

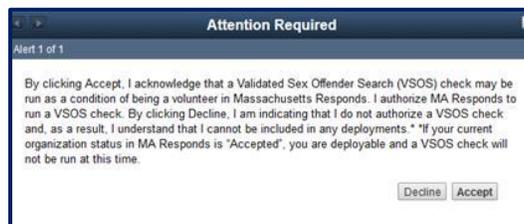
Massachusetts Region 4B MRC

Volunteer Registration Reminders

- Affiliate with the MA Region 4B MRC by clicking on the link to “add organizations” and selecting “MRC”, then “Region 4B – Greater Boston”, then “MA Region 4B MRC” from the organization selection drop down menu.



- Make note of your chosen username and password. If you forget your credentials, you can use the link on the MA Responds homepage to retrieve this information.
- After filling in all of the required information on the registration page, click the “next” button at the lower right to create your MA Responds account and accept (authorize) a VSOS check.



- Click on the “My Profile” tab and review all subsections. Be sure to enter all contact information (NO P.O. Boxes), Date of Birth, and SSN in the “Identity” section. (Note that SSN data is encrypted.)
- Enter all contact numbers at which you would like to receive MA Responds notifications in the “Contact” section. Note that you must add an “SMS/Text Message” contact number in order to receive text message notifications.
- Enter any licensing information related to your occupation in the “Occupations” section so that this information can be verified.
- Be sure to visit the “Background Check” section to complete any remaining information necessary for processing your background checks. Then, print and sign your CORI form before 1.) having your identification verified by a notary or an official from your local Health Department and 2.) submitting the CORI form to DPH for processing. If you intend on using your local Health Department for the ID verification, please make sure to call ahead and schedule an appointment.