

## Registering Patients in CDMS

Your patients will register via a link that you will distribute that directs them to your clinic to choose their appointment.

### Information for Patients registering via weblink:

1. Your patients will click the link you provide to them either via a web browser or cell phone. **\*Note the registration site is smart phone compatible.**
2. Patients will select the appointment time that works for their schedule from the open appointments from the schedule that was loaded into CDMS.

December 21, 2021

Time	Available Appointments	Select Time
05:40 PM - 06:00 PM	5	<input checked="" type="radio"/>
06:00 PM - 06:20 PM	5	<input type="radio"/>
06:20 PM - 06:40 PM	4	<input type="radio"/>
06:40 PM - 07:00 PM	5	<input type="radio"/>
07:00 PM - 07:20 PM	5	<input type="radio"/>
07:20 PM - 07:40 PM	5	<input type="radio"/>
07:40 PM - 08:00 PM	5	<input type="radio"/>
08:00 PM - 08:20 PM	5	<input type="radio"/>

3. Patients will then provide their demographic information into the system and answer the question to either consent or not to a COVID-19 vaccination. \*Note, anything with an optional next to it is not mandatory to be filled in.

**Recipient Information**

**First Name**

**Middle Name**  Optional

**Last Name**

**Address 1**

**Address 2**  Optional


**Postal Code/ZIP Code**

**City/Town/Locality**

**State/Province/Region**  ▾

**Phone Number**

**Email Address**

**Date of Birth**  

**Gender**  ▾

**For recipients under the age of 19, the mother's first and maiden (last) name must be provided.**

**Mother's First Name**  Optional

**Mother's Maiden (Last) Name**  Optional

4. Patients will be brought to a review page to change any information if needed

Please review your information and click Register to make your appointment.

^ Hide Details **Event**

**Event Name:** Test 12/21

**Event Date:** December 21, 2021 [Change](#)

^ Hide Details **Appointment Time**

**Time:** 05:40 PM - 06:00 PM [Change](#)

^ Hide Details **Recipient Information**

**Name:** Jnelle Oxford

5. They will scroll and click 'Register'

**Gender:** Female

**Date of Birth:** March 11, 1991

**Mother's Maiden Name:** [Change](#)

> See Details **Emergency Contact**


> See Details **Primary Care Provider**

> See Details **Screening Questions and Answers**

[Register](#)

- Patients will then go to the final screen where they can print their ticket and then will finish off by clicking done. \*Note, the ticket will also be emailed to the address they provided.

## Appointment Confirmation: CDMS Registration for the Test 12/21

 CDMS-NoReply@health.ny.gov  
To: Oxford, J'nelle (HEALTH)

 CDMS Registration Ticket.pdf 36 KB  
 CDMS iCalendar Appointment.ics 745 bytes

Thank you for scheduling an appointment for the

Test 12/21  
Located at  
Location Pd 1  
1047 Broadway  
Rensselaer NY, 12144  
on  
December 21, 2021 at 05:40 PM - 06:00 PM


Map & Driving Directions  
<http://maps.google.com/?q=1047+Broadway%2CRensselaer%2CNY%2C12144>

Please review the attached Registration Ticket confirming your appointment and bring a copy (printed or electronic) with you to the event.

Open or double click to import the iCalendar file into your email program.

Individual Cancellation: To cancel your appointment please click below  
<https://evalapps.health.ny.gov/doh2/applinks/cdmspr/2/counties?uid=43273&key=B6ACA6BADB41E348E053350FA8C0F8591>

✓Appointment Confirmation

 Reply

Thank you for scheduling an appointment for the

**Test 12/21**  
Located at  
**Location Pd 1**  
**1047 Broadway**  
**Rensselaer, NY 12144**  
On  
December 21, 2021  
05:40 PM to 06:00 PM

ded an email address, a detailed appointment confirmation including a registration ticket has been sent.

[Print Ticket](#)

*Do you need to schedule another recipient for your group?*

[Add Group Member](#)

*If you are finished select*

[Done](#)