The Ohio State University Wexner Medical Center
COVID-19 Crane Swabbing Station Scheduling Information

Link: [https://www.picktime.com/osuwmccraneswabbingstation](https://www.picktime.com/osuwmccraneswabbingstation)

- **Roles Needed:** Please see COVID-19 OneSource page for desired role descriptions
- The Block O is the home button.

**How to Sign-up for a Shift:**

1) **Do not Sign-up or Log-In**, these steps are not necessary.  
2) Under **Choose a Location**, select the role you would like to sign-up for  
3) Click the time you want to sign-up for  
4) Click the locations name (this will be the same location as #2)  
5) Click the date you want to sign-up for  
   a. The remaining number of slots display in green.  
6) Enter your contact information, you will only need to do this one time  
   a. First name  
   b. Last name  
   c. Med Center User ID or Name.# (for non Med Center staff)  
   d. Typical Work Role (ex: RN, PCA, MA, etc.)  
   e. Email Address  
   f. Phone number  
7) Click **Book Appointment**  
8) To sign-up for additional shifts, click the “Book Another Appointment” button located at the bottom of the screen. Your information will pre-populate on subsequent shifts.  
9) If you need assistance or to cancel, contact Renee Hennes directly (614-293-9963 or Renee.Hennes@osumc.edu)

**COVID-19 Crane Screening Station Location**
Jameson Crane Sports Medicine - parking lot  
2835 Fred Taylor Drive