

Let's Talk About COVID-19

A COVID-19 Prevention Community Workshop

Additional Documents

Updated: May 2024

Table of Contents

All materials are available on the Arkansas Immunization Action Coalition website:

<https://www.immunizear.org/vaccine-workshop-toolkits>

- I. **Sample Workshop Flyer**

- II. **Sample Press Release**

- III. **Sign-in Sheet**

- IV. **How to Arrange for Someone to Give COVID-19 Vaccines**

- V. **Photo Release Form**

- VI. **Workshop Leader's Summary Survey (online)**

Let's Talk About COVID-19

What: A workshop on how to prevent COVID-19

Who: Everyone who wants to avoid COVID-19

When: _____

Where: _____



[add local org.
logo here]

NEWS RELEASE

For Immediate Release:

[month, day, year]

Community Invited to COVID-19 Prevention Workshop on *[DATE]*

(City, Ark.)— The *[name of hosting organization]* will hold a COVID-19 prevention workshop on *[day of the week, month, date, at time]*. The workshop will be held at *[location details.]* All groups and individuals who are interested in learning more about preventing the spread of COVID-19 within our community are welcomed to attend.

The workshop will feature information on how to keep families healthy from COVID-19 and common questions and concerns about COVID-19 and the vaccines. *[INCLUDE INFORMATION ABOUT refreshments, if available, and any other facility-specific information as needed.]*

COVID-19 is still a threat to families in Arkansas. However, there are steps individuals and communities can take to prevent or lessen the impact of COVID-19.

For more information, please contact *[Name, phone number or email]*.

###

Let's Talk About COVID-19

Sign-In Sheet

Date:

Location:

Workshop Leader:

	Participant Name (first and last)	Ethnicity (African American, White, Hispanic, Asian, Pacific Islander, Native American, etc.)	Age
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Participant information will only be used for data collection and research purposes.

	Participant Name (first and last)	Ethnicity (African American, White, Hispanic, Asian, Pacific Islander, Native American, etc.)	Age
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			

	Participant Name (first and last)	Ethnicity (African American, White, Hispanic, Asian, Pacific Islander, Native American, etc.)	Age
26.			
27.			
28.			
29.			
30.			
31.			
32.			
33.			
34.			
35.			
36.			
37.			
38.			
39.			
40.			

How to arrange for COVID-19 vaccines to be given at a Let's Talk About COVID-19 workshop

It would be ideal if COVID-19 vaccines could be given at the end of your workshop to any participants who are eligible. There are several ways for workshop leaders to make these arrangements.

Here are some options:

1. Call a local pharmacy and invite them to come to your workshop to give COVID-19 vaccines.
 - a. In Arkansas, pharmacists can give COVID-19 vaccines to anyone 3 years of age and older. However, some pharmacies may not stock COVID-19 vaccines for all age groups.
 - b. Most pharmacies accept Medicare, as well as most other insurance plans.
 - c. Most pharmacists are specially trained in vaccinations and will be able to answer specific questions about COVID-19 vaccines and which vaccines they offer.
 - d. Be sure to ask which vaccine(s) the pharmacy plans to offer at the event and for which age groups.
2. Ask a medical clinic in your community if they would be willing to come to your workshop to give COVID-19 vaccines.
 - a. Most clinics accept Medicare, as well as most other insurance plans.
 - b. People in your community group may know someone or work at a local clinic and can help you arrange for COVID-19 vaccines.
 - c. Be sure to ask which vaccine(s) the clinic plans to offer at the event and for which age groups.

If you are not able to arrange for COVID-19 vaccines to be given at your workshop:

- Encourage participants to get a COVID-19 vaccine at their local pharmacy or physician's office.
- Before the workshop, check to see if your local health unit has a COVID-19 vaccine clinic scheduled. If they do, let participants know.
- Participants may also be able to receive a COVID-19 vaccine at their Local Health Unit.

NOTE: Most insurances cover COVID-19 vaccines. If a participant does not have insurance, please direct them to the nearest Local Health Unit to receive a COVID-19 vaccine.



Leader's Summary Survey (online)

After your workshop, please complete the Workshop Leader's Summary Survey (online). This is to help us keep track of data related to the workshops.

Leader's Summary: : <https://www.surveymonkey.com/r/covid19-leader-summary>

