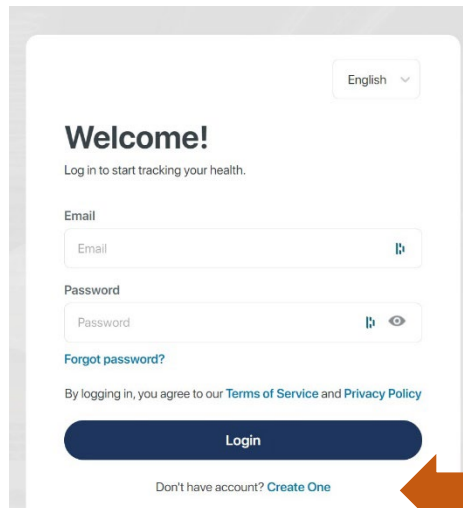


UPLOAD YOUR COVID-19 VACCINATION CARD

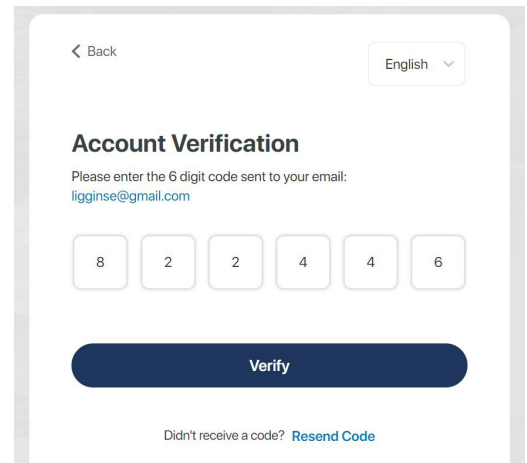
Instructions:

1. Go to <https://ovg.workplace.lumisight.com/home>
2. Under the Login button, click "Create One" to start your account



3. Create an account by using your email and creating a password
4. A verification code will be sent to your email from **COVID-Response@captured.co**

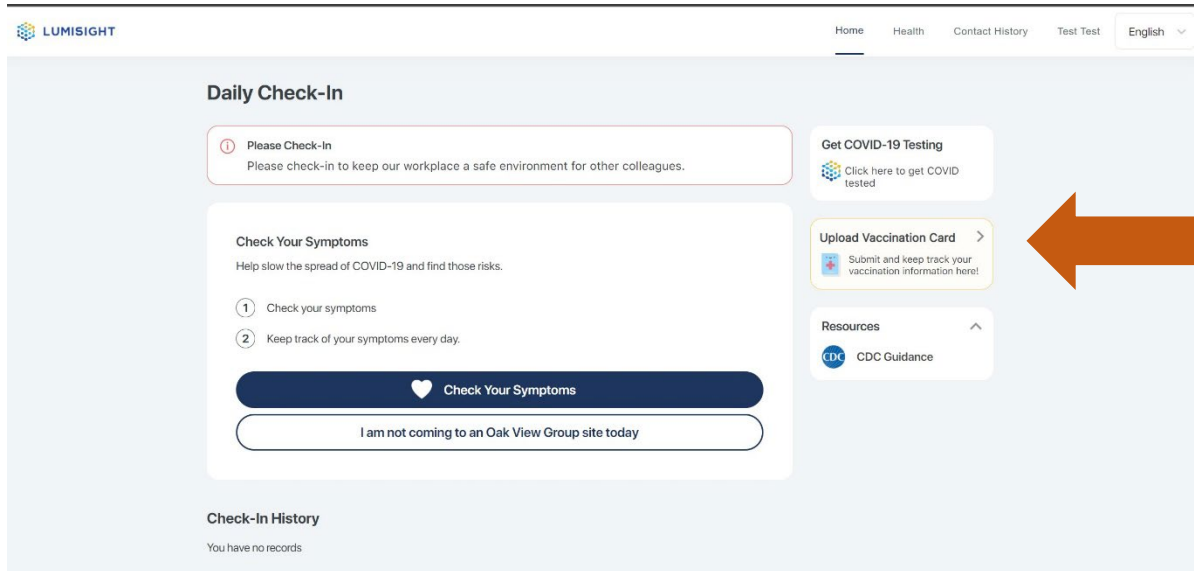
5. Enter the verification code
6. Click continue



7. On the next screen you will enter your personal information
8. Choose Austin, TX as your primary work location

9. You will now be taken to the Daily Check-In Dashboard. This is where you will complete the dailyhealth screening/questionnaire before your shifts.

Next, you will submit your COVID-19 vaccination card
Click on “Upload Vaccination Card” and then, “Submit Vaccination Card”



10. Using your Vaccination Card, fill in all the information requested in the form. Some may be left blank if not applicable.
11. You will also need to take a picture of your vaccine card and upload it to the system. You can do this by taking a photo on your cell phone, emailing it to yourself, and then uploading it into the system.
12. Once done, hit submit and you're done!

A screenshot of the "Vaccination Registry" form. The form contains the following fields:

- First Name * (Text input: Test)
- Last Name * (Text input: Test)
- Patient Number (medical record or IIS record number) (Text input: Patient Number)
- Vaccine Name * (Dropdown menu: Select)
- Manufacturer Lot Number * (Text input: Manufacturer Lot Number)
- Date * (Date picker: MM/DD/YYYY)
- Healthcare Professional or Clinic Site * (Text input: Healthcare Professional or Clinic Site)
- Upload Your COVID-19 Vaccination Record Card * (File upload area with "Drop file here or Select File" text)

At the bottom of the form are "Cancel" and "Submit" buttons.