

LiveWell Vermont

STATE EMPLOYEES WELLNESS PROGRAM

2014 Flu Immunizations for Vermont State Employees and Retirees

The Vermont State Employees' Wellness Program is pleased to offer season flu shots for the tenth year.

WHO: All Active, Retired and Temporary VT State employees; those who work at VSEA Historical Society, Arts Council and members of State Legislature, with or without insurance.

WHEN: Registration begins on September 8, 2014.
Clinics will run October 1 through November 6.

WHERE: See schedule for locations, dates and times.

HOW: Register On-Line. If you have no computer access, you may register by telephone.

ON-LINE REGISTRATION: 3 Easy Steps!

Go to <http://livewellvermont.occupationalhealthwellness.com>

TELEPHONE REGISTRATION

Call (603) 352-5595 Monday – Friday 9am – 5pm if you are without computer access.

If you receive a voice mail, please leave a message with your name and telephone number and we will return your call within 24 hours.

1. To register online, click on “START HERE” green button to proceed.

The screenshot shows the LiveWell Vermont website interface. At the top, the LiveWell Vermont logo is displayed. Below it, a navigation menu includes: HOME, DATES & LOCATIONS, LEARN MORE ABOUT VACCINES, MANAGING WEBSITE APPOINTMENTS, and CONTACT US. A prominent green button labeled "Start Here" is highlighted with a large orange arrow pointing to it from the text "Schedule an Appointment in 3 Steps". The main content area features a "Welcome!" message with a sub-header "We're glad you've chosen to take part in this flu vaccine opportunity!". The message text reads: "Verify your eligibility, select a screening site and schedule your appointment, it's that easy! Appointments times are awarded on a first-come, first-serve basis...so don't wait! If you have questions, view the Learn More About Vaccines page to learn more about the vaccination process." Below this, a box contains the text: "Do you need to... Cancel an existing appointment...click here." On the left side, there are logos for "In Partnership..." including OHWM (Occupational Health and Wellness Management), LiveWell Vermont, and BlueCross BlueShield of Vermont. On the right side, there is a colorful graphic of stylized human figures in various colors (red, blue, green, orange, purple) arranged in a circle.

Verify Eligibility

1. Enter your FIRST NAME and LAST NAME exactly as it appears on your SOV insurance card/pay statement. Enter your DATE OF BIRTH. Format the date of birth in 8 numbers with no spaces as MMDDYYYY (ex. January 5, 1980 >> 01051980). Click "NEXT".

Verify Your Eligibility

Enter the information below EXACTLY as it appears on your **Identification Card**.

Name
First Name Last Name

Birth Date
MMDDYYYY

If problems persist, please provide a detailed account of your experience when you [contact us](#).

2. Review your information, and enter a PHONE NUMBER and an EMAIL ADDRESS. We ask for your email so we can send reminder emails and to notify you of any changes to the clinic date, time, location, or cancellation. If you do not have an email address or prefer not to give one, please just click on "NEXT"

Verify Your Subscriber Information

Please verify the information we have on file and make necessary corrections. If you wish to receive a screening appointment confirmation and notifications leading up to the day of the event, please submit a valid email address.

Name

Birth Date

Address
Street or Mailing Address

City State Zip Code

Phone

Email

To receive confirmation and notification emails, please submit an email address.

Create an Appointment

1. Choose a Location from the list of scheduled events. Click "NEXT".

Choose a Location

Please choose a convenient location and date.

Locations

- Burlington Courthouse**
32 Cherry Street, Burlington VT 05401
- Brattleboro State Complex**
232 Main Street, Brattleboro VT 05301
- Bennington State Complex**
200 Veteran's Memorial Drive
Bennington, VT 05201

2. Choose a time, based on availability. Available times are shown in green, occupied times are shown in red. Click "NEXT".

Choose a Time

Please choose a convenient time appointment time below. All available times are shown in green, occupied time slots are shown in red.

Times

<input type="radio"/> 6:00 am	<input type="radio"/> 6:15 am	<input type="radio"/> 6:30 am	<input type="radio"/> 6:45 am
<input type="radio"/> 7:00 am	<input type="radio"/> 7:15 am	<input type="radio"/> 7:30 am	<input type="radio"/> 7:45 am
<input type="radio"/> 8:00 am	<input type="radio"/> 8:15 am	<input type="radio"/> 8:30 am	<input type="radio"/> 8:45 am
<input type="radio"/> 9:00 am	<input type="radio"/> 9:15 am	<input type="radio"/> 9:30 am	<input type="radio"/> 9:45 am
<input type="radio"/> 10:00 am	<input type="radio"/> 10:15 am	<input type="radio"/> 10:30 am	<input type="radio"/> 10:45 am
<input type="radio"/> 11:00 am	<input type="radio"/> 11:15 am	<input type="radio"/> 11:30 am	<input type="radio"/> 11:45 am
<input type="radio"/> 12:00 pm	<input type="radio"/> 12:15 pm	<input type="radio"/> 12:30 pm	<input type="radio"/> 12:45 pm

3. Confirm the choice you have made. Click on the ORANGE button “SCHEDULE MY APPOINTMENT”
A confirmation email will be sent within one hour if an email address is on file.

Summary

Please review your choices.

Date	Thursday, May 15, 2014
Time	9:00 am
Location	Bennington County

If you are satisfied with your choices, click **Schedule My Appointment** to reserve an appointment.

[Previous](#) [Schedule My Appointment](#)

APPOINTMENT NOTIFICATIONS

Providing an email address is optional. If an email address is provided, you will receive notifications via email about your scheduled appointment when:

1. Your appointment is confirmed, within an hour of scheduling.
2. Reminder at 7 days prior to the scheduled event.
3. Reminder at 3 days prior to the scheduled event.
4. Reminder at 1 day prior to the scheduled event.
5. In the event of a postponement due to inclement weather or other circumstance.

Cancel your appointment

1. Click the “CANCEL YOUR APPOINTMENT” link on the homepage and follow the instructions to proceed.
2. Verify your eligibility as described above.
3. Confirm your desire to cancel the appointment.

A confirmation email will be sent if an email address is on file.

Welcome!

We're glad you've chosen to take part in this flu vaccine opportunity!

Verify your eligibility, select a screening site and schedule your appointment, it's that easy! Appointments times are awarded on a first-come, first-serve basis...so don't wait!

If you have questions, view the [Learn More About Vaccines](#) page to learn more about the vaccination process.

**Do you need to...
Cancel an existing appointment...click here.**



Reschedule your appointment

1. Click the “RESCHEDULE YOUR APPOINTMENT” link on the homepage and follow the instructions to proceed.
2. Verify your eligibility as described above.
3. A screen will ask if you’d like to keep or reschedule the currently scheduled appointment.
4. Click “YES”. This will bring you back to “Create an appointment” on page 3.

A confirmation email will be sent if an email address is on file.

Reschedule Your Current Appointment

You have previously scheduled a health care screening appointment. Your appointment information is listed below.

Date	Thursday, January 30, 2014
Time	3:00 pm
Location	Brattleboro Multipurpose Room <input type="checkbox"/>

Would you like to cancel your current appointment and schedule a new appointment?