

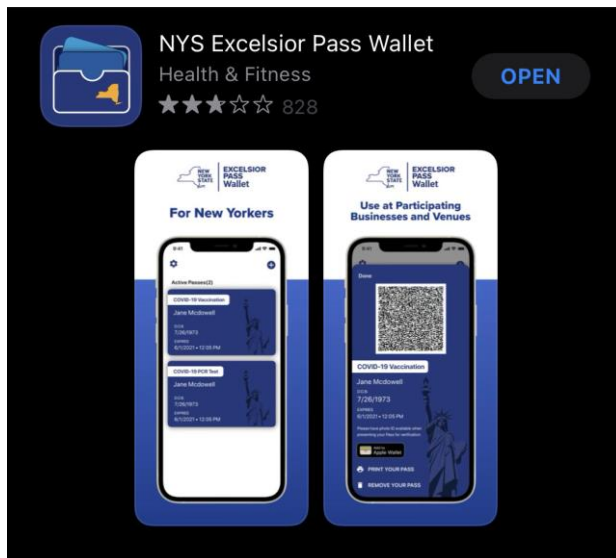
Mount Sinai Health System

EHS Tip Sheet

Replacing Lost COVID Vaccine Proof For Employees Vaccinated at MSHS

IF EMPLOYEE IS REQUESTING HELP REPLACING LOST CDC CARD

- Contact Employee's COVID-19 Vaccine POD team
 - POD Team should coordinate with Pharmacy to retrieve a replacement card and then fill it out according to the information Pharmacy provides.
 - Employee reports to POD team for pick-up of new card
 - **Note: only for employees vaccinated by POD. If employee was vaccinated elsewhere, they must contact that site.**
- OR, encourage the employee to download Excelsior Pass
 - System will retrieve proof from New York State Vaccine Registry
 - <https://covid19vaccine.health.ny.gov/excelsior-pass>
 - Download from mobile App Store:



IF EMPLOYEE NEEDS TECHNICAL ASSISTANCE WITH EXCELSIOR PASS

- Direct employee to:
 - **Mount Sinai COVID-19 Vaccine Reaction and Documentation Line at 646-605-5749**