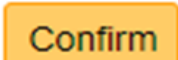
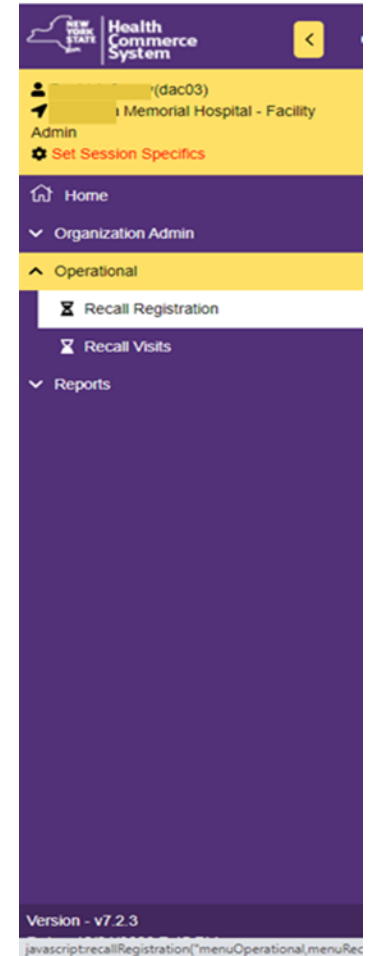


Recalling Registrants in CDMS

Instructions for Recalling Registrants:

1. From the Home screen, select the '**Operational**' menu option and click on '**Recall Registration.**'
2. In the 'Set Session Specifics' screen, select the **Event**, the **Form Name** and the name of the **POD** from the provided drop-down menus.
3. Click on 



Instructions for Recalling Registrants:

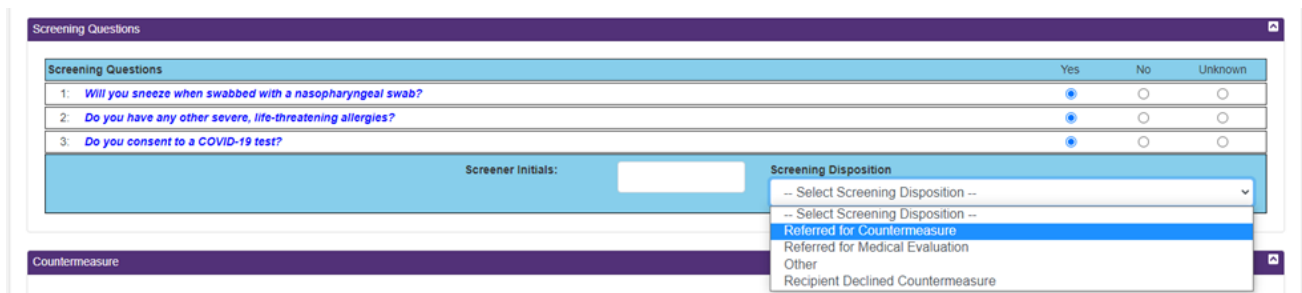
4. On the '**Recall Registration Search Results**' screen, select the name of the registrant you wish to process.

5. A 'Recall Registration' screen will appear that shows the record of the patient and includes demographic information including address, telephone number, date of birth, emergency contact information (if provided) and primary care provider (if provided).

6. Verify patient's demographic information is correct.

Instructions for Recalling Registrants:

7. Scroll down to the 'Screening Questions' section and place your initials in the 'Screener Initials' box and select the appropriate option in the 'Screening Disposition' box (this will most likely be 'Referred for Countermeasure.')

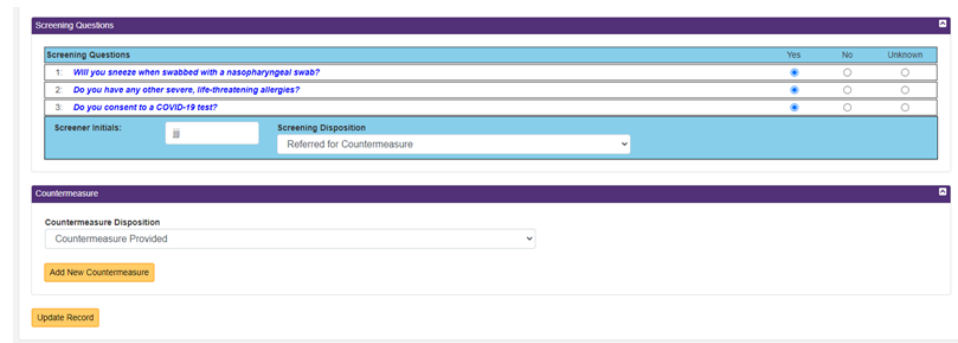


Screening Questions	Yes	No	Unknown
1: Will you sneeze when swabbed with a nasopharyngeal swab?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2: Do you have any other severe, life-threatening allergies?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3: Do you consent to a COVID-19 test?	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Screener Initials:

Screening Disposition:
 -- Select Screening Disposition --
 -- Select Screening Disposition --
 Referred for Countermeasure
 Referred for Medical Evaluation
 Other
 Recipient Declined Countermeasure

8. Creating this record will confirm in CDMS that the patient came to the vaccination clinic (but does not confirm that the patient received a vaccination of any kind.)




Countermeasure Disposition:
 Countermeasure Provided

Add New Countermeasure

Update Record

Instructions for Recalling Registrants:

9. Be sure to click on  to save the record!
10. This created record may be used with other systems to assist in follow-up and scheduling patients for second doses of the COVID-19 vaccine.