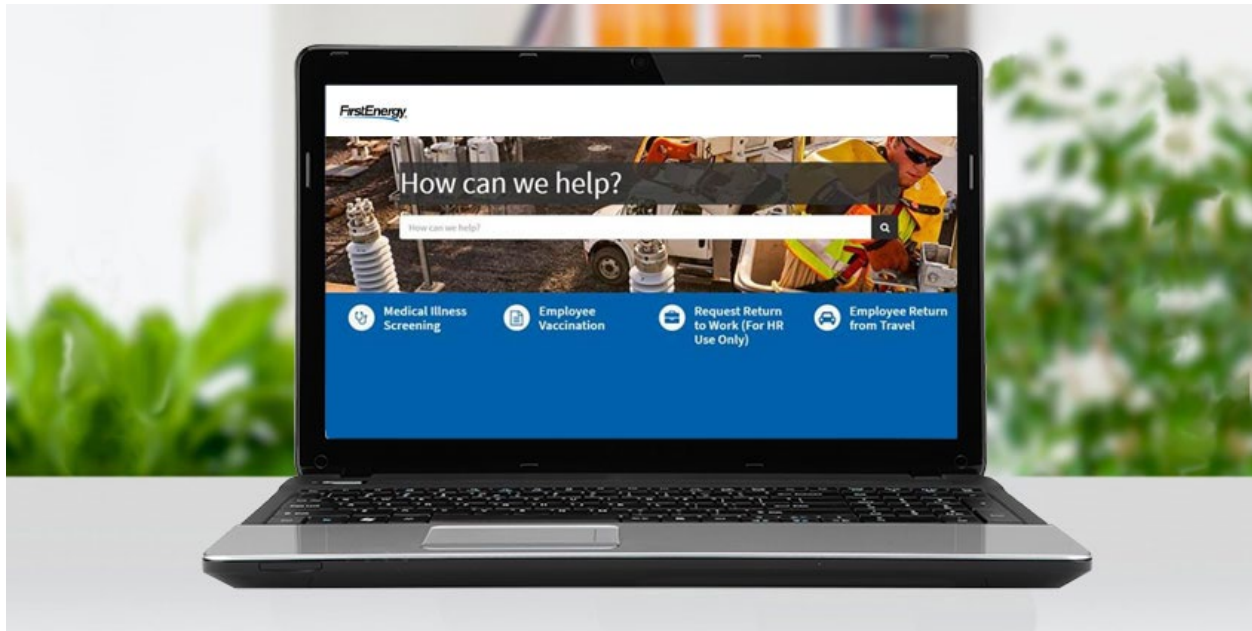


## Got Your COVID-19 Vaccine?

Apr 12, 2021



Employees who have received one or more doses of the COVID-19 vaccine are encouraged to voluntarily complete the Employee Vaccination Form on the [ServiceNow Safe Workplace](#) site. This information will aid in contact tracing when employees report symptoms or positive cases of COVID-19 during the medical illness screening process.

When completing the form, indicate if you have been fully or partially vaccinated. If partially vaccinated, you'll receive an email reminder 45 days from your first dose, to log the second dose.

Other key items to note:

- The vaccine form will be available beginning on April 12.
- Once an employee voluntarily provides their vaccination information, the system will maintain the information and the employee will not be asked again.
- The form will ask for the vaccine manufacturer and dose date(s) from your COVID-19 Vaccination Record Card or appointment notice.

### **Vaccine Card Selfies Leave You Vulnerable**

While you may be proud and relieved to receive your COVID-19 vaccine, be leery of posting vaccine card photos on your social media accounts. The cards contain personal and medically sensitive information that make you a target for scams and identity theft.

According to the U.S. Department of Health and Human Services, (HHS) "Photos of COVID-19 vaccination cards should not be shared on social media. Posting content that includes your date of birth, health care details, or other personally identifiable information can be used to steal your identity."

If you suspect COVID-19 health care fraud, report it immediately to the [Dept. of HHS\\*](#), or call 800-HHS-TIPS (800-447-8477).

- Employees will also have the option to voluntarily provide their vaccination status when they complete an Employee Travel form and Medical Illness Screening form.
- Employees who received a vaccine at MonPower Headquarters in Fairmont, West Virginia, do not need to complete the form. Their information will automatically be uploaded to the database following their second dose.

While the COVID-19 vaccine is not mandatory, eligible employees are encouraged to consider getting vaccinated to protect themselves and others. Employees getting their COVID-19 vaccine during normal work hours may be permitted up to four hours of CV19 time to receive each dose. Please discuss with your supervisor.

To find vaccine registration information in your state and get information about coding your timesheet, see this [handy resource](#). A quick reference guide to ServiceNow Safe Workplace can be found [here](#). Additional information related to the COVID-19 vaccine can be found on the [CDC website](#)\*.

Employees can find information on the company's response to COVID-19 on the *FirstEnergy Today* portal, the [Corporate Health & Safety SharePoint site](#) or [MyFirstRewards.com](#). Please print and post important information for employees who do not access the portal routinely.

*\*By clicking this website's link in this article, you are entering a website maintained by an outside party, which is entirely responsible for the site's content.*