



**To:** MRTQ Registry Members

**From:** Pam Prevost, Registry Manager, Maine Roads to Quality Professional Development Network

**Date:** March 8, 2021

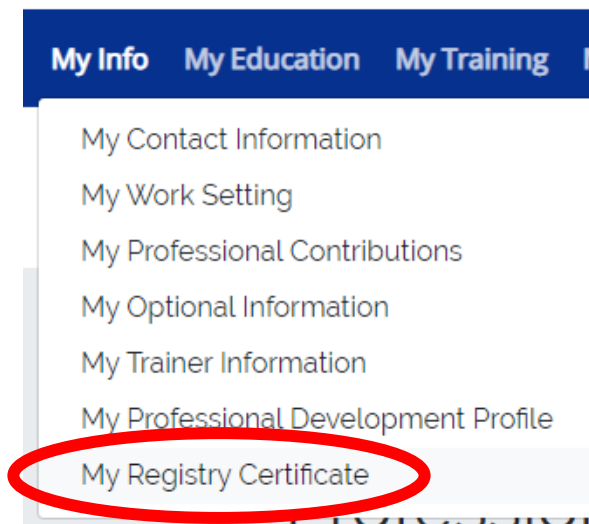
**Subject:** MRTQ Registry Certificates for COVID-19 Vaccine Eligibility for Child Care Practitioners and Staff

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You are receiving this memo as a follow-up to the recent announcement from the Department of Health and Human Services, Office of Child and Family Services regarding the use of Maine Roads to Quality (MRTQ) Registry Certificates as verification of eligibility to receive a COVID-19 vaccine. According to the memo, *"On March 3, 2021 Governor Mills aligned Maine's vaccination plan with the recent federal directive to make eligible pre-K-12 school staff and licensed child care providers, regardless of age. Accordingly, an estimated 36,400 school staff and 16,000 child care staff have become immediately eligible under this directive."*

All current active MRTQ Registry Members are now able to access their MRTQ Registry Certificate directly through their Registry login. Individuals can download their certificate from the Registry to present via their phone. Members can also print a copy of their MRTQ Registry Certificate with the DHHS Logo as verification of employment at a licensed child care facility or family child care to authorized retail pharmacy partners at the time they receive their COVID-19 vaccine.

Active MRTQ Registry members should log in to their Registry account, click on the "My Info" Tab, and select the "My Registry Certificate" option:





**A note of clarification regarding Director Access** – because the MRTQ Registry is for individual practitioners, each practitioner will need to complete their own online MRTQ Registry application. Individuals will need to present their MRTQ Registry Certificates at their vaccine appointment. Directors/owners with Director Access are able see the employees listed for their program(s), and can remove those practitioners who are no longer employed at their program.

Additional information:

- If you are currently an MRTQ Registry member and have forgotten your password, please visit the Registry Login page at: <https://mrtq-registry.org/Account/Login> and click on "forgot your password?" and you will be prompted to reset your password.
- Staff who are not MRTQ Registry members can apply online at <https://mrtq-registry.org/>. It is free to join the MRTQ Registry. **New MRTQ Registry applications will be processed in the order in which they are received.** All **new** MRTQ Registry Members receive a "Welcome Packet" via email that will include their MRTQ Registry Certificate.
- For directors and owners who would like more information on Director Access, please visit our website at: <https://mrtq.org/registryresources/>

If you have any questions regarding the MRTQ Registry Certificate to meet COVID-19 vaccination requirements for child care professionals and staff, please email Pam Prevost, Registry Manager at [pamela.prevost@maine.edu](mailto:pamela.prevost@maine.edu).

For questions regarding COVID-19 vaccinations, please visit the State of Maine's COVID-19 Vaccination Website at: <https://www.maine.gov/covid19/vaccines>.

Thank you for your patience as we work to make this process accessible to all eligible individuals. We are happy to support the vaccination of early childhood and out-of-school time practitioners as essential members of our communities.

Sincerely,

A handwritten signature in black ink that reads "Pamela S. Prevost".

Pamela S. Prevost, MS Ed.  
Registry Manager, MRTQ PDN