



## OFFICE OF HUMAN RESOURCES

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**DATE:** March 19, 2021  
**TO:** All Staff  
**SUBJECT:** COVID-19 Vaccine Appointments from Kaiser Permanente

Great news! Kaiser Permanente is opening up their locations to our College employees to receive the COVID-19 vaccine. This opportunity is open to all our staff, even if you are not a Kaiser member.

Vaccine Used: Pfizer and Moderna. At the time of your vaccination appointment, you will be advised what vaccine you will be receiving. The vaccine brand is determined upon availability. *If you are unable to make an appointment and need assistance, please do not hesitate to contact Charlene Nakama/Human Resources at 562-463-5152.*

Employees who are eligible, can get the vaccine from [any provider that has been approved](#) as a COVID-19 vaccine distributor by the California Department of Public Health (CDPH).

### **How to schedule a COVID-19 vaccination through Kaiser:**

In order to properly screen and physically distance people, Kaiser is providing the vaccine by appointment only.

Childcare and education workers should visit [kp.org/covidvaccine](https://kp.org/covidvaccine) to check appointment availability and follow instructions to book an appointment.

Individuals who don't have access to kp.org may call **1-833-KP4-CARE** or **1-833-574-2273** for assistance.

The [kp.org/covidvaccine](https://kp.org/covidvaccine) website will allow non-Kaiser members to make an appointment, but it may be faster and easier to make your appointment by calling the above phone number.



Check for a vaccination appointment at Kaiser Permanente

If you're in one of the groups we're currently vaccinating, you can request an appointment. We're offering vaccinations at many of our facilities, and we'll be expanding to more locations as supply increases.

I'm a Kaiser Permanente member

Check appointment availability

I'm not a Kaiser Permanente member

Check appointment availability

Please note, Kaiser is currently experiencing high call volumes and you may experience longer than normal wait times. Appointments will be scheduled as supply allows.

### **Proof of eligibility for COVID-19 vaccination appointment**

Childcare and education workers who are receiving the vaccine due to their employment status may be required to bring one of the following documents and a photo ID to their appointment:

- Employee ID badge with photo; or
- Professional license or certificate; or
- Signed letter from employer on a letterhead; or
- Payment stub or timesheet

Childcare and education workers may also be asked for their company name and role at work.

### **Answers to your COVID-19 vaccine questions**

Visit [kp.org/covidvaccine](https://kp.org/covidvaccine) to find the latest information on who we're vaccinating now, when you'll be able to get the vaccine, and our total vaccination progress across California.

### **Stay hopeful, stay safe**

It will likely take several months to achieve widespread vaccination. Please continue to protect yourself and your loved ones — wear a mask, wash your hands, and physically distance. Thank you for your patience and persistence. Together, we'll continue to keep your workforce — and our communities — healthy and strong.

Stay well,  
Kaiser Permanente