



## DENSO COVID-19 Record System

# DENSO COVID-19 Record System

*Voluntarily Upload Information for Healthy Horizons Vaccinated Discount*

The DENSO COVID-19 Record System is now available. This Qualtrics database will serve as DENSO's third-party record-keeping system for vaccination verification or alternative documents like medical accomodation forms.

### I AM VACCINATED. HOW DO I QUALIFY FOR THE HH VACCINATED DISCOUNT?

- **Gather your documents:** You need an electronic copy of your vaccination card (and for your spouse, if applicable) and your DSC-ID.
- **Scan the QR Code or Visit [DENSOBenefits.com](https://DENSOBenefits.com):** Any smartphone or web-enabled device will link to the Record System.
- **Validate:** Enter DSC-ID, birthdate and the last four digits of your social security number.
- **Designate:** Enter your preferred email address.
- **Enter Associate Information:** Answer vaccination questions, including date, type, and manufacturer lot number of vaccination(s), then upload a photo or scanned copy of the front of your vaccination card.  
*Note: Boosters are not required to qualify for the 2022 discount, but you may optionally enter those details now.*
- **Enter Spouse/Partner Information (if applicable):** Benefits has provided an eligibility file to Qualtrics, so if you cover a spouse or partner, the system will autopopulate your covered spouse or domestic partner details. Fill in their vaccination details and upload a photo or scanned copy of their vaccination card.
- **Confirm:** You will receive an email from [DENSO\\_Vaccine@qualtrics-survey.com](mailto:DENSO_Vaccine@qualtrics-survey.com) once your submission has been received, and again once it has been reviewed.



### I REQUIRE AN ACCOMODATION. HOW DO I QUALIFY FOR THE HH VACCINATED DISCOUNT?

- **Gather your documents:** Visit [DENSOBenefits.com](https://DENSOBenefits.com) to download a Request for Medical or Religious Accomodation form. Medical Accomodation Forms need to be signed by a physician, and can then be loaded into COVID-19 Record System and reviewed by Benefits. Completed Religious Accomodation Forms go to Human Resources (Team Member Solutions/Associate Relations).

- **Scan the QR Code or Visit DENSOBenefits.com:** Any smartphone or web-enabled device will link to the Record System.
- **Validate:** Enter DSC-ID, birthdate and last four digits of social security number.
- **Designate:** Enter your preferred email address.
- **Enter Associate Information:** Answer the questions, then upload a photo or scanned copy of your doctor-signed Request for Medical Accomodation form.
- **Enter Spouse/Partner Information (if applicable):** Benefits has provided an eligibility file to Qualtrics, so if you cover a spouse or registered domestic partner, the system will autopopulate information about them. You can enter vaccination details for one person and a medical form for the other.
- **Confirm:** You will receive an email from DENSO\_Vaccine@qualtrics-survey.com once your submission has been received, and again once it has been reviewed.

## RECORD SYSTEM QUESTIONS

- **Who has access to the information in the COVID-19 Record System?**  
At this time, the North America Benefits team will manage the system; any reporting or records from the system shared outside of the Benefits team will not include individual data. If the federal OSHA Emergency Temporary Standard (ETS) moves forward, the Record System is capable of managing uploads of testing records by unvaccinated associates. This also means vaccinated associates will not have to verify their vaccination information a second time to meet the federal mandate. The Safety, Health & Environment (SHE) team will then receive system access to manage OSHA-required information.
- **If I don't finish the first time, do I have to start over?**  
No. The system retains your most recent submission based on login information.
- **What is the deadline?**  
If your submission is complete and approved by 12/15/21, your first 2022 paycheck will reflect the HH Vaccinated discount. You will qualify for a full year discount if you verify vaccination(s) before February 1, 2022, but the premium discounts will be credited in a future paycheck. Unlike other benefit changes, you can start receiving the discount the month after you (and your spouse, if applicable) verify vaccination anytime in 2022.
- **What is my DSC-ID?**  
This 10-or 11-digit number is a combination of your location code and associate ID (sometimes called badge number or clock number). It is the same number you use to log into Oracle for Benefits Open Enrollment or online training. See your local HR if you need assistance with your DSC-ID.
- **I lost my vaccination card. What are my options?**  
Documentation can be a CDC COVID-19 Vaccination Record Card or a World Health Organization (WHO) Vaccine Record Card. Acceptable alternatives are documentation from a health care provider or a state/local health department.
- **I am a new associate. How should I use the COVID-19 Record System?**  
If you are not yet enrolled in DENSO benefits, contact your local Benefits representative. They will help you navigate the system if you would like to qualify for the HH Vaccinated discount.
- **My spouse and I both work for DENSO. How should we use the system?**  
The associate who enrolls in the benefits plan is responsible to upload documentation for both them and the covered spouse/partner using the process

outlined above. The associate who is not the health plan enrollee is also encouraged to validate their vaccination in the system separately so DENSO has an accurate record of associate vaccination rates. However, this is not required.

## CONTACT

Email [Regional Benefits](#) or contact your local Benefits representative.



Read Online

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*This has been shared with DENSO Associates in the United States with a DENSO Email Address. If you supervise associates without DENSO email, please share this information with them.*