



**FOR IMMEDIATE RELEASE**

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When and if you decide to receive the COVID-19 Vaccine, please use your email address to register online through the SETROC COVID-19 Vaccination Portal at: <https://vaccine.beaumonttexas.gov/>

Although I have said previously not to worry about registering for the COVID-19 vaccine through the SETROC Portal if you have already signed up on the Hardin County Health Department waitlist, I now feel it is a better idea for everyone to register through the SETROC Portal, and ask that everyone who has not already taken their 1<sup>st</sup> dose to please do so, but only once!

If you do not have an email address, you may register without one, but you will be unable to access advanced online features and we will have one less method of contact/notification, which may cause a delay scheduling your vaccination appointment.

Here are a few tips about registration in the SETROC COVID-19 Vaccination Portal:

1. For security purposes, you must type your information into each field and not use the auto-fill feature as doing so will result in a "this may be spam" error.
2. Select Hardin County for the location, unless you prefer to be vaccinated at another location – You can select any of the locations you desire, but only one.
3. Anyone can register now. However, at this time, appointments are exclusive to persons in the 1A and 1B categories, including all First Responders and Educators.
4. An email address can only be registered in the SETROC Portal one time. This is to prevent duplicate registrations and is also another security measure.
5. Once registered, you will receive a confirmation email from SETROC. If you don't find this in your inbox soon after registration, check your junk/spam folder, move the message to your inbox, and mark SETROC as a safe sender so you will receive future emails in your inbox.
6. As we receive weekly vaccine allocations, a number of email addresses will be "flagged" to receive a message from SETROC with instructions to login and schedule an appointment.
  - a. You are only able to schedule an appointment upon receipt of this notification.
  - b. When you login to schedule your appointment, click on 'My Profile' at the top of the page, then click on the 'Schedule an Appointment' icon.
  - c. At this time, if you are not in 1A/1B, a First Responder or an Educator, you will not be eligible to schedule an appointment, even if you receive this notification.
  - d. If all timeslots are full, you will not be able to schedule an appointment. But, you will be notified again to schedule an appointment the following week.

- e. Once you have successfully scheduled your appointment, you will receive a confirmation email from SETROC.
  - f. The confirmation email will include some forms you can complete, print and bring with you to the vaccine clinic to speed things up. If you do not have the capability to print the forms, you will be able to fill them out on site.
7. If you are unable to register online and do not have someone to help you do so, that's okay. You may contact the SETROC Regional Call Center at (409) 550-2536, Monday - Friday between 8AM - 5PM, except on holidays. This is for registrations only.
  8. If you previously registered through the SETROC website, but did not include an email address, I ask that you please do so. You can login to add that to your profile or call our call center to have it added.

I want to take this opportunity to express my sincere appreciation to the City of Beaumont Technology Services Department for hosting this registration website, and providing the support necessary to make it function properly in order to schedule mass vaccinations in Hardin County, and throughout Southeast Texas. This is another fine example of combining our greatest assets, our talented and experienced professional personnel, in order to ensure that the citizens in our region are able to successfully recover from each disaster that we face – SETX is Stronger Together!

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