

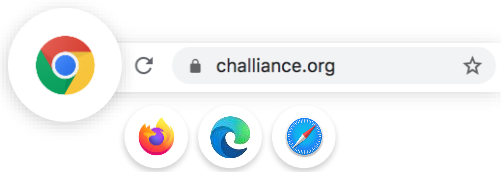


Patient User Guide

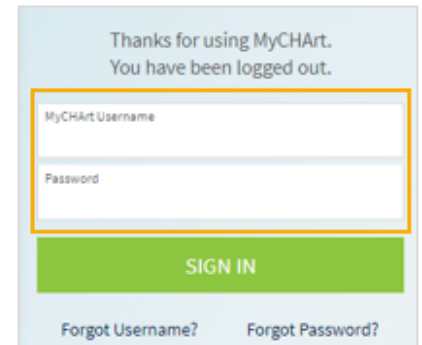
Scheduling a COVID-19 Vaccine Appointment in MyCHART from a Computer

This scheduling is available for MyCHART Patients who have received notification that they are now eligible to schedule their COVID-19 vaccine

1 On your computer, navigate to **MyCHART** from the CHA website.



*Chrome browser preferred. Mozilla Firefox, Microsoft Edge, and Apple Safari compatible.

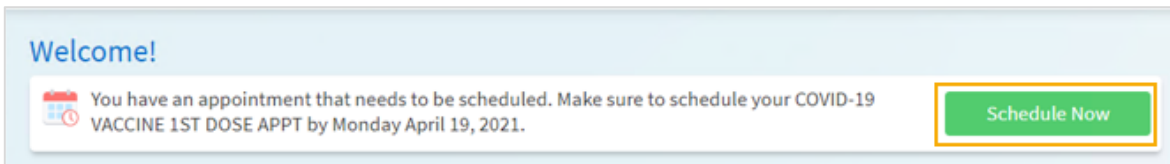


a Go to challiance.org

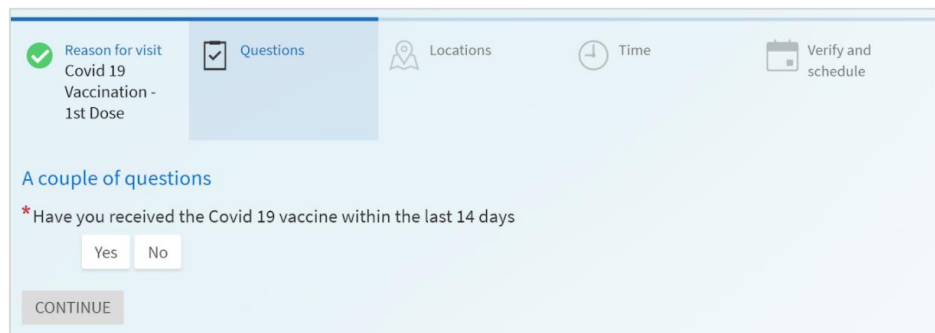
b Find **MyCHART** in the upper right hand corner of the screen

c Log into your **MyCHART** account.

2 You will see a message in the **Welcome!** Section to advise that you can now schedule your COVID-19 vaccine. Select [Schedule Now](#)



3 Please answer all MyCHART questions such as if you have received a vaccine within the past 14 days:



Need Help?

Call Health Information Management (HIM) at (617) 381-7266 from 8:00 AM - 4:30 PM ET Monday - Friday

Email us at mycharthelp@challiance.org

Use our online form: <https://www.challiance.org/help-center/mychart-contact-us-form>



Patient User Guide

4 Select which location you would like to go for your vaccine

[Start over](#)

Reason for visit: COVID-19 VACCINE 1ST DOSE APPT

Locations Time Verify and schedule

Which locations work for you?

Any location
Schedule at any available location.

CHA Covid 19 Vaccine Clinic
1493 Cambridge St
CAMBRIDGE MA 02139

CHA Malden Family Medicine Center
195 Canal St
Suite 105
Malden MA 02148

5 Once you have selected your location , click [Continue](#)

Which locations work for you?

Any location
Schedule at any available location.

CHA Covid 19 Vaccine Clinic
1493 Cambridge St
CAMBRIDGE MA 02139

CHA Malden Family Medicine Center
195 Canal St
Suite 105
Malden MA 02148

[Continue](#) Any location

6 After selecting your location, you will then be able to pick what date and time you would like to have your appointment

What time works for you?

Start search on: 01/20/2021

Times: [All available times](#) | [Filter times](#)

Wednesday January 20, 2021

CHA Covid 19 Vaccine Clinic
1493 Cambridge St CAMBRIDGE MA 02139

5:15 PM	5:30 PM	5:45 PM	6:00 PM	6:15 PM
6:30 PM	6:45 PM	7:00 PM	7:15 PM	7:30 PM
7:45 PM				

CHA Malden Family Medicine Center
195 Canal St Suite 105 Malden MA 02148

8:00 AM	8:15 AM	8:30 AM	8:45 AM	9:00 AM
9:15 AM	9:30 AM	9:45 AM	10:00 AM	10:15 AM
10:30 AM	10:45 AM	11:00 AM	11:15 AM	11:30 AM
11:45 AM	12:00 PM	12:15 PM	12:30 PM	12:45 PM
1:00 PM	1:15 PM	1:30 PM	1:45 PM	2:00 PM
2:15 PM	2:30 PM	2:45 PM	3:00 PM	3:15 PM
3:30 PM	3:45 PM	4:00 PM	4:15 PM	4:30 PM
4:45 PM				

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Patient User Guide

7 You will then be asked to review your contact information.

Reason for visit: COVID-19 VACCINE 1ST DOSE APPT

Locations: Any location

Time: Wednesday January 20, 2021 6:00 PM

Verify and schedule

Verify your personal information

Contact Information

330 Highland St
SOMERVILLE MA 02143

Going somewhere for a while?
[Add a temporary address](#)

617-555-1111
708-789-5800
Not entered
josh@jghe.org

Details About Me

Preferred First Name: Chaba

Sexual Orientation: Choose not to disclose

Race: White

Language: English

Gender Identity: Female

Marital Status: Married

Ethnic Background: Mexican

Religion: Catholic

This information is correct

If you need to make a change click **EDIT**

Once you are done with the changes and the information is correct, click:

THIS INFORMATION IS CORRECT

8 Verify your insurance information.

If the information is incorrect, you can click

- Update coverage
- Remove coverage

To add coverage, select **+ ADD A COVERAGE**

Once everything is correct, select

THIS INFORMATION IS CORRECT

Verify your insurance

Insurance on File

Bcbs - Ma
Bcbs - Hmo

Subscriber Name: Dpb, Headertest

Subscriber Number: 123456789

ADD INSURANCE CARD PHOTOS

Uploading images of your card now will help speed up the check-in process for your next visit.

Update coverage

Remove coverage

THIS INFORMATION IS CORRECT

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Patient User Guide

- 9 You will now be able to review your appointment details. Please enter the reason for the visit as receiving the first dose of the COVID19 vaccine:


You're almost done...
Click the Schedule button if everything looks correct.


COVID-19 VACCINE 1ST DOSE APPT

 Wednesday January 20, 2021
6:00 PM (15 minutes)

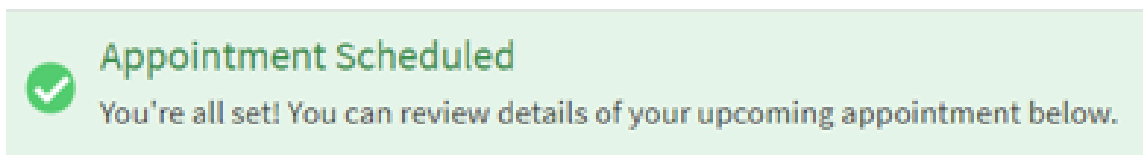
 CHA Covid 19 Vaccine Clinic
1493 Cambridge St
CAMBRIDGE MA 02139
617-665-1000

*What is the most important thing you want addressed during this visit?
Get first dose of COVID19 vaccine

 Schedule

- 10 Once you have entered your phone number and entered the reason for your visit, click  to schedule the appointment

- 11 You will then get a confirmation message that your appointment has been scheduled



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