

**Welcome to Walgreens EMAIL (Audience – LTCF POC)
Version 2 – Paige Lewis**

Subject: Walgreens Support & Plan for COVID19 Vaccines

Hello,

We are reaching out to confirm that Walgreens has been assigned as your healthcare partner to administer COVID-19 vaccines. As your partner, we will host immunization clinics for your residents/patients and staff (if they have not previously been immunized) over the next few months. We look forward to working with your team to host COVID-19 immunization clinics at your community/facility(s). It is our top priority to ensure we are supporting you in any way we can throughout this journey.

As we anticipate FDA approval/emergency use authorization of a COVID-19 vaccine, we are working diligently to create the essential processes to safely and seamlessly deliver and administer the vaccine to your residents/patients as soon as the vaccine becomes available.

We have identified a few ways you can start to prepare for clinics:

1) Watch Our Webinar

We want to provide you with as much information as we can to help you feel supported and prepared. Simply follow this [link](#). In the webinar, Ruth Link-Gelles, PhD, Lieutenant Commander from the CDC, answers frequently asked questions and a Walgreens Pharmacy Leader provides a view into the upcoming clinic process.

2) Vaccination Administration Record

Prior to immunization, each resident (or their healthcare proxy) must sign (or annotate in place of signature) the consent section (section C) of the [Vaccination Authorization Record \(VAR\)](#). We recommend your community/facility begins this process with your standard protocols as soon as possible.

3) Resident & Family Clinic Handout *(attached)*

We understand that people may feel hesitant about getting the novel COVID-19 vaccine. The handout provides information about the vaccine and the process to help inform and encourage residents/patients to get immunized.

4) Clinic Tip Sheet *(attached)*

Share the Clinic Tip Sheet with your staff so that they stay informed about COVID-19 clinic procedures and have answers to many important questions.

You will be hearing from your Walgreens point of contact shortly to begin planning.

Stay Well,

Walgreens