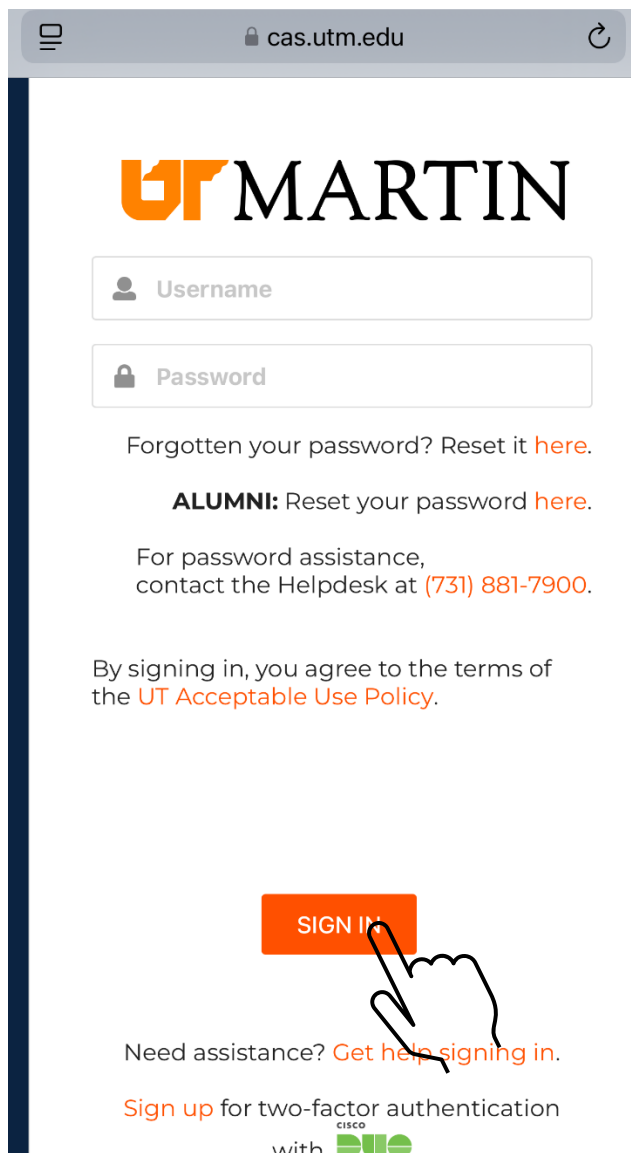# How to upload your immunizations to the UTM Student Wellness Portal
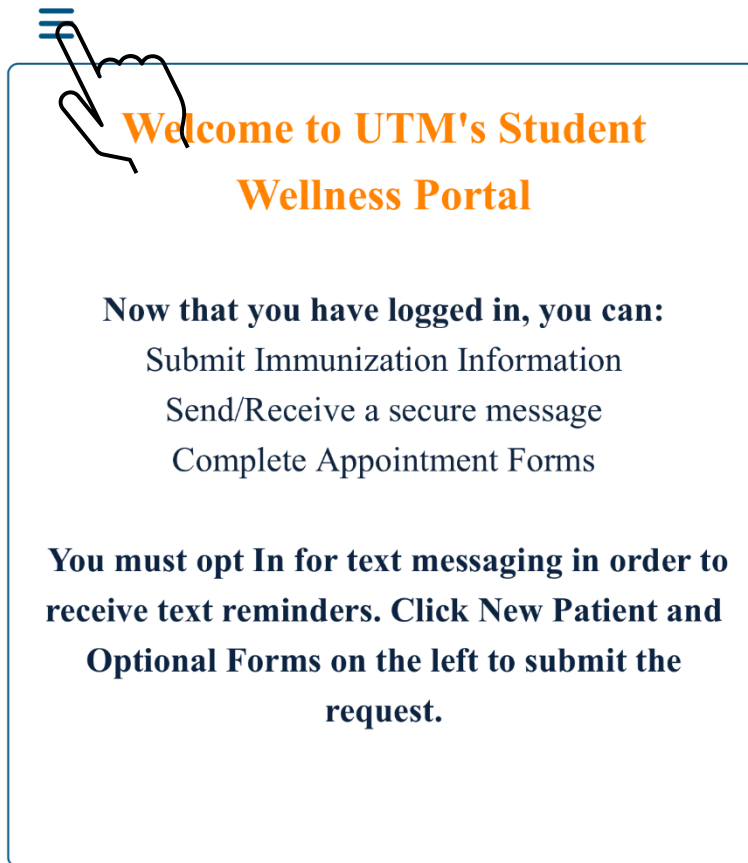
1. To get started, open your browser and visit utm.medicatconnect.com

2. Log in with your UTM ID and Password. Click Sign In.
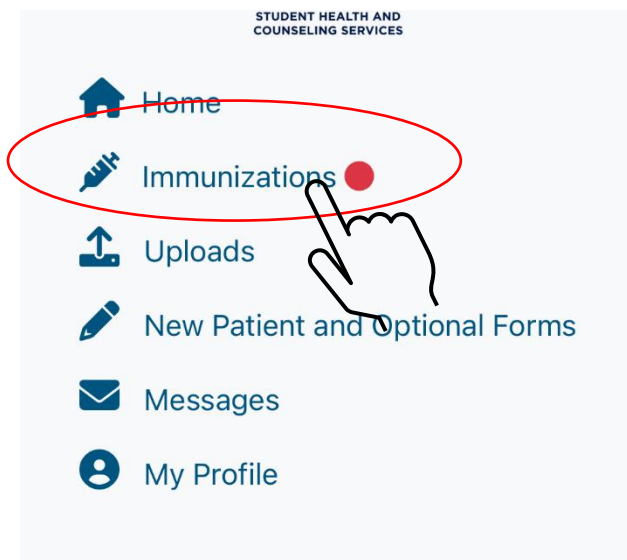3. You may need to accept the Duo Push notification on your phone.

4. Once logged in to the Student Wellness Portal, click the three lines on the left upper corner.

Welcome to UTM's Student Wellness Portal

Now that you have logged in, you can:
Submit Immunization Information
Send/Receive a secure message
Complete Appointment Forms

You must opt In for text messaging in order to receive text reminders. Click New Patient and Optional Forms on the left to submit the request.

5. Click on the Immunizations link.

STUDENT HEALTH AND
COUNSELING SERVICES

🏠 Home

💉 Immunizations 🔴

⬆️ Uploads

✏️ New Patient and Optional Forms

✉️ Messages

👤 My Profile

6. This page is where you will see required and recommended vaccinations at UTM. You can upload the vaccination or titer under each specific vaccine.

7. Select the appropriate item from the drop-down menu and enter the date(s) of the vaccine and/or titer that applies to you. **Continue entering dates until all dates have been entered** *before* **clicking submit.**

MMR

Please select one from list below:

MMR Vaccine ⌄

| Date | mm/ | 📅 | Date | mm/ | 📅 |

Varicella ⌄

Meningitis ⌄

MMR

Please select one from list below:

Measles Titer ⌄

A Copy Of The Lab Test Result Must Be Uploaded.

mm/dd/yyyy 📅

Result

Varicella ⌄

8. Once all dates from your immunizations or titers are entered, click on the blue **submit** button located at the bottom leftof the drop-down menu.

9. After clicking the blue submit button, it will take you to the Uploads page to upload any necessary supporting documentation (vaccination records, titers, waivers, etc.)

Upload documentation for the following immunizations:

MMR Vaccine received on 01/01/2000

MMR Vaccine received on 01/01/2001

Varicella Vaccine received on 01/01/2000

Varicella Vaccine received on 01/01/2001

Mengingococcal Conjugate Vaccine (MenACWY, Menactra, Menveo, Menquadfi) received on 01/01/2020

Please only upload one copy of the document

Upload Documents

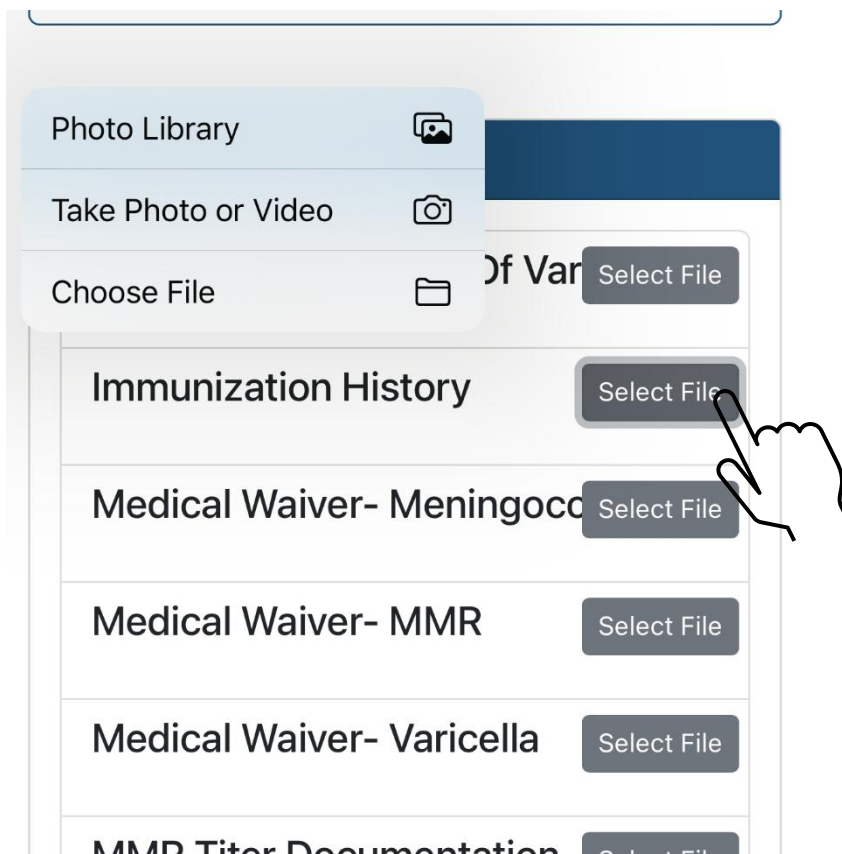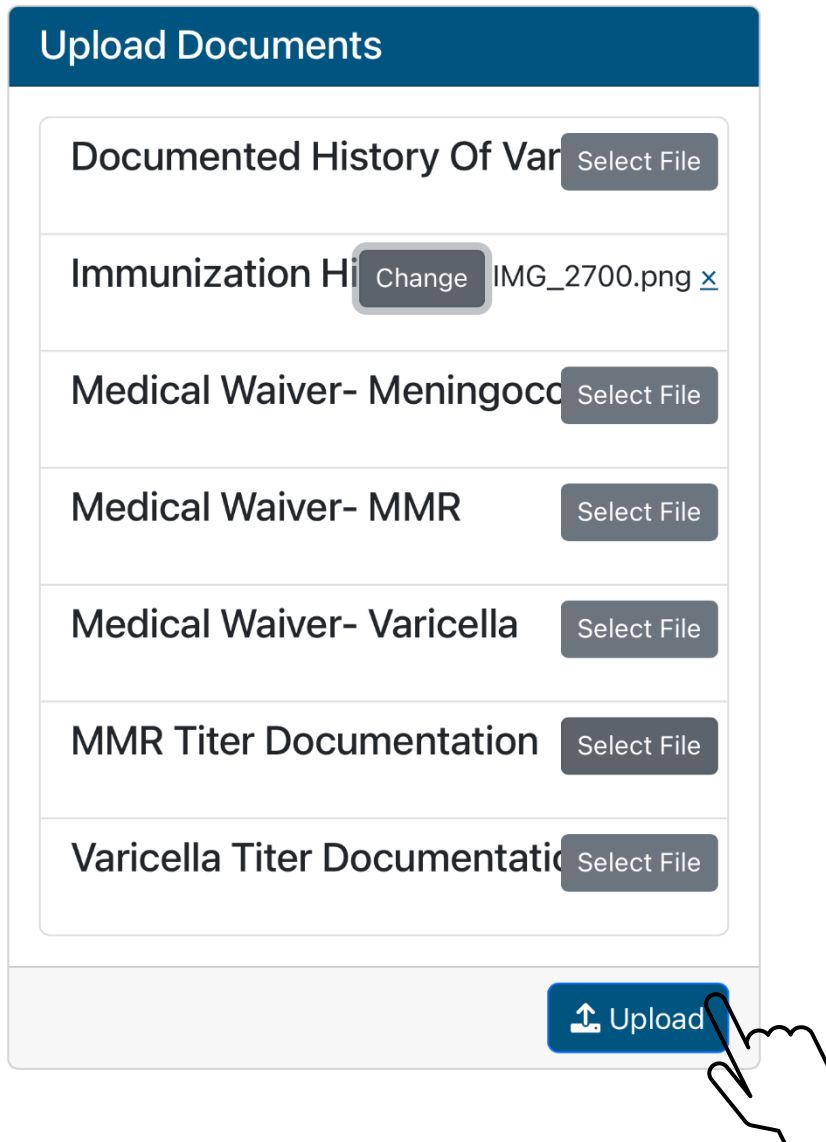|	
Documented History Of Var	Select File
Immunization History	Select File
Medical Waiver- Meningoco	Select File
Medical Waiver- MMR	Select File
Medical Waiver- Varicella	Select File

10. **If you do not upload a copy of the supporting documentation, we will not be able to verify your immunization or titer information, and your provided dates will not be saved.** If your dates do not match your

immunization record, your immunizations will not be considered acceptable.

11. On the Upload screen, you will see a list of available documents. Select the one(s) that applies to you. Click "select file" and begin the upload process. Upload your picture from the appropriate place on your mobile device.

12. After selecting the appropriate document, click Upload.

Upload Documents

Documented History Of Var	Select File
Immunization Hi	Change IMG_2700.png ×
Medical Waiver- Meningoco	Select File
Medical Waiver- MMR	Select File
Medical Waiver- Varicella	Select File
MMR Titer Documentation	Select File
Varicella Titer Documentatic	Select File

⬆ Upload

13. Once you have uploaded your document(s), it will take you back to the home page. The Student Health and Counseling staff will be notified there are new items to review. It may take up to three business days for your immunization dates and documentation submission to be reviewed.