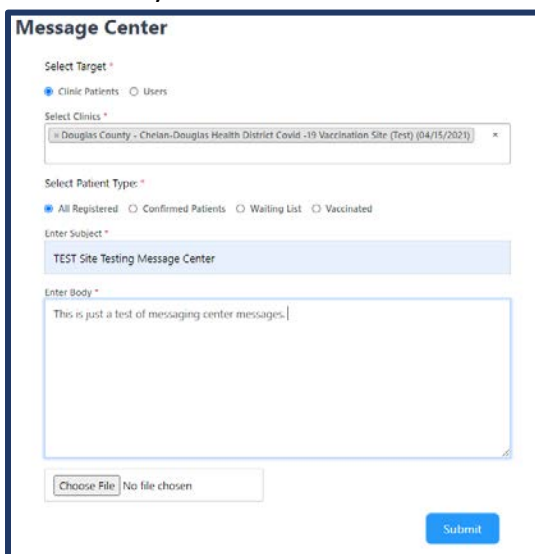


PrepMod: Washington State's Mass Vaccination System

How to Send Messages to Patients

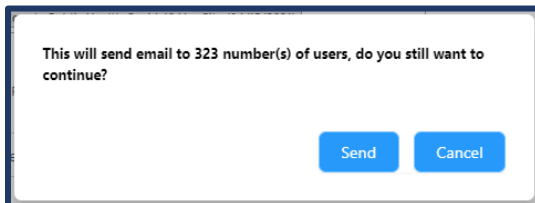
Sending a Group Message

1. Click the Message Center tab from the PrepMod home screen.
2. Select the clinic with the list of patients you want to contact.
3. Select who you want to contact and enter the email subject and body.



The screenshot shows the 'Message Center' interface. It includes a 'Select Target' section with radio buttons for 'Clinic Patients' (selected) and 'Users'. Below is a 'Select Clinics' dropdown menu showing 'Douglas County - Chelan-Douglas Health District Covid-19 Vaccination Site (Test) (04/15/2021)'. The 'Select Patient Type' section has radio buttons for 'All Registered' (selected), 'Confirmed Patients', 'Waiting List', and 'Vaccinated'. There is an 'Enter Subject' field containing 'TEST Site Testing Message Center' and an 'Enter Body' text area containing 'This is just a test of messaging center messages.'. At the bottom, there is a 'Choose File' button with 'No file chosen' text and a blue 'Submit' button.

4. Click submit when you're finished. A confirmation window will appear. Click Send.



The screenshot shows a confirmation dialog box with the text: 'This will send email to 323 number(s) of users, do you still want to continue?'. At the bottom, there are two blue buttons: 'Send' and 'Cancel'.

Default Emails

1. Patients receive an email from PrepMod automatically after they register for an appointment. The email is from no-reply@multistatep4p.com. Be sure to check the spam folder.

This message is to confirm that test C testy is scheduled for a vaccination appointment at:

Venue/Location: Chelan-Douglas Health District Covid -19 Vaccination Site (Test)

Address: Chelan-Douglas Health District, East Wenatchee, WA, 98802

Date: 04/15/2021

Time: 09:03 am

To reschedule your appointment, click [Reschedule](#)

To cancel your appointment, click [Cancel](#)

We look forward to seeing you!

Your Vaccination Provider

Please DO NOT REPLY TO OR SEND email to this address. Your message will not be returned. Please contact your vaccination provider.



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