



YOUR PASSPORT  
TO HEALTH

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# How to Book Vaccination Appointments with Othena

## Content Overview

Othena is an end-to-end COVID-19 digital solution designed to manage the vaccination process. This checklist summarizes the four steps you will take to get vaccinated for COVID-19.

| Steps  | What you will need to complete this step  |
|--|---|
|  <b>Before you Start:</b><br>Register on <a href="#">Othena.com</a> | <ul style="list-style-type: none"><li>• Access to internet through computer or phone's internet browser</li><li>• Visit <a href="http://www.othena.com">www.othena.com</a></li></ul>  |
|  <b>Step 1:</b><br>Complete Your Patient Profile                    | <ul style="list-style-type: none"><li>• Date of birth</li><li>• Name</li><li>• Home address</li><li>• Gender</li><li>• Insurance Information (optional)</li><li>• Family Feature</li></ul>  |
|  <b>Step 2:</b><br>Join the Virtual Waiting Lounge                | <ul style="list-style-type: none"><li>• Registration email from <a href="mailto:othenanotifications@compositeapps.net">othenanotifications@compositeapps.net</a></li><li>• Download the latest version of Othena from the Apple App / Google Play Store</li></ul> |
|  <b>Step 3:</b> Schedule or Reschedule a vaccination              | <ul style="list-style-type: none"><li>• Available appointment alert email will be sent from <a href="mailto:othenanotifications@compositeapps.net">othenanotifications@compositeapps.net</a> when it is your turn to book your appointment</li></ul>              |
|  <b>Step 4:</b> Streamline Your Vaccination Appointment           | <ul style="list-style-type: none"><li>• Breeze through check-in: Complete pre-vaccination assessment</li><li>• Othena provided QR code (in app)</li><li>• Provide consent (in app)</li></ul>  |
| <b>After Vaccinations:</b><br><b>Show proof of vaccination</b>   | <ul style="list-style-type: none"><li>• Othena provided COVID-19 Vaccination QR Passport code and vaccine status (in app/online)</li><li>• CDC-approved COVID-19 Vaccination Record Card</li></ul>  |

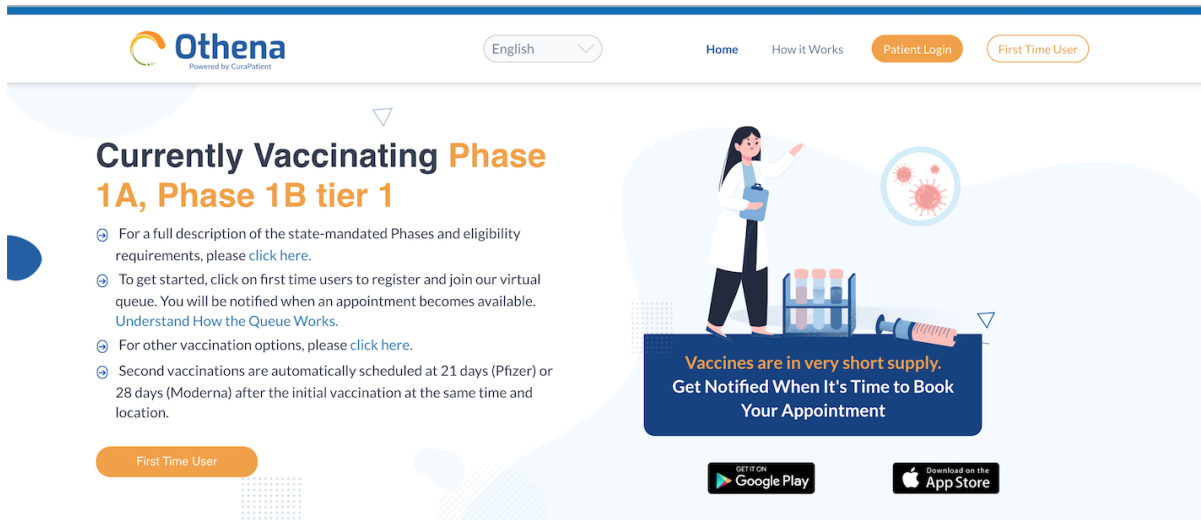
## Before you Start: Register on Othena.com

### What you will need to complete this step

- Access to Internet
- Visit [www.othena.com](http://www.othena.com)

Visit [www.othena.com](http://www.othena.com) and click “First Time User,” to begin answering a short series of questions. This will let the system know where you currently work or reside, your age range, and whether you work in high-risk settings. Please note, only residents of Orange County (or those who work in Orange County) can register on Othena.

Eligibility is based on the current vaccination phase as determined by Orange County and the California Department of Public Health ([CDPH](#)).





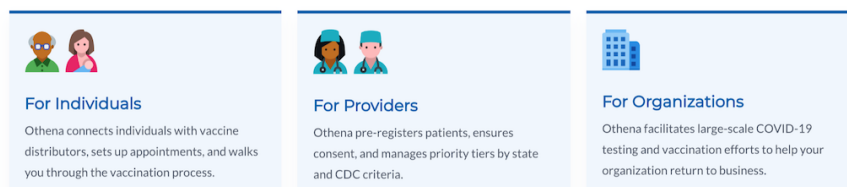
The screenshot shows the Othena website homepage. At the top is the Othena logo with the tagline "Powered by CuraPatient". Navigation links include "English" (with a dropdown arrow), "Home", "How it Works", "Patient Login", and "First Time User". The main content area features a large heading "Currently Vaccinating Phase 1A, Phase 1B tier 1". Below this, there are four bullet points with icons: 1. For a full description of the state-mandated Phases and eligibility requirements, please [click here](#). 2. To get started, click on first time users to register and join our virtual queue. You will be notified when an appointment becomes available. [Understand How the Queue Works](#). 3. For other vaccination options, please [click here](#). 4. Second vaccinations are automatically scheduled at 21 days (Pfizer) or 28 days (Moderna) after the initial vaccination at the same time and location. To the right of the text is an illustration of a healthcare worker in a white coat and mask, holding a clipboard, standing next to a rack of vaccine vials. A speech bubble from the worker says: "Vaccines are in very short supply. Get Notified When It's Time to Book Your Appointment". Below the illustration are buttons for "GET IT ON Google Play" and "Download on the App Store". At the bottom left of the main content area is a "First Time User" button.






Othena Impact! in Orange County, California since Jan 1

Currently scheduling appointments for those registered on or before February 15, 2021

|   |  |  |
|---|--|--|
|  <b>792,459</b><br>Patients Registered |  <b>227,577</b><br>Doses Administered |  <b>250,538</b><br>Scheduled Appointments |
|---|--|--|



|  |  |   |
|--|--|---|
| <br><b>For Individuals</b><br>Othena connects individuals with vaccine distributors, sets up appointments, and walks you through the vaccination process. | <br><b>For Providers</b><br>Othena pre-registers patients, ensures consent, and manages priority tiers by state and CDC criteria. | <br><b>For Organizations</b><br>Othena facilitates large-scale COVID-19 testing and vaccination efforts to help your organization return to business. |
|--|--|---|



## Step 1: Complete Your Patient Profile

### What you will need to complete this step

- Profile Information:
  - Date of birth
  - Name
  - Home address
  - Gender
  - Insurance Information (optional)

If you'd like, you can enter your name, address, gender, and age on the Othena app. Or, you can enter the information manually from the “Edit Profile” option on the Othena.com website.

You also have the option to enter your insurance information. Either upload a photo of your insurance card from your photos within the app or enter it manually in the app or on the Othena.com website.

The screenshot shows the Othena website's registration page. At the top, there's a blue header with the Othena logo and a 'Re-Imaging Clinical Experience' tagline. Below the header, a section titled 'Register by filling out the form below' includes a disclaimer about the information being used for COVID-19 vaccination eligibility. Two checkboxes are present for consent. The form is divided into two main sections: 'Account Information' and 'Patient Information'. The 'Account Information' section includes fields for E-Mail Address, Password, Contact Number, and Preferred Language (set to English). The 'Patient Information' section includes fields for First Name, Last Name, Date of Birth (MM/DD/YYYY), Sex at Birth, Mother or guardian's first name, Street Address, City, State, Zip Code, and Country.


The screenshot shows the Othena app's 'Set-Up Your Account Information' screen. It features a 'Back' button at the top left. The screen contains the same two consent checkboxes as the website version. Below the checkboxes, there's a section for uploading a photo, with a circular icon and an 'Upload Photo' button. At the bottom, there are fields for 'Email Address' and 'Confirm Email Address', each with a placeholder text 'Enter email address' and 'Enter confirm email address' respectively.

Othena also offers the **“Family Feature,”** which gives you the ability to add your family members into a centralized account. You can track the vaccination journey of your family member(s) after adding them. Unique emails are not required for each family member.

Please note that vaccination appointments are only for the individual who receives them. When one family member schedules an appointment with their individual invitation, it does not apply to everyone in the account. Each family member progresses through the queue based on their individual phase allocation. This feature is located on both the Othena app and Web page. This process is similar to registering for yourself, but instead of employment information, you can type in your relationship to the added family member.


Please note that each family member must be eligible to receive the vaccine under the current state mandated phase eligibility, and they will be required to show proof of eligibility at their first scheduled appointment.

The image displays two smartphone screens side-by-side, illustrating the 'Create a Family Member' process in the Othena app. The left screen shows the initial prompt: 'Create a Family Member' with the text 'You don't have any family members connected. Register a family member to connect them to your account.' and a 'Register Family Member' button. The right screen shows the registration form with the following fields: 'Enter Mailing Address', 'Additional Address Info (Optional)' with a sub-field 'Suite# / Appt# (Optional)', 'Industry' with a 'Select an option' dropdown, 'Occupation (Optional)' with an 'Enter Occupation' field, 'Employer (Optional)' with an 'Enter Employer' field, and 'Relationship' with an 'Enter Relationship' field. A 'Confirm Information' button is at the bottom of the form.



English

test test Patient



**test test**  
Jan 1, 1900 | Female

+1-714-444-4445  
natalie.schneider+0129@compositeapps.net

Test  
test

White  
Not of Hispanic, Latino, or  
Spanish origin

800 West Katella AvenueAnaheim,  
California  
Registered on Jan 28, 2021

Edit Profile

test test  
Me

+ Add Family Member


**ation Status : VACCINE ROUND 2 SCHEDULED**

### Congratulations! Your Vaccine Appointment for Round 2 is Confirmed

To see the details of the procedures to be followed at the vaccination center, click on the button below

test test's Appointment Details (Vaccination Round 2)

|   |                            |   |                             |
|---|----------------------------|---|-----------------------------|
| Site Name<br>Soka University, 1 University Drive, Aliso Viejo | Appointment ID<br>D700C392 | Appointment Date<br>Thursday March 04, 2021 | Appointment Time<br>8:00 AM |
|---|----------------------------|---|-----------------------------|



Re-Schedule Appointment

## Step 2. Join the Virtual Waiting Lounge

### What you will need to complete this step

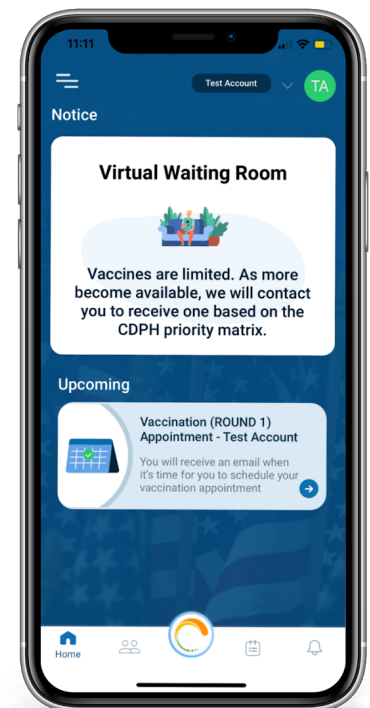
- Registration email from **othenanotification@compositeapps.net**
- Download the latest version of Othena app from the Apple App or Google Play Store

Currently, we are assigning appointments through our virtual queue. You don't need to worry about your place in the queue, as your spot is assured once you register.



Your appointment will be based on vaccine availability and priority set by the California Department of Public Health ([CDPH](#)). You can see your account registration date and the registration date that Othena is currently prioritizing for sending invites, conveniently located within your account at Othena.com.

The screenshot shows the Othena web application interface. At the top, there's a header with the Othena logo, a language dropdown set to 'English', and a 'Test Account' button. Below the header, a navigation bar displays the user's profile (Test Account, Mar 5, 1951, Male), contact information (949-111-1111, test.account@compositeapps.net), and location (100 Spectrum Center Drive, Irvine, California). The main content area is titled 'Current Vaccination Status : VIRTUAL QUEUE IN-PROGRESS'. It includes a section 'You are in our Virtual Queue' with a message about vaccine availability and links to learn more about the queue, CDPH, and vaccine options. Below this, a 'Vaccination Journey Detail' section shows a timeline with four steps: Registration (Completed, March 03, 2021), Virtual Queue (In Progress), Vaccine Round 1 (Pending), and Vaccine Round 2 (Pending).

| Step            | Status      | Date           |
|-----------------|-------------|----------------|
| Registration    | Completed   | March 03, 2021 |
| Virtual Queue   | In Progress |                |
| Vaccine Round 1 | Pending     |                |
| Vaccine Round 2 | Pending     |                |



When it is your turn in the queue, you will be prompted to schedule your vaccination appointment. You should receive a notification on your Othena app or via an email notification from [othenanotification@compositapps.net](mailto:othenanotification@compositapps.net).

You may schedule your first dose of COVID-19 vaccine  



**Othena** <[othenanotification@compositapps.net](mailto:othenanotification@compositapps.net)>  
to me ▾

Sun, Feb 7, 7:10 AM   



03/04/2021 08:10 AM

Dear Test Account

We now have a COVID-19 vaccine available for you. You may schedule an appointment to receive your first vaccine.

Appointment slots are limited, and only those who receive this email are eligible to schedule an appointment.

If this time does not work, additional appointment slots will be available, and you will not lose your place in line.

To book your appointment:

- Visit: [Book Appointment](#)
- Login with your account info
- Select an appointment date, time, and location

Or login on the Othena mobile app and select Schedule an Appointment.

Sincerely,  
Othena

Contact [support@compositapps.net](mailto:support@compositapps.net) for assistance.

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## Step 3. Schedule or Reschedule your Vaccination

### What you will need to complete this step

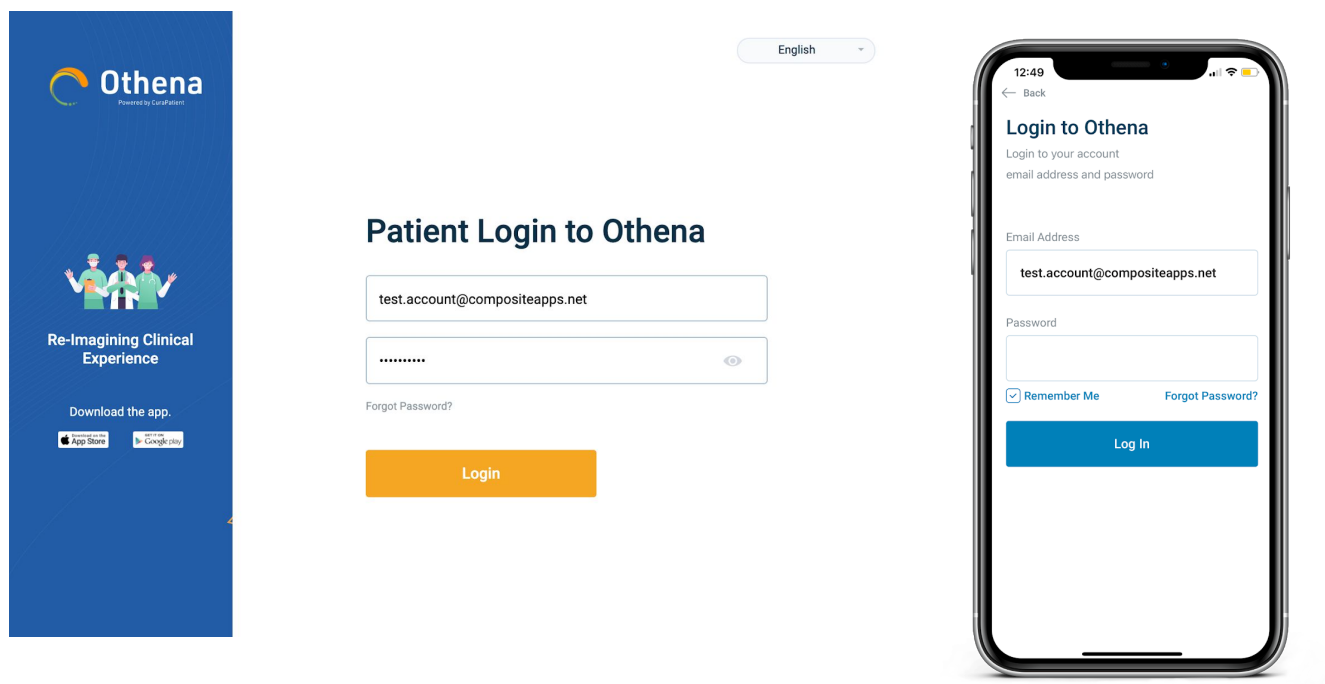
- Appointment alert email from **othenanotification@compositeapps.net**


Your appointment time will be based on vaccine availability & priority set by the California Department of Public Health ([CDPH](#)).

To book your appointment after receiving an invite:


- Login with your account info on Othena.com. Click “Schedule Appointment” and select an appointment date, time, and location.
- Or, login on the Othena mobile app and select “Schedule an Appointment.”

Please note that vaccine availability within the county is very limited. When scheduling or rescheduling an appointment, **only one or a few days will be available at a time**. Therefore, be careful when cancelling as there will only be a few locations/times open at a time, and it may be difficult to get a new appointment.



English

Test Account  
Patient

Test Account  
May 5, 1950 | Male

949-111-1111  
test.account@compositeapps.net

Occupation  
Employer

Other Race  
Prefer Not to Say

100 Spectrum Center Drive Irvine, California  
Registered on Mar 03, 2021


Edit Profile

**Current Vaccination Status : VACCINE ROUND-1 INVITED**


Schedule Your Appointment for Round 1  
You are invited to book your appointment.

Schedule Appointment

**Vaccination Journey Detail**

English

Test Account  
Patient

Test Account  
May 5, 1950 | Male

949-111-1111  
test.account@compositeapps.net

Occupation  
Employer

Other Race  
Prefer Not to Say

100 Spectrum Center Drive Irvine, California  
Registered on Mar 03, 2021

Edit Profile

**Schedule Your Appointment for Round 1**You are invited to book your appointment. If there are no appointment times visible below, they've all been filled.  
We will contact you again as soon more become available.

← Back

Select Date

Friday  
Mar 05, 2021

Saturday  
Mar 06, 2021

Select your slot

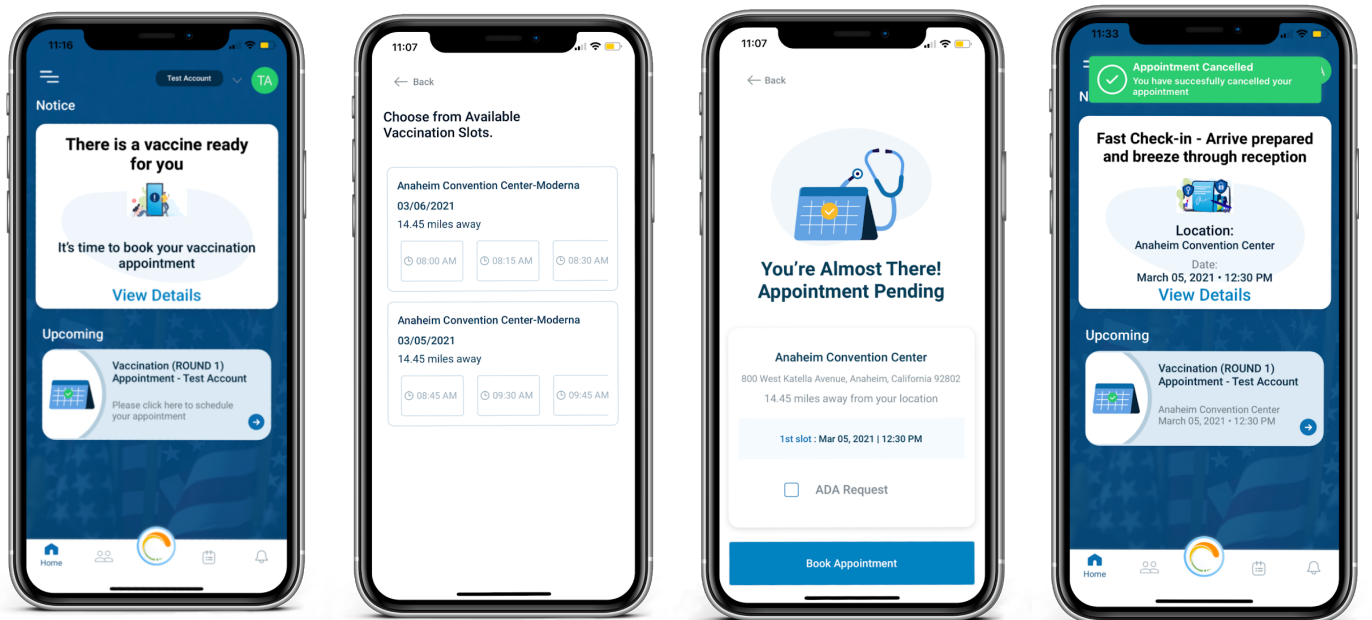
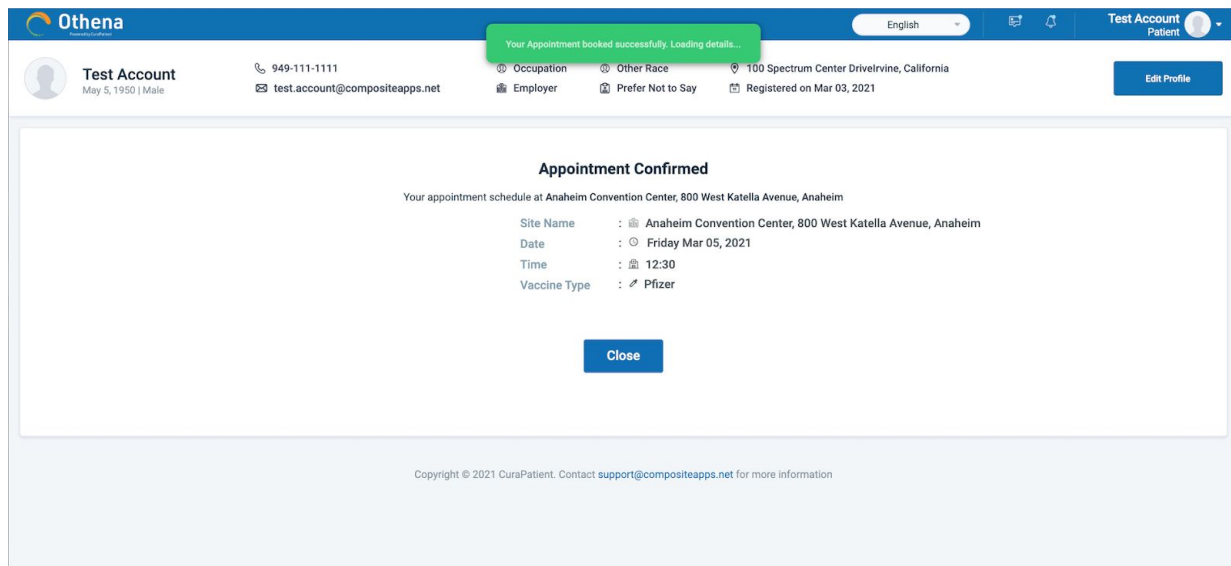


Anaheim Convention Center , 800 West Katella Avenue, Anaheim  
20 Slots available for Moderna

|       |       |       |       |       |       |
|-------|-------|-------|-------|-------|-------|
| 08:45 | 09:30 | 09:45 | 11:45 | 12:15 | 12:30 |
| 12:45 | 13:00 | 13:15 | 13:30 | 13:45 | 14:00 |
| 14:15 | 14:30 | 14:45 | 15:00 | 15:15 | 15:30 |
| 15:45 | 16:15 | Less  |       |       |       |

Schedule Appointment

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To reschedule your appointment, click the "Reschedule Appointment" button.

Please note, appointments are only available one or a few days at a time, and you cannot book further out than what is currently available based on vaccines supplied to the county. There may be only one day in advance available at a time.


If it's your second vaccination round, **be sure that the location you choose for your rescheduled appointment carries the same vaccine as your first dose.**

If you need to cancel your appointment, simply click the cancel button. Then, click to confirm from the popup.

**Current Vaccination Status : VACCINE ROUND 1 SCHEDULED**

**Nghia Phan's Appointment Details (Vaccination Round 1)**

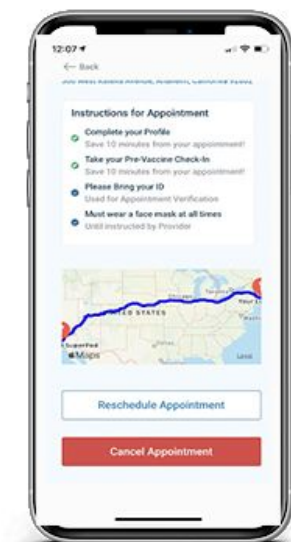
|   |                            |   |                             |
|---|----------------------------|---|-----------------------------|
| Site Name<br>Soka University, 1 University Drive, Aliso Viejo | Appointment ID<br>865F1775 | Appointment Date<br>Saturday March 06, 2021 | Appointment Time<br>9:45 AM |
|---|----------------------------|---|-----------------------------|



Re-Schedule Appointment

Cancel Appointment

**Vaccination Journey Detail**



## Step 4. Your Vaccination Appointment

### What you will need to complete this step

- Complete your pre-vaccination assessment
- Othena-provided QR code in app or email
- Provide consent in app

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Othena will send you a reminder of your appointment. There is a pre-screening questionnaire. **You can save time on vaccination day if you complete the questionnaire before your appointment.**

When you check in at your appointment, show the QR code located in the Othena app. This can be found by selecting your appointment and the “I Have Arrived” option. Provide your consent to be vaccinated by signing the Othena consent screen.

Afterwards, you will be vaccinated. Following your vaccination, use Othena to monitor and record any side effects. Othena will send you reminders of your second vaccination appointment for the two-stage vaccines.

If you ever want to show proof of vaccination, you can add Othena’s QR code and the CDC-approved COVID-19 Vaccination Record Card to your digital wallet.

