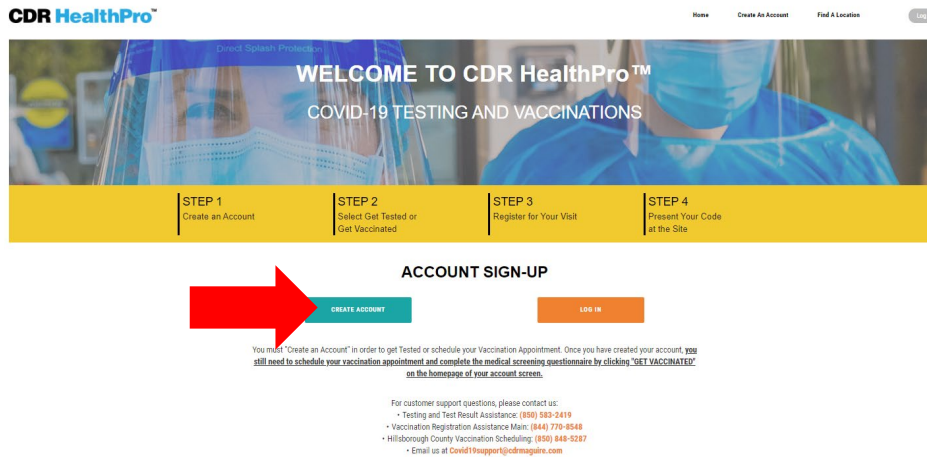
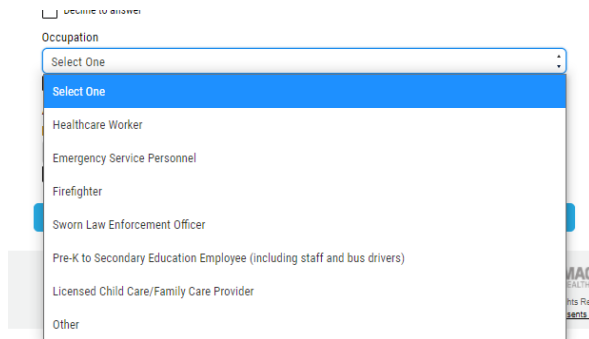


Create a CDR Account & Make an Appointment for a Minor

1. Go to the website **patientportalfl.com**
2. Click on **Create Account** if you do not have an account
 - a. If you do, skip to Step 11
3. The PARENT/GUARDIAN will need to create an account for yourself, AND then add in the minor that needs the vaccination

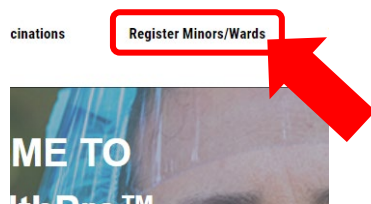


4. Complete the contact information
5. Complete the demographics
6. You need to select an Occupation
 - a. If your occupation is not listed, select Other



7. If you are deemed Medically Vulnerable or Extremely Vulnerable, select Yes or No
 - a. If you select Yes, you must present the required completed DOH Extremely Vulnerable form - the completed form will NOT be returned to you
8. Complete the insurance section
9. Complete the required acknowledgements
10. Click Sign-up

11. Click on **REGISTER Minors/Wards** at the top of the page

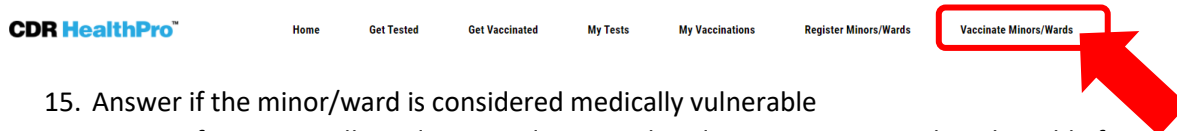


12. Enter the demographic information for the Minor/Ward

a. Please note that the parent or legal guardian's contact information will be used

13. Complete the required acknowledgments on behalf of the minor/ward

14. Click on Vaccinate Minors/Wards at the top of the page



15. Answer if the minor/ward is considered medically vulnerable

a. If Yes, you will need to provide a completed EO-21-47 Extremely Vulnerable form completed by a licensed physician

i. This form will not be returned to you

16. The site may ask if you have an entry code

a. Select NO

b. Select Orange from the drop-down list

i. If Orange is not listed, then there are no appointments available – an appointment cannot be made at this time – check back later

c. Click Next

A screenshot of the 'Do you have an Entry Code?' section on the CDR HealthPro website. The 'No' button is selected. Below it, a dropdown menu labeled 'Please Select a County' shows 'Orange' selected. A red speech bubble points to the dropdown menu. The speech bubble contains the text: 'If you are unable to make an appointment you have not met the minimum requirements to make an appointment OR there are NO appointments available.'

17. Select the Orange County Convention Center location and click Next

18. Select your date and time for the 1st appointment

a. The 2nd dose appointment is automatically scheduled for 21 days from your first appointment

19. You will receive an email or text (depending on how you set up your notifications) with your QR code for your appointment. This is what a QR code looks like.

