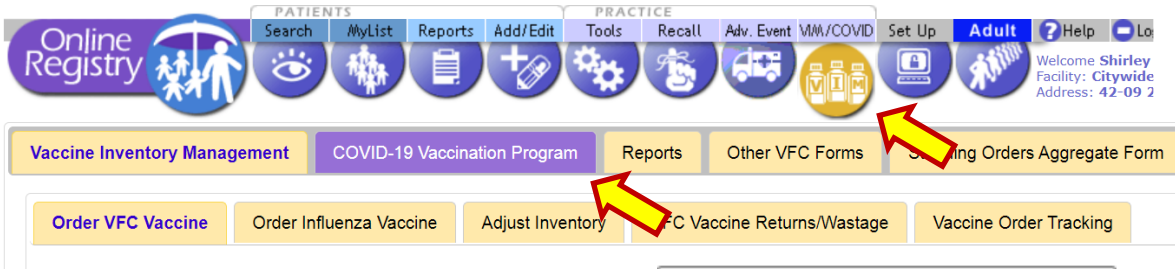
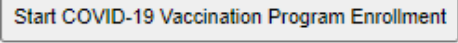
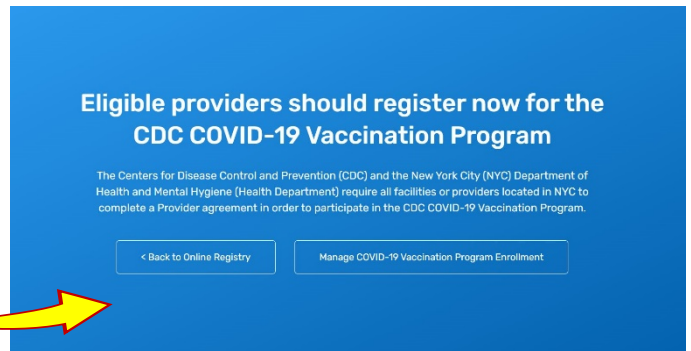
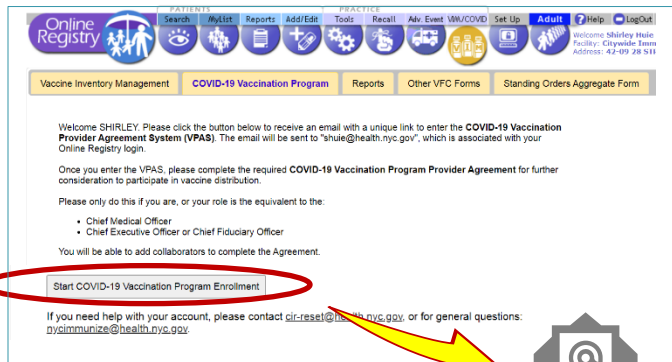


Please use Google Chrome while accessing these pages and forms for best results.

- To begin enrollment, a designated staff member should log on to the CIR Online Registry: [nyc.gov/health/cir](http://nyc.gov/health/cir).
- Next, navigate to the VIM/COVID icon and, select the "COVID-19 Vaccination Program" tab.



- The staff member will then click on this button:  to receive an invitation to the Vaccine Program Agreement System (VPAS).
  - The VPAS houses the COVID-19 Vaccination Provider Agreement and the Provider Profile.



- Staff can add additional collaborators to work on the documents via an email invitation.
- Hospital networks should complete a single COVID-19 Provider Agreement.
- VPAS users will need to add COVID-19 vaccine administration sites to the system so that separate Provider Profiles can be created for each location.

- After submission of the COVID-19 Vaccination Provider Agreement and Provider Profile, users can return to the system to add additional administration sites and make changes to the documents in VPAS by returning to: <https://nyc.vaccineagreement.org/>

### Need to create a CIR Online Registry account?

Please complete the forms listed below, then scan and email them to [cir-reset@health.nyc.gov](mailto:cir-reset@health.nyc.gov).

**For sites that are new or need to update their Site Security Administrator:**

- [Security Administrator \(User Manager\) Confidentiality Statement for Online Access and Acceptable Use Protocol \(PDF\)](#)
- [Security Administrator \(User Manager\) User ID/Password Request Form \(Facilities\) \(PDF\)](#)

**For sites that already have a Site Security Administrator:**

- [User Confidentiality Statement for Online Access and Acceptable Use Protocol \(PDF\)](#)