



Employee Update – September 9, 2021

The Office of Human Resources Management (OHRM) will issue periodic updates to Prince George's County Government employees. In each *Employee Update*, you'll find information and tips from OHRM, the latest COVID-19 information, and additional tips to support you.

In accordance with the Executive Order 19-2021, requiring employees to produce evidence of being vaccinated for COVID-19, please ensure you have a copy of your vaccination card or record. If not, please follow the process below to request your vaccination card by mail, in-person or online.

COVID-19 Vaccination Record Cards

If you received a COVID-19 vaccination, you likely also received a **COVID-19 Vaccination Record Card** that documents the:

- Date you received your dose(s),
- Type of COVID-19 vaccine you received (i.e., Johnson & Johnson, Moderna, or Pfizer), and
- Healthcare professional or clinic providing the vaccination (e.g., Walgreens, CVS, your doctor's office, or a community clinic).



A sample COVID-19 Vaccination Record Card

Obtain a Copy of Your Vaccination Record Card

Vaccination sites keep electronic records of all COVID-19 vaccines that have been administered.

If you lost or do not have a copy of your COVID-19 Vaccination Card, you can obtain a copy of the card by contacting the organization that gave you your vaccine (e.g., Walgreens, CVS, your doctor's office, etc.).

If you received your vaccination at one of the Prince George's County Health Department's vaccination clinics, and you need a copy of your COVID-19 Vaccination Record Card, please follow one of the following options.

Request a Vaccination Card

There are three options to request a vaccination card.

By Mail:

Email COVID19 VaxCard@co.pg.md.us to request a copy of your CDC vaccination card by mail.

In-Person:

Visit the Sports and Learning Complex (8001 Sheriff Rd, Landover, MD 20785) during [vaccination clinic operating hours](#) and request a card.

Online:

For an immediate copy of your record, register at <https://md.myir.net> to download your vaccination certificate.

If you should have any questions about your vaccination record, please contact the Health Department's Customer Service Desk at 240-825-8250.

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