# Flu and COVID-19: Submitting Proof of Vaccination

**BON SECOURS MERCY HEALTH**

## Introduction

Bon Secours Mercy Health is committed to protecting the health and well-being of our associates and the patients and communities we serve. The single best way to protect these groups is through immunization.
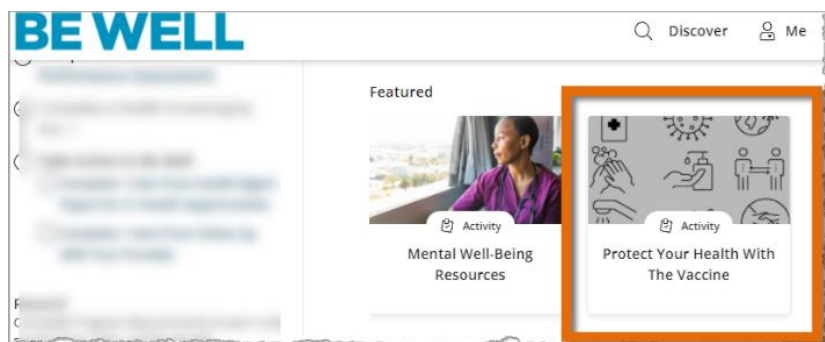
## Completing and Submitting Proof of Vaccination

**Associates who receive their vaccine from an Associate Vaccine Clinic <u>do not need</u> to submit proof of vaccination.**
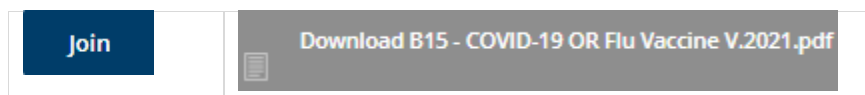
Associates who receive their vaccine from a BSMH provider, external provider, or retail pharmacy must submit proof.

To download, print and submit the Vaccine Completion Form:

1. Click here or visit BSMHBeWell.com.

2. Click the **Protect Your Health With The Vaccine** activity tile under the "Featured" section of your Be Well home page.
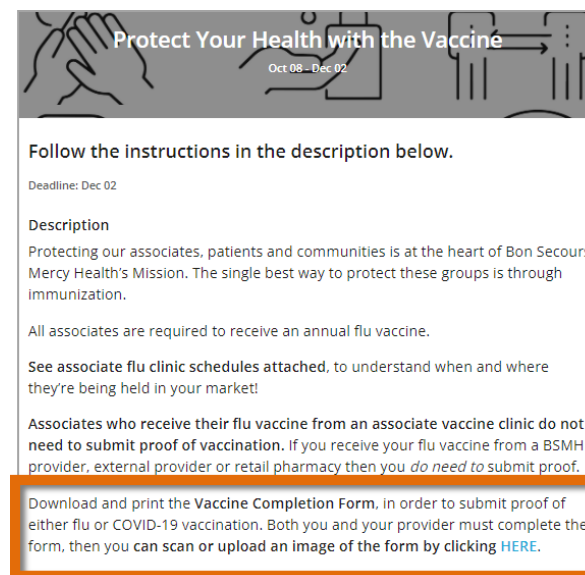


3. Read the information on the page and then click the **Join** button at the bottom of the page. Click the **Download B15 – COVID-19 or Flu Vaccine** PDF form, print it, complete it, and take it with you to the clinic to have it signed by your provider or vaccine administrator.



4. Scan it or take a picture of it and do one of the following to upload and submit it:

- Click the **Here** link on the Protect Your Health with the Vaccine page. **Note**: If you are not seeing the information on the page, click the "Info" link at the top-right of the screen and then click the "Leave Activity" button (or view it in the side-panel).





- Go to: https://bsmhbewell.adurolife.com/submission

- Fax it at 866.877.7095

## Help

For questions about the vaccine, call the Associate Services Center at 877-692-7780 weekdays 8 a.m. – 4:30 p.m. ET. For questions about navigating the activity tile, downloading, or submitting the form, call Be Well Support at 855-376-6474, Monday – Friday 9 a.m. – 9 p.m. (ET) or email, BeWellSupport@adurolife.com