



# Covid-19 Vaccinations for all MFT staff

Over 50,000 people have already had a COVID-19 vaccine at our MFT clinics. Getting your vaccination helps protect you, your family and those you care for from serious illness.

All staff should now have received an email invitation to book their vaccine. Please check and if you have any issues accessing email, speak to your manager.

## How to get your vaccination

- 1 Search for your email invitation, including checking your Junk folder. This will come from the Empactis email address **Health** health@absencemanager.uk.com and the title will be '[EXTERNAL] CV-19 Vaccination Programme – Register'. If you use multiple email addresses for work, please check all.
- 2 Use Google Chrome to paste the link (not Internet Explorer)
- 3 Select 'Health' and if you are a Manager (top right) change to 'Employee'
- 4 Fill in the questionnaire and consent page
- 5 Book your slot, using the drop-down menu to view appointments across sites.

**Vaccines are available across several sites. Please check booking invite for available time slots and locations.**

If you do not have an email address or email access, ask your line manager to help gain access to book.

If you have not received an email invitation and have tried everything above, please contact

**[AskAbsenceManager@mft.nhs.uk](mailto:AskAbsenceManager@mft.nhs.uk)**

For all other information about the Covid-19 vaccine search **COVID-19 Vaccine** on the intranet/extranet. If have any concerns, please speak to your line manager or Employee Health and Wellbeing.