



How Do I Get the COVID-19 Vaccine? A Guide for Human Services Providers During COVID-19

Summary

New York, like states across the country, will be rolling out the COVID vaccine according to a priority list laid out in a series of phases.

Depending on the roles your staff are taking on – in person versus virtual, frontline versus behind-the-scenes, etc. – individuals at your organization may fit into different phases. This guide was created to centralize information regarding vaccine phases to help human services providers determine when and where staff and clients can access immunizations.

Which Phase Am I In?

New York State has created a [series of phases](#) that indicate when a resident can access the COVID-19 vaccine. New York City will follow the State's rollout process.

The phases are created to ensure that groups of people at increased risk of COVID-19 exposure or severe COVID-19 illness have earliest access to immunization. Phased distribution will take time, with vaccines not expected to be widely available to all New Yorkers until mid-2021.

Many human services providers – including those on the frontlines of the City's COVID response – are already able to access the vaccine.

It is important that you [know your phase](#) in order to be ready for when the vaccine becomes available to you!

Here are some easy ways to find out if you are eligible for the vaccine:

- You can view the City's full list of who falls into which phase by [clicking here](#).
- You can view the State's "Am I Eligible?" app by [clicking here](#).
- You can watch the NYC Health Commissioner discuss vaccine rollout by [clicking here](#).

How Do I Make an Appointment?

Once your phase is eligible for vaccination, you will be able to make a vaccine appointment at many locations throughout the city using the [NYC Vaccine Finder](#) or by calling [1-877-VAX-4NYC](#).

[Click here to visit the NYC Vaccine Finder webpage.](#)

You can also text [COVID](#) to [692-692](#) to receive real-time updates on vaccine distribution.



How Do I Prepare for My Vaccine Appointment?

Make sure you are prepared for your vaccine appointment when it is your turn! Review the list below – but **make sure you check for updates on [DOHMH's Vaccine Webpage](#)** in case pre-appointment requirements are added or changed.

Here's what you'll need to bring:

1. Prior to your vaccination appointment, you will need to complete the [NYS COVID-19 Vaccine Form](#). The provider administering the vaccine will need to ensure your form has been filled out.
2. If you are eligible due to your *role* at a human services organization (or other employment) you must bring to your appointment proof of employment, such as an [employee ID card](#), [a letter from your employer](#) or affiliated organization, or a [recent pay stub](#). You will also be asked to attest that your job requires you to have in-person contact with members of the public or with co-workers, or that you are unable to work remotely.
3. If you are eligible for a vaccine based on your *age*, you must show proof of age and New York *residency*, such as New York State [driver's license](#), [IDNYC](#), [passport](#) (age), [birth certificate](#) (age), [mail](#) (residency), or a [rent](#) or [mortgage statement](#) (residency).
4. Review the NYC Department of Health's guide, [What You Need to Know After Getting Your COVID-19 Vaccine](#). It contains information on what you should do [before leaving the vaccination site](#), what [side effects](#) you may experience, and [more](#).
5. Once you've received your first dose of the vaccine, it's time to make your appointment for your [second vaccine dose](#)!

Make sure to reschedule your appointment if you are not feeling well on the day of your vaccination.

Please remember, even after you've been vaccinated, you must keep practicing social distance tactics to keep your community safe!

Thank you for your work to support communities during COVID-19!
Please email info@humanservicescouncil.org with any questions.

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