

# Registering to Receive POD Alerts from SERV SD

THANK YOU for your interest in serving your local Points of Dispensing (POD) response team!

This guide will show you how to register with SERV SD, the State Emergency Registry of Volunteers. **This system is CRITICAL to PODs for activation in response to an emergency**, or to coordinate training, meetings, or other key activities related to the POD. The registration process is straight forward, like registering for an account with many other websites. **NOTE: The guide below is not step by step or exhaustive but simply helps you select the correct alert bucket when joining to receive alerts. Registration only takes about 5 minutes, typically.**

NOTE: This guide assumes you have not registered. If you already have an account with SERV SD, please login and edit your existing organizations by following similar steps below from within your profile settings area after you've logged in. If you've forgotten your credentials, you may reset them through the SERV SD website, using the QR Code or links below.

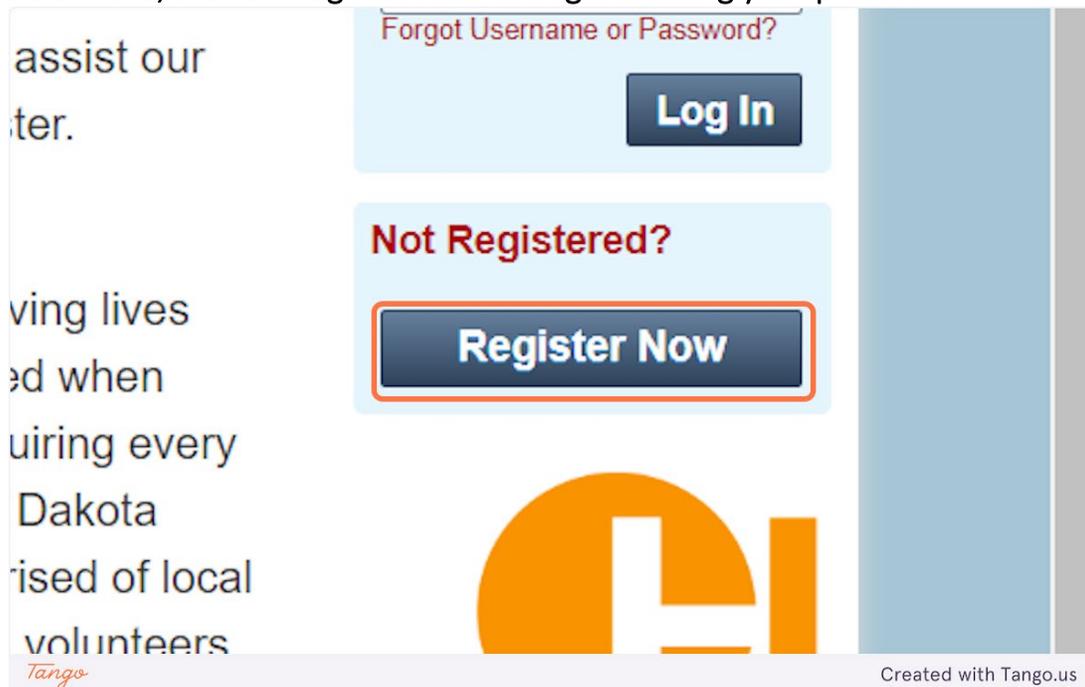


**REGISTER WITH YOUR PHONE!** Scan QR Code with your camera phone to go directly to the SERV SD website to begin following along at step #1 below! You may visit the address on a computer or phone internet browser at <https://volunteers.sd.gov/>

Serv SD will be monitored by the South Dakota Department of Health. For questions or concerns please email [Servsd@state.sd.us](mailto:Servsd@state.sd.us)

1. Once at the SERV SD home page, on the right-hand side locate the login area.

Below this, click on Register Now to begin creating your profile.



2. Click on Add Organizations

④ We recommend the latest version of [Microsoft Edge](#), [Mozilla Firefox for Mac](#) or [Mozilla Firefox for Windows](#). Please see your browser's help file for more information.

## Organizations

Organizations represent official groups that you have affiliation with as a SERV S member. You can add organizations to your profile.

**+ Add Organizations**

Organization(s):

## Account Information

Creating an account is the first step in the Statewide Emergency Registry of Volunteers in South Dakota.

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3. Expand "Community Points-of-Dispensing Groups Organization."

**Organization Selection**

Click arrow to expand organization lists.

- COVID-19 Vaccinations
- Community Emergency Response Teams Organizations
- Community Points-of-Dispensing Groups Organizations**
- Dakota Amateur Radio Network- Emergency Communications Group O
- Fatality Management
- Healthcare Professionals Organizations
- Healthcare Students Organizations
- Non-Medical Volunteer
- South Dakota Dental Association-Forensic Dental Team Organizations

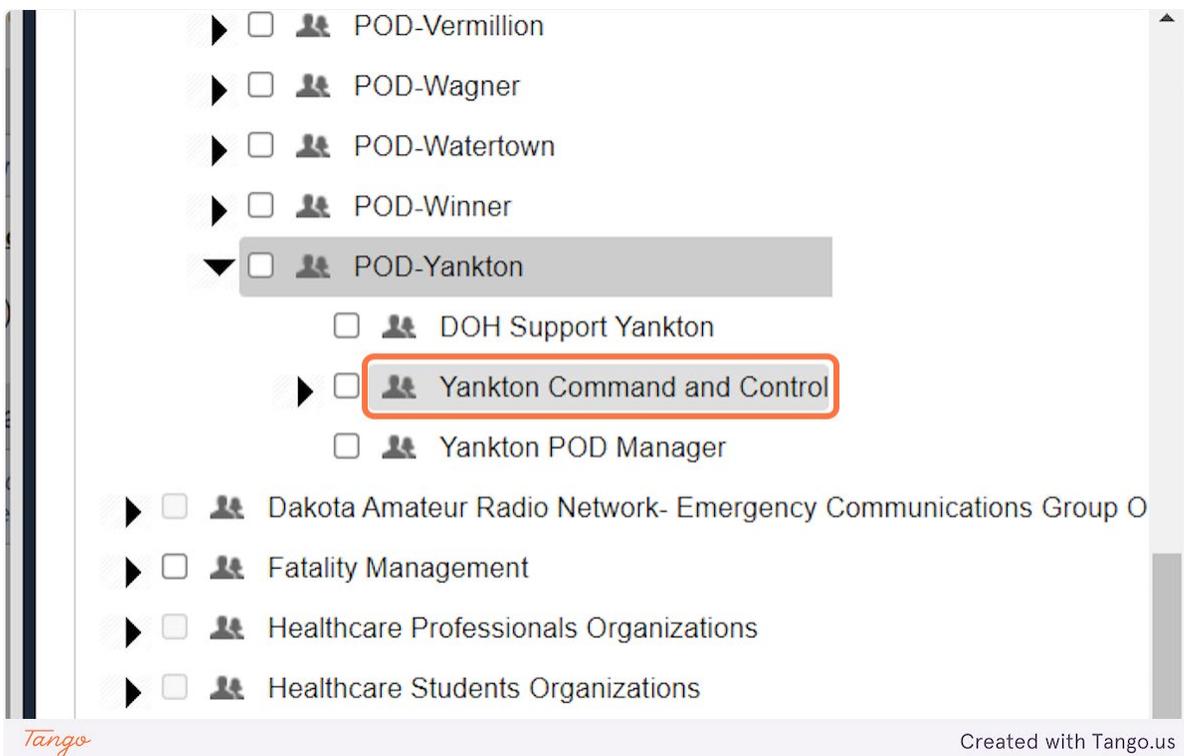
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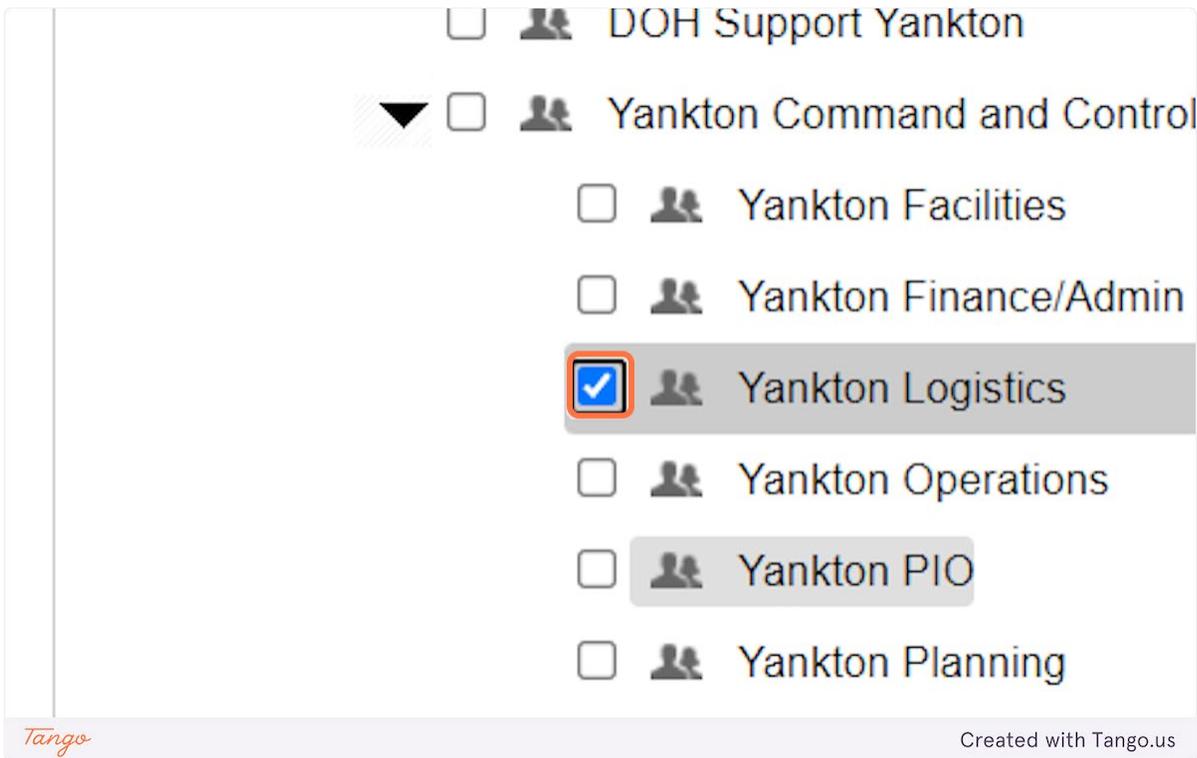
4. Expand the POD-Community name appropriate for your POD.



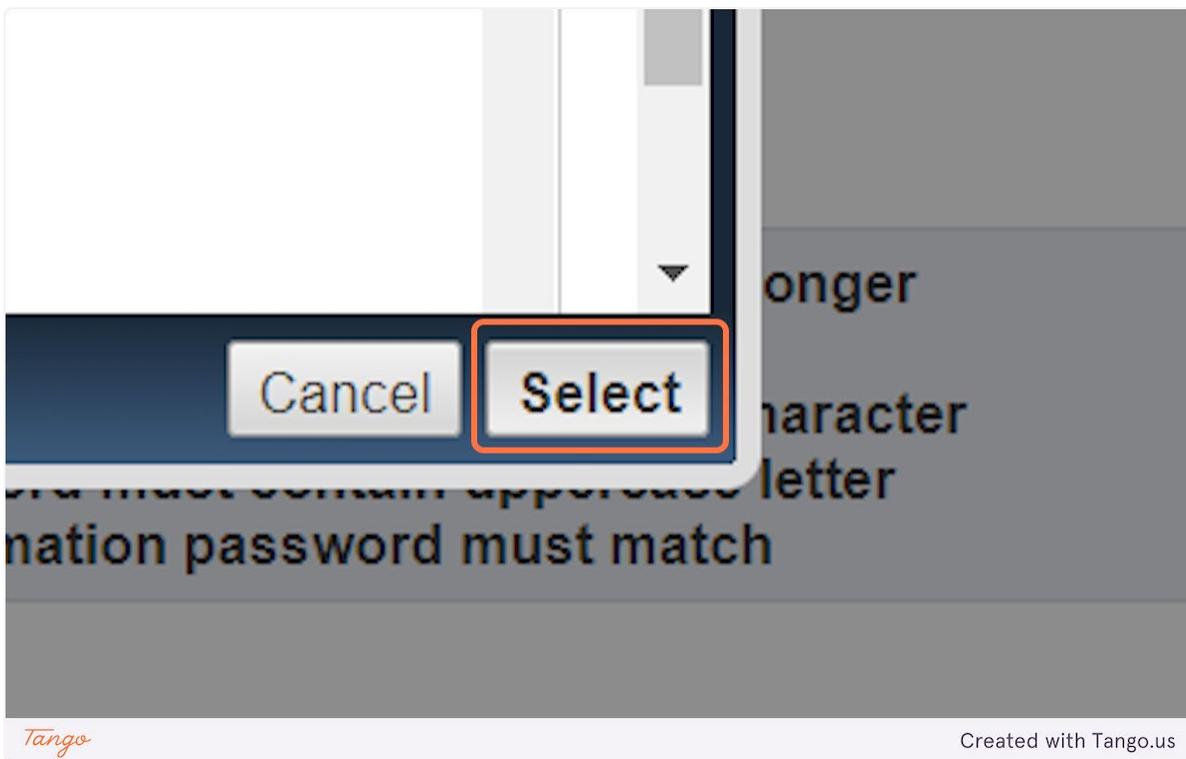
5. Under that, expand "COMMUNITY Command and Control."



6. Place a checkmark next to the position you are volunteering to fill. Your POD Manager is the best person to help define this if you're not sure, but SDFMC can assist as well.

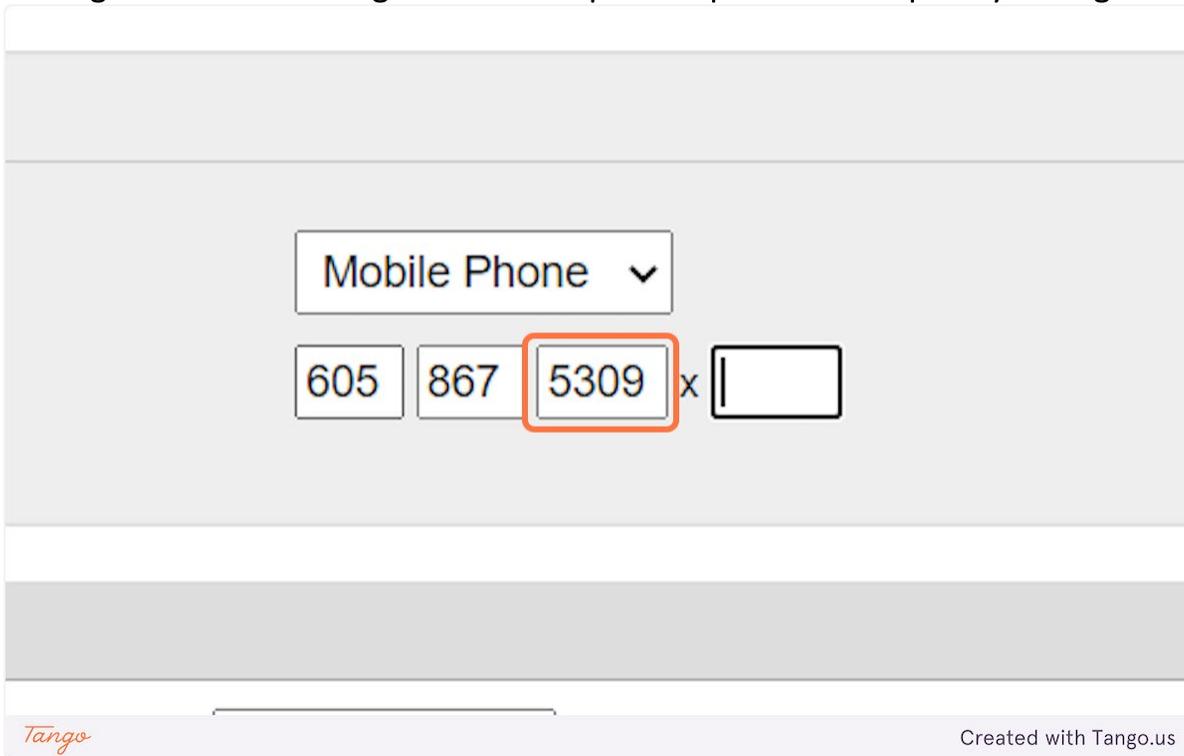


7. Click "Select" to save your selection. Then continue through the remaining fields filling out any required fields, such as name, email address, and other contact or credential information.



8. Enter, at minimum, a phone number where you'd like to receive calls regarding your POD's activities. Text message and email alerts are also supported, if configured. Please continue through

the registration form using the standard profile options to complete your registration.



The image shows a registration form for a mobile phone. At the top, there is a dropdown menu labeled "Mobile Phone" with a downward arrow. Below this, there are four input fields for a phone number: "605", "867", "5309", and an empty field. The "5309" field is highlighted with an orange border. To the right of the "5309" field is a small "x" icon and another empty input field. At the bottom left of the form is the "Tango" logo, and at the bottom right is the text "Created with Tango.us".

An email confirmation will be sent to you after registration is complete. Quarterly call down drills should begin coming to you regularly in a couple months. Drills occur on Tuesdays-Thursdays around 9:00 AM. To complete the drill, users must listen to the message and then hit 1 at the end to acknowledge receipt. **Text message and email options are available and allow you to acknowledge receipt silently with a single click or reply.**

Please pay close attention to any alerts regarding potential activation, exercising, or other pertinent activities regarding your local POD.

**Thank you for your service to South Dakota through your local POD!**