Doc. No.2

### Sanjo City Making an Appointment for COVID-19 Vaccination

#### [Vaccinations are by appointment only]

- To ensure the process goes smoothly, <u>all routes of vaccination</u> require appointment.
- <u>Medical facilities do not take appointments.</u> They must be made via (1) call center, (2) internet, or (3) automated voice guidance line.
- Upon making an appointment for your first vaccine shot, ments.
  an appointment for your <u>second shot</u> is automatically made for the <u>same location, same time slot exactly 3 weeks apart</u>.
- <u>Appointment Confirmation is mailed 1 week before first</u> vaccination date.

# (1) via Call Center

- ① Have your Vaccination Coupon handy
- ② When prompted, provide the operator with the Voucher Code and your date of birth
- ③ Tell the operator your preferred vaccination site and date/time
- ④ Appointment completed.



## (2) via Internet PC or Smart Devices

- ① Have your Vaccination Coupon handy
- ② Scan QR code or enter URL to access the site
- ③ Use the Voucher Code and your date of birth to

#### log-in and make your appointment

- You will need to enter your personal information such as name and phone number, as well as set up a password upon first log-in.
- If you forget your password, have the Vaccination Coupon code handy and contact the call centre.

#### (4) Confirm your appointment details on My Page

- After confirming your appointment, you can click ( $\equiv$ ) on the top right of the page and log out to make appointments for another person.

URL

### https://vaccines.sciseed.jp/sanjo/



QR code Cont. on reverse side

Appointment open dates are different according to age group. Please check Doc. 1 "About COVID-19 Vaccinations"

This **Code** located on the Coupon is needed when making appoint-



# (3) via Automated Voice Guidance

No wait time required, see detailed instructions below.

\* To cancel or to make changes to your appointment, please contact the call center.

\* The system may be especially busy from 9:00 to 17:00, please call outside these hours for smoother service.

050-3183-0658 TEL

Standard call rates apply

## **Instructions for Voice Guidance line**

The following explains how to use the automated voice guidance system. By following these instructions, you should be able to make the appointment smoothly in roughly 5 minutes.

0	Have handy your Vaccination Coupon and List of Vaccination Sites.
0	Dial the number 050-3183-0658
2	Follow the voice instructions to enter the 10-digit Coupon Code using the number pad on your phone.
3	Next, enter your 8-digit date of birth in YYYYMMDD format For the date of August 13 <sup>th</sup> 1950, enter "19500813"
4	From the List of Vaccination Sites, enter the 3-digit site number for your preferred site.
6	Select your preferred vaccine using the number pad on you phone. Currently, the Pfizer vaccine is the only one available, so just enter "1".
6	Enter your preferred date to receive vaccine in MMDD format. In the case of May 10 <sup>th</sup> , enter "0510".
1	The voice guidance will read off available times (AM/PM), please select one using the number pad.
8	The voice guidance will read off available 30-minute time slots, please select one using the number pad.
9	Lastly, please enter a phone number by which you can be reached.
0	Appointment complete.
List of vaccination sites, detailed instructions and other updates regarding vaccinations are all available at Sanjo City website:	

https://www.city.sanjo.niigata.jp/kinkyu/13450.html