These are bite sized resources about using VAMS in Vermont. Please review the quick guides for step by step instructions for different roles, and the videos for visual walkthroughs.

**Quick Guides**

- **On-Site Clinic Administrator and Pod Task Force Leader**: Information about the roles and adding users.
- **Health Care Professionals**: Information about logging a vaccination and viewing a recipient record.
- **Bulk Vaccination Upload**: How to record vaccinations in bulk after a clinic has occurred. This is for if you are unable to record in VAMS while vaccinating and need to switch to the downtime process.
- **IT Downtime Process**: Recording vaccination event information for when VAMS is not available and recording vaccinations after the fact.
- **Global Search**: How to search for a recipient and pull them into your clinic if they are in VAMS but not your clinic.
- **Inventory Manager**: Information about vaccine inventory including how to add and remove inventory.
- **Running Clinic Reports**: How to pull clinic data from your clinic. Please note this will have PHI attached.

**Videos**

- Setting up your VAMS account after being added to VAMS.
- Submitting a help ticket.
- Adding users to your clinic.
- Removing a clinic user.
- Searching for vaccine recipients.
- Adding vaccine recipients.
- Adding a recipient without information.
- Making a note on a vaccine recipient’s record.
- Adding inventory in VAMS.
- Removing active inventory in VAMS.
• **Recording a vaccination.**
• **Recording an additional dose beyond a 2-dose series or 1-dose series.**
• **Recording a flu vaccination.**
• **Recording a vaccination after the vaccination has occurred.**
• **Editing a vaccination record in VAMS.**
• **Canceling a vaccination event and why VAMS might not allow a vaccination to be recorded.**