

<https://webchartnow.com/rrh/webchart.cgi?f=layout&module=Patient+Portal>



Log in to the portal using your RRH provided student username and password you will be directed to the page below. Select message center.

WELCOME TO THE [WORKREADY EMPLOYEE HEALTH PATIENT PORTAL](#) — PLEASE SELECT FROM THE MENU BELOW.

WORKREADY

A screenshot of the portal's main menu on the left, with a red box highlighting the 'Message Center' option. The menu items include: Message Center, My Appointments, Failed Daily Pass/Symptomatic, COVID Test Results/RTW Guide, Medical Exemption Test Results, Annual Health Review, Respirator Fit, and Other Health Resources. To the right of the menu is a photograph of four healthcare workers in a hallway, all wearing face masks.

Then select the additional forms tab.

A screenshot of the 'MESSAGES' section of the portal. A blue header bar contains the word 'MESSAGES'. Below it, a white box contains a tab labeled 'additional forms', which is highlighted with a red border. At the bottom, there is a table header with columns: UNREAD, DATE, SENDER, SUBJECT, and UNREAD ONLY | SHOW ALL.

You will then be brought to a page to add your booster status select COVID Booster Status

ADDITIONAL FORMS

COVID Booster Status	begin
Immunization Record	begin
Influenza Vaccination Authorization Form	begin
Influenza Vaccination Exemption Request	begin

You will choose yes if you are wishing to input your COVID booster

COVID Booster Status

Have you received your COVID Booster?

Yes No

You will need to scroll to the bottom and you will see add an immunization. Select that link.

[ADD AN IMMUNIZATION](#)

COVID Booster Vaccination Documentation (File type of JPG, PNG, or PDF)

[Save for later](#) | [Cancel](#) [SUBMIT](#)

You will then be instructed to input you booster information. All COVID immunization start with the word COVID, select the appropriate vaccination for the booster you received and the date which you received it. You will then select save.

[ADD AN IMMUNIZATION](#)

Required Fields

[CANCEL](#) [SAVE](#)

COVID Booster Vaccination Documentation (File type of JPG, PNG, or PDF)

You will then be asked to upload a picture/ file with proof of your immunization select the paper icon and upload your file. Then select submit, to submit proof of booster.

[ADD AN IMMUNIZATION](#)

*Required Field

Date of immunization



CANCEL

SAVE

COVID Booster Vaccination Documentation (File type of JPG, PNG, or PDF)

Choose file



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SUBMIT