



OFFICE OF HUMAN RESOURCES

DATE: January 26, 2021

TO: All Staff

SUBJECT: Information on COVID-19 Vaccine

The College is closely monitoring the rollout of the COVID-19 vaccine. We are providing you with this important update to keep the College community informed on the groups that are currently eligible to sign-up for an appointment to be vaccinated. You are highly encouraged to seek an appointment if you fall within the groups that are currently being vaccinated.

PART I – UPDATE ON COVID-19 VACCINE FOR INDIVIDUALS OVER 65

Last week, Los Angeles County Department of Public Health announced that people 65 years of age and over are now eligible to make appointments to receive the COVID-19 vaccine.

L.A. County is actively vaccinating the following groups:

- **Healthcare workers** (HCWs) at high and moderate risk of exposure to the COVID-19 virus through their work in any role in health care or long-term care settings. High and moderate risk means the HCW has direct or indirect contact with patients or infectious materials ([Phase 1A](#))
- **Long-term care facility residents** ([Phase 1A](#))
- **People age 65 and over** ([Phase 1B Tier 1](#))

L.A. County states that people can make an appointment to be vaccinated through this website **if they are in are in one of the groups listed above**. To make an appointment use this link below:

<http://publichealth.lacounty.gov/acd/ncorona2019/vaccine/hcwsignup/>

Individuals cannot register for an appointment if they are not in an eligible group. Doing so will cause appointments to be taken away from those at highest risk and will lead to people being turned away without proper documentation of eligibility. People over 65 will need to show proof that they reside in L.A. County and that they are of age 65 or older.

Residents without reliable computer access can call **833-540-0473** between 8am and 8:30pm seven days a week for assistance with appointments.

PART II – EXAMPLES OF PROOF OF AGE AND RESIDENCY

Examples of proof of age include:

- Driving license
- California ID card or REAL ID card (from the DMV)
- Medicare card
- Social Security card
- Military ID
- Passport
- Medical document/records from medical provider, clinic, or doctor
- Membership card for a senior only organization
- Any official document that includes name and date of birth

Proof that one resides in L.A. County include: (*must show your name and address*)

- Driver's license
- California ID card or REAL ID card (from the DMV)
- Library card
- Post- marked letter
- Utility bill
- Vehicle registration
- Vehicle insurance
- Voter registration confirmation
- Rent receipt or lease or letter from landlord
- School or employment document
- Court document
- Tax, bank, or insurance document
- Post Office change of address confirmation
- Letter or document from a Faith-based organization, shelter, non-profit institution with the name/address of issuing organization
- Membership card – Union, YMCA, store club card, fitness center, community or neighborhood association, apartment building association

PART III – CONSIDERATIONS/MANAGING EXPECTATIONS

Keep in mind that COVID-19 vaccine supply is still extremely limited. L.A. County urges patience as County personnel work with federal and state partners to expand capacity and supply in the weeks ahead.

Also note that there may be delays when logging onto the appointment web page and when booking appointments to receive the COVID-19 vaccine. If one completes the appointment registration process and learns at the end that all appointment slots are filled, County public health officials have stated that they will add more slots each week.

PART IV – DISCLAIMERS/QUESTIONS RELATED TO THE COVID-19 VACCINE

Please consult your personal care physician if you have concerns about potential allergic reactions or have pre-existing conditions that could impact your ability to safely receive the COVID-19 vaccine. For questions about the vaccine, consult the Frequently Asked Questions page that has been created by LACDPH at the following link:

<http://www.ph.lacounty.gov/media/Coronavirus/docs/about/FAQ-Vaccine.pdf>

PART V – SUPER SITE LOCATIONS

L.A. County opened five super sites that are located at the following locations:

- Fairplex in Pomona
- The Forum in Inglewood
- Cal State University in Northridge
- L.A. County Office of Education in Downey
- Six Flags Magic Mountain in Valencia

Visitors at these super sites will remain in their vehicles, drive through the site where they are vetted, confirm they have an appointment, and show their identification prior to receiving the COVID-19 vaccine. For more information on how to make an appointment at one of these super sites, click on the link below:

<http://publichealth.lacounty.gov/acd/ncorona2019/vaccine/hcwsignup/>

PART VI – ADDITIONAL INFORMATION

For more information, visit Los Angeles County Department of Public Health's website in Vaccine Distribution at the following link:

<http://publichealth.lacounty.gov/media/Coronavirus/vaccine/index.htm>