

From: Boyer, William H <BOYERWH@EMAIL.LACCD.EDU>

Sent: Thursday, September 9, 2021 3:31 PM

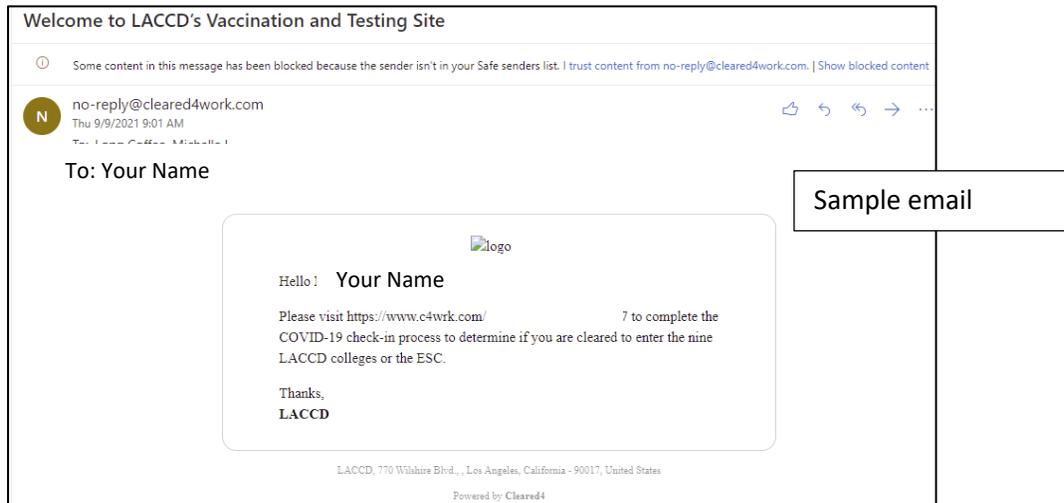
Subject: NEW STATUS UPDATE --- IMPORTANT UPDATE ON THE VACCINATION EMAIL AND PROCESS--PLEASE READ

Dear LACCD Employees:

Thank you for your patience and understanding as we roll out this important program for you. In follow-up to the brief message sent today, September 9, at about 2:55 p.m., and yesterday's message on the vaccination program rollout, please be advised that you should have also received by now a new message (today) from Cleared4 with the following email address and with the subject line:

no-reply@cleared4work.com

Welcome to LACCD's Vaccination and Testing Site



This is a legitimate message, please do not delete it. If you do not see the message in your regular inbox, look in your junk or spam folders as some employees have reported the message showed up there.

This same message was also sent via a text message to your mobile phone if the District has your cell number in SAP. Check there too, please.

The message from Cleared4 provides you with a unique link to the Cleared4 website for your use to set up your own unique account. **Do not share or forward your link to others.**

It has been brought to the District's attention that in some cases the Cleared4 link in the email does not work. We are working with Cleared4 to resolve this issue as well as some other technical issues.

If the link in your email does not work, try:

- Using a different browser if you have one available
- Copy and paste the link directly into your browser instead of just clicking on it
- Work from the text message on your mobile device if you received the duplicate message

Please note that Biocept is uploading the full schedule of testing dates and times for the colleges today. We want to thank everyone who is already scheduling their free appointment! All nine colleges and the District office will have testing sites available on a staggered schedule and you will be able to make an appointment at any site once they are all made available. **Biocept has shared with us moments ago that all sites and appointment schedules should be available today, so please check back later today or tomorrow if you have not been able to set up your first, baseline test which is required for all full- and part-time employees.**

If you cannot access your account at all, or if you did not receive a Cleared4 message (after checking various folders and your mobile device), please reply to this message and we will work with you as quickly as possible.

However, once you have successfully accessed the Cleared4 site to create an account, please contact the Cleared4 Help Desk at covidcolleges@biocept.com if you are having issues within their site or with your unique account. The LACCD IT Help Desk cannot respond to Cleared4 account issues.

We will continue to send you updates. Thank you for your attention and patience.

Best,
William H. Boyer

Director of Communications & External Relations

LOS ANGELES COMMUNITY COLLEGE DISTRICT

CITY / EAST / HARBOR / MISSION / PIERCE / SOUTHWEST / TRADE-TECH / VALLEY / WEST

770 Wilshire Boulevard, Ninth Floor, Los Angeles, CA 90017

Direct: (213) 891-2247 | Cell: (213) 317-6691 | www.laccd.edu

