



# DHA Appointing Portal (DAP) Quick Reference Guide

Use this guide to help you book your COVID-19 vaccine appointment using the DAP Portal.

## Step 1: Read the terms in the U.S. government Information Systems (IS) agreement.

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests - not for your personal benefit or privacy.

Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Click the green button under the terms to consent and continue.

## Step 2: Choose Your State, Installation, and Vaccine Location

**DHA** DHA Appointing Portal (DAP)

This site is designed to allow you to choose the nearest COVID-19 immunization site and request an appointment. Please select the geographical location you wish to start your search in.

- Alabama
- Alaska
- Arizona
- Arkansas
- Belgium
- California
- Colorado
- Connecticut
- Delaware
- District of Columbia
- Florida
- Georgia
- Germany
- Guam
- Hawaii
- Illinois
- Indiana
- Italy
- Japan
- Kansas
- Kentucky
- Louisiana
- Maine
- Maryland
- Massachusetts
- Mississippi
- Missouri
- Montana
- Nebraska
- Nevada
- New Jersey
- New Mexico
- New York
- North Carolina
- North Dakota
- Ohio

First, choose your state.

**DHA** DHA Appointing Portal (DAP)

These are the installations available within the geographic region you selected. Please select an installation to find an immunization site ...

- Camp Lejeune
- Fort Bragg
- Marine Corps Air Station (MCAS) Cherry Point
- Seymour Johnson AFB

Next, choose your closest installation. (You may have more than one option.)

**DHA** DHA Appointing Portal (DAP)

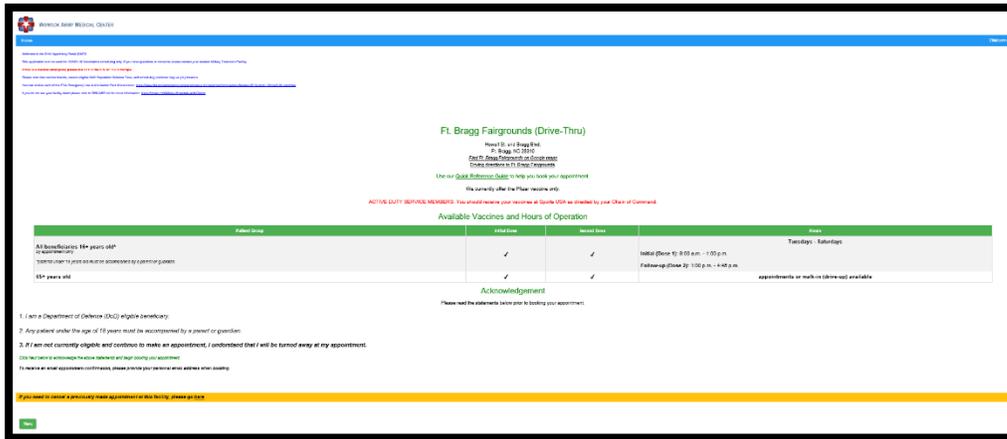
These are the installations available within the geographic region you selected. Please select an installation to find an immunization site ...

- Camp Lejeune
- Fort Bragg
- Marine Corps Air Station (MCAS) Cherry Point
- Seymour Johnson AFB

Finally, choose your vaccine appointment location offered by your chosen installation. (You may have one or more options.)

### Step 3: Vaccine Location Landing Page

View general information about your booking location, how to cancel your appointment, and other helpful information.



### Step 4: Choose Your Appointment Type

Home

Vaccines manufactured by Pfizer and Moderna require two doses to be fully effective. Johnson & Johnson vaccines only require one dose. If you have **never** received a COVID-19 vaccine before (regardless of manufacturer), please select **Initial Dose**. If you have already received a first/initial dose of either Pfizer or Moderna, please select Second Dose.

Please select from one of the following options ...

- COVID-19 Vaccine - Initial**  
(Select this option if you have never had a COVID-19 vaccine before)
- COVID-19 Vaccine - Second Dose**  
(Select this option if you have received your initial COVID-19 vaccine and it requires a second dose)
- COVID-19 Additional Dose**  
(Select this option if you need a COVID-19 booster vaccine.)
- Annual Flu Vaccine**  
(Select this option to schedule your annual flu vaccine.)

To book your 1st dose, choose **Initial Dose**.

To book your 2<sup>nd</sup> dose, choose **Second Dose**.

To book your booster dose, choose **Additional Dose**.

To book your annual flu vaccine, choose **Annual Flu Vaccine**.  
(Flu vaccine appointments may not be available at all vaccine locations.)

**Second Dose Appointments:** Provide initial dose information.

**Fields with an asterisk\* are required.**

You are requesting a second dose of the COVID-19 vaccine. Please tell us who manufactured the first dose you received and when you received it.

\* indicates a required field

\* Who manufactured the first dose?

- Pfizer
- Moderna

\* Date of first vaccine (mm/dd/yyyy)

Click **Next** to continue and choose your appointment type.

## Additional (Booster) Dose Appointments: Provide second dose information.

Fields with an asterisk\* are required.

Home

You are requesting an additional COVID-19 vaccine. Please answer the following ...

\* indicates a required field

\* Are you considered moderately or severely immunocompromised?

Yes

No

\* Who manufactured the last dose?

Moderna

Pfizer

\* Date of your last vaccine (mm/dd/yyyy)

Next

This helps determine spacing dates of for the additional dose. Immunocompromised patients can book a booster dose as soon as 30 days after the second dose. Healthy persons in select groups seeking a booster dose can book a booster dose as soon as 6 months after the second dose.

Currently no booster dose is recommended for Moderna patients. Additional dose for immunocompromised is authorized.

Click **Next** to continue and choose your appointment type.

Home

The CDC recommends that you schedule your second vaccine dose on or after 3/4/2021

Next

If you try to book your second or additional dose too early, you will see a similar message. You will still be able to book an appointment.

Click **Next** to continue to the calendar.

## Step 5: Find Available Appointments

Active appointment date boxes are indicated in teal.

**NOTE:** A date box will remain teal even if there are no available appointments left for that day.

Home

Choose an appointment

Highlighted calendar days indicate where appointments may be available. Please click on the day number to select it.

May 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Friday 5/21/2021

Please note that not all longer available are displayed.

08:00	08:15	08:30	08:45
09:00	09:15	09:30	09:45
10:00	10:15	10:30	10:45
11:00	11:15	11:30	11:45
12:00	12:15	12:30	12:45
13:00	13:15	13:30	13:45
14:00	14:15	14:30	14:45
15:00	15:15	15:30	15:45

Unavailable appointment times are grayed out and disabled.

Available appointments will be darker.

## Step 6: Enter Your Information

Fields with an asterisk\* are required.

You are requesting a COVID-19 immunization appointment for your first dose on 5/21/2021 @ 12:00. Please fill out this form and press the 'Submit Request' button below to complete your request.

\* indicates a required field

Have you ever received care at this facility before?  
 Yes  
 No

\* First Name

\* Last Name

Gender

\* DOB ID Number (this is the 10 digit number on your ID card)

Date of Birth (mm/dd/yyyy)

Rank / Grade

Duty Position / Unit

Affiliation

\* Phone #

\* Email Address (please use a real email address)

\* What is your preferred method of contact?  
 Phone Call  
 Email  
Primary Care Manager (if known)



Click **Next** when you are finished.

## Step 7: Appointment Confirmation

After you submit your request, you will see an appointment confirmation message with your appointment date and time and a link to add your appointment to Outlook (if available).

 WOMACK ARMY MEDICAL CENTER

Home Thank You

Thank you. Your appointment has been made for 3/5/2021 @ 09:15.

If you would like to download this appointment to your calendar, please click [HERE](#)

This space is reserved for Click enterprise messages shared across all sites

Thank you for scheduling your COVID-19 vaccine at Ft. Bragg Fairgrounds (Drive-Thru)

Howell St. and Bragg Blvd.  
Ft. Bragg, NC 28310  
[Find Ft. Bragg Fairgrounds on Google maps](#)  
[Open driving directions to Ft. Bragg Fairgrounds.](#)

*Please print this confirmation page for your records.*

**Bring to your appointment:**

- A U.S. government-issued ID
- Your COVID-19 vaccine card (Second doses only)
- [Pre-Screener form](#)
- [Screening and Documentation form](#)

**Call 910-90-VIRUS for appointment questions or concerns.**

To cancel your appointment, please return to the Sports USA landing page through the vaccine scheduler and use the link provided in the yellow banner at the bottom of the page.

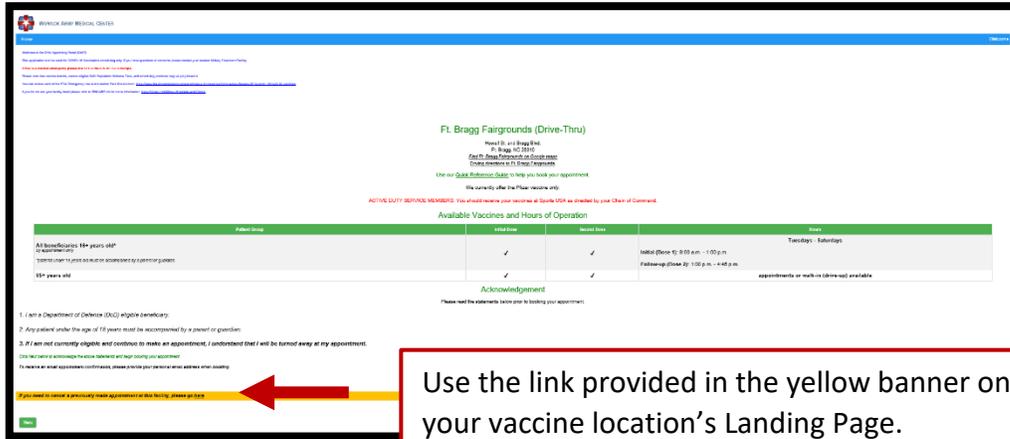


Please take note of your appointment time and any other information that may be provided.

# CANCEL YOUR APPOINTMENT

If you need to cancel your appointment, access the COVAXX vaccine scheduler and choose the same options you used before to find your vaccine location's Landing Page.

## Step 1: Access Your Vaccine Location's Landing Page



**Ft. Bragg Fairgrounds (Drive-Thru)**  
1001 S. 4th Street  
Ft. Bragg, NC 28541  
Ft. Bragg Fairgrounds (Drive-Thru)  
Click here to go to the location page

Use our [Quick Reference Guide](#) to help you book your appointment.  
We currently offer the Pfizer vaccine only.

**ACTIVE DUTY SERVICE MEMBERS:** You should receive your vaccine at South USA as directed by your Chain of Command.

Vaccine Group	Available	Hours of Operation	Notes
All beneficiaries 16+ years old (Active/Retired)	✓	✓	Initial (Dose 1): 8:00 a.m. - 1:00 p.m. Follow-up (Dose 2): 1:00 p.m. - 4:00 p.m.
16+ years old	✓	✓	appointments on walk-in (drive-thru) available

**Acknowledgment**  
\*Please read the statements below prior to booking your appointment.

- I am a Department of Defense (DoD) eligible beneficiary.
- Any patient under the age of 18 years must be accompanied by a parent or guardian.
- If I am not currently eligible and consent to make an appointment, I understand that I will be turned away at my appointment.

Do not share or otherwise reuse information on this page or appointment.  
To ensure an easy appointment confirmation, please arrive 15 minutes prior to your appointment.

**If you need to cancel a previously made appointment at this facility, please go to:**

Use the link provided in the yellow banner on your vaccine location's Landing Page.

## Step 2: Submit Your Information

Fields with an asterisk\* are required.

To cancel a previously scheduled appointment, please enter your information below. Any appointment(s) that match your information will be canceled.

\* indicates a required field

\* First Name

\* Last Name

\* DoD ID Number

\* Date of Birth (mm/dd/yyyy)

When you are finished, click **Submit Request**. Any appointments that match the information provided are cancelled.