This tip sheet describes the process to schedule your first dose COVID-19 vaccine via the Wellstar website or mobile App. If you are eligible to receive the first dose, you will be able to select a location to schedule your first dose vaccine. The second dose will be scheduled via MyChart after you complete the first dose.

Try It Out

From Wellstar.Org:
1. From the COVID-19 registration form, select Get Started

2. Answer the questions, in order to schedule your vaccine to determine if you are eligible.

3. You will be able to select a location to schedule your first dose vaccine. You will be able to schedule your second dose after you have completed your first dose.
4. By default, the list of locations is sorted by closest to you. You can toggle the list by closest to you, location name or search by ZIP code.

5. Once you have selected the location, available dates and times are displayed. Select your desired appointment slot and complete the CAPTCHA prompt.

   Please note: you will not be able to schedule same day appointment

6. After selecting your desired appointment slot, verify the information is correct and provide a reason for visit of Vaccine. Note: your appointment slot is reserved for 10 minutes after selecting your desired time slot.
To confirm your appointment, you may login to your existing MyChart account or continue as a guest. Please note: your appointment is NOT scheduled until you have logged into your MyChart account or completed the Guest sign-up.

If you have an existing MyChart account, login to your account. If you have proxy accounts you can access, select who you are scheduling the appointment for and select Continue.
After signing into your account, the Appointment Details of your upcoming appointment information is displayed. An email confirmation will be sent as well.

From the MyChart Web or Mobile App:

After signing into your account, open the menu and select ‘Schedule your COVID Vaccine’. This will open a separate browser to complete steps 1-9.

Please Note: If you have any other questions or need further assistance, please contact our service desk. Hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. You can contact the MyChart Helpdesk via phone, fax, and email:

- 470-644-0419
- 770-999-2306
- mycharthelp@wellstar.org

Remember, MyChart is NOT to be used for urgent needs. For medical emergencies, dial 911.