



**Securely submit your information anytime, anywhere.**

**GET STARTED.** Download the free **BASIC Benefits Mobile App\*** and establish your username and password.



**Sign in.** Click on “Submit Your Info Now” and select the status you are reporting.

**Submit proof of vaccination:** Attach verification of approved vaccination record.

- List of approved vaccination records on page 2

**Submit test result:** Select “Positive” or “Negative” and attach testing results.

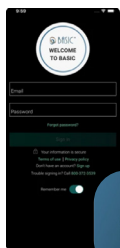
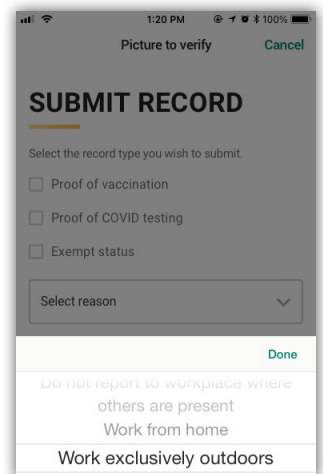
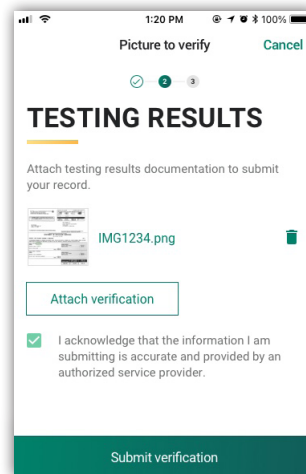
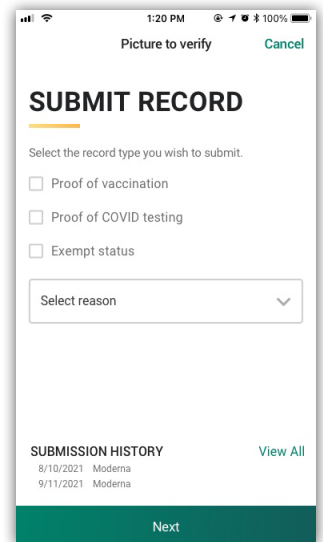
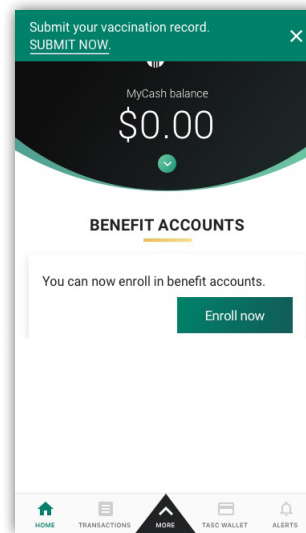
- List of approved COVID-19 results on page 2

**Submit exempt status:** Select your reasoning.

**That's it!** Your vaccination record or test result is now securely uploaded.

*Note: If you do not have access to a smart phone, please contact your employer / Human Resources Department.*

*When submitting proof of vaccination or testing results, you must also acknowledge the information you are providing is accurate and provided by an authorized service provider.*



**Download the free BASIC Benefits Mobile App\* to get started!**



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## Vaccination Information

What is an accepted vaccination in the United States?

	Vaccines Approved or Authorized by the US Food and Drug Administration	Vaccines listed for Emergency Use by the World Health Organization
Single Dose	» Janssen/J&J	» Janssen/J&J
Double Dose	» Pfizer-BioNTech » Moderna	» Pfizer-BioNTech » Moderna » AstraZeneca » Covaxin » Covishield » BIBP/Sinopharm » Sinovac

**Fully vaccinated means you are 2 weeks (14 days) after:**

- » Your dose of an accepted single-dose vaccine or second dose of an accepted 2-dose series
- » You received the full series of an accepted COVID-19 vaccine (not placebo) in a clinical trial
- » You received 2 doses of any “mix-and-match” combination of accepted COVID-19 vaccines at least 17 days apart

You are considered fully vaccinated on the 14th day after the vaccination series was completed. If you do not meet the definitional requirements, you are NOT considered fully vaccinated and will be required to test.

**Acceptable Proof of COVID-19 Vaccination:**

- » The record of immunization from a healthcare provider or pharmacy
- » A copy of the COVID-19 Vaccination Record Card
- » A copy of medical records documenting the vaccination
  - Vaccination certification with QR code as a medical record (EPIC/MyChart or Cerner/HealtheLife)
  - Digital copy of COVID-10 vaccination record or a COVID-19 vaccination certificate issued at a national or subnational level or by an authorized provider (e.g. CDC vaccination card or issued medical record)
- » A copy of immunization records from a public health, state, or tribal immunization information system
- » A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional(s), or clinic site(s) administering the vaccine(s).

## Testing Information

**What is acceptable proof of testing?**

Printed or digital record from a third party provider (e.g. doctor, clinic, pharmacy) indicating a COVID-19 test has been performed and the following information:

- » Provider performing test
- » Name of individual tested
- » Date of test
- » Type of test
- » Test result

If the test is self-administered, your employer may require it to be observed by an employer representative or telehealth provider, with name, title, and signature of observer also included.

**What is invalid proof of testing?**

Printed or digital record which lacks the required information:

- » SMS (mobile phone text) results from a free community testing site and/or drive-thru clinic
- » Results that do not show a valid test type or testing facility as required by your destination
- » Results that do not show your collection sample was taken within the required time frame

**Questions?** Call BASIC Customer Service at 800-444-1922, Press 1 (have your 12-digit Individual ID on hand)