Scheduling a COVID-19 Vaccine Appointment in MyCHArt from a Mobile Device

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

1. Log into your MyCHArt account and click on [Appointments] from [Activities].

   ![Appointments](image1)

2. From the [Appointments], click on [Schedule an appointment].

   ![Schedule an appointment](image2)

3. At the top of the screen you will now see a message advising of [Appointments you need to schedule] and the [Covid 19 Vaccination-1st Dose] will be listed. Click on [SCHEDULE NOW].

   ![SCHEDULE NOW](image3)

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](https://www.challiance.org/help-center/mychart-contact-us-form)
4 Please answer all MyCHArt questions such as if you have received a vaccine within the past 14 days:

5 Click on the location you wish to receive your vaccine at and then click CONTINUE

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

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After selecting the date and time of your visit, you will be asked to review your contact information.

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**

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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**

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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:

Once you have entered the reason for your visit, click to schedule the appointment.

You will then see that your appointment has been scheduled.