

## **All Education Employees Now Eligible for COVID-19 Vaccine Kaiser Plan Members / Non-Members**

The California Department of Public Health (CDPH) has defined childcare and education workers as those who are at risk of occupational exposure to SARS-CoV-2 through their work in any role in the following childcare and education settings:

- All formal and informal childcare workers, including day care providers
- All staff in colleges, universities, junior colleges, community colleges and other postsecondary education facilities
- All staff in educational support services and administration
- All staff in pre-kindergarten, elementary, middle and high schools
- All staff in technical and trade schools
- Any other workers involved in child and/or student care, including school bus drivers and monitors, crosswalk guards, etc.

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).

Kaiser Permanente is approved as a COVID-19 vaccination provider in every market where they operate. *Kaiser Permanente will provide vaccinations to anyone (members and nonmembers) according to the eligibility phases defined by the location or state, by appointment only and as supply allows. People who are not Kaiser Permanente members will be assigned a medical record number if they make an appointment for vaccination at Kaiser Permanente.*

Where wait lists are available, sign-up instructions will also be available on the Kaiser Permanente website. You can also call Kaiser Permanente's recorded COVID Vaccine InfoLine at (855) 550-0951 (TTY 711). It's updated regularly and is available 24/7 in English and Spanish. For the latest information on vaccine in your area, visit [kp.org/covidvaccine](https://kp.org/covidvaccine).

### **How to schedule a COVID-19 vaccination at Kaiser Permanente (KP)**

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

Childcare and education workers should:

- **Southern California:** Visit [kp.org/covidvaccine](https://kp.org/covidvaccine) to check appointment availability and follow instructions to book an appointment. Some eligible education workers will be provided a unique, individual code from their employer. This code can be used to request an appointment but is not required. *At this time, the employer code is **not** available. In place of the employer access code, employees may generate an employment verification document to share with Kaiser to show proof of eligibility.*
  - **Employment verification:** To qualify for vaccination under the current tier, employees may need to provide proof of employment at a vaccination site. To obtain a copy of employment verification, UCR employees can visit the [UC Path portal](#).
    1. Once signed in, select Employee Actions, then Income and Taxes, then Verification of Employment.
    2. Generate a Summary Report to download the auto-generated statement.

3. Please take the Summary Report with you to your vaccination appointment. If you have questions or need assistance securing your [UCR employment verification](#), please contact your [Human Resources Business Partner](#).
- Individuals who don't have access to kp.org may call (833) KP4-CARE or (833) 574-2273 for assistance.
  - **Northern California:** Visit [kp.org/covidvaccine](https://kp.org/covidvaccine) to check appointment availability and follow instructions to book an appointment. If we do not have enough information, individuals may be asked to complete an e-visit and will be sent a booking link. Individuals who don't have access to kp.org may call (866) 454-8855 for assistance.

Please note that Kaiser Permanente 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 will be able to get the vaccine, and our total vaccination progress across California. You can also view additional information, including state eligibility guidelines, at [COVID-19 – What employers need to know](#).