health (DOH) for the informed consent: [final-covid-19-vaccine-consent-form-inc.-fda-eua-and-acip-12.13.2020.pdf \(ny.gov\)](#)

Can my Care Manager assist me with the informed consent form?

Your Care Manager **does not** need a copy of your vaccine informed consent form. The consent form needs to be completed and provided to the administering vaccine provider. Your Care Manager can provide educational materials for you to be able to make an informed decision, help you determine who can provide consent, and assist you (via teleconference or video conference) in completing the consent form.

After your First Vaccine Dose

After your first dose of the vaccine, you will receive a vaccination card showing that you got the vaccine. Each site will give instruction in how and when to return for your second dose. It is important that you keep the vaccination card you receive as proof and reminder of the need to receive your second dose. Be sure to check your email and/or cell phone you registered with for updates on receiving your second dose.

V-Safe Program – After Vaccination Health Checker

The CDC has developed the V-safe program. To use this program, you need a smartphone, as it uses text messaging and web surveys to provide personalized health check-ins after you receive a COVID-19 vaccination. Through V-safe, you can quickly tell the CDC if you have any side effects after getting the COVID-19 vaccine. Depending on your answers, someone from the CDC may call to check on you and get more information. And V-safe will remind you to get your second COVID-19 vaccine dose if you need one. Visit the CDC website to register for V-safe: <https://vsafe.cdc.gov/>

REMINDER

Even though you have received the vaccine, you will still need to:

- Practice social distancing – stay at least 6 feet apart from other people not living inside your home.
- Wash your hands frequently.
- Wear a mask whenever you are not at home.