

## OVERVIEW

If you have submitted your Vaccination Card information in the VAX Verify system you can view your information imported in Workday by following the steps below.

If the data is **incorrect**, please contact your [HR Partner](#).



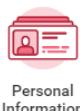
**Note:** If you have submitted your Vaccination Card information in the VAX Verify system, **you will NOT see** the “Update Vaccination Data link in the External Links menu.

## External Links

[Update Vaccination Data](#)

## VIEW YOUR VACCINATION CARD

1. Select the Personal Information application.



Personal Information

2. Click on the **View My Vaccination Data** link under the “View” menu.

[View My Vaccination Data](#)

3. The information listed is what was imported from the VAX Verify system or what you uploaded in Workday.

The screenshot shows a table with a dark red header. The header contains the title 'View My Vaccination Data' and a 'More' button. Below the header, there are two icons: a grid icon and a PDF icon. The table has a total of 4 columns: 'Vaccination Declaration', 'Last Vaccination Date', 'Signature Confirmation', and 'Note'. There is 1 item listed. The data in the table is as follows:

Vaccination Declaration	Last Vaccination Date	Signature Confirmation	Note
I am fully Vaccinated	05/18/2021	Yes	If the Vaccination Data is incorrect, please contact your HR Partner.

Below the table, there is a 'Turn off the new tables view' toggle switch, which is turned on. There are also several icons for table navigation and filtering.