



Dear De La Salle Community,

On Wednesday, October 7th from 7:30 a.m. to 3:30 p.m. De La Salle will provide on-campus testing for COVID-19 to members of the De La Salle community. Future testing will be scheduled and announced as needed. Testing will take place on our campus. We are working with PMH Laboratory and Agile Force, Inc. to provide this service. All testing is voluntary but we very strongly encourage you to take advantage of this opportunity. **Testing is open to students and family of students, as well as employees and family of employees.** We are constantly reviewing California orders regarding regular testing programs required for schools and will be implementing future testing as needed.

Below you will find a summary of the process, directions to sign-up, and forms which contain important information you should review prior to signing up for a testing appointment.

Process Summary

COVID-19 Testing (both viral and antibody, at your option) will be offered. COVID-19 testing is covered and paid for under the federal CARES Act and the vendor will bill your insurance carrier (including Blue Shield and Kaiser), so you will be asked to **bring a copy of your insurance card** with you. You can also be tested even without insurance. **IN ANY CASE, THERE WILL BE NO COST TO YOU** although you may receive a notice from your insurance carrier after testing.

The process will be as follows:

Sign-Up: You must sign-up via the online scheduler to make an appointment. The online scheduler will send reminders to each participant by email and text message 24 hours and 2 hours prior to the scheduled appointment. Currently, the calendar allows for (1) appointment per time slot. We will monitor the calendar and adjust to allow for additional appointments, if needed.

Testing Day: On the day of the clinic, a nurse will ask for your insurance information, completed paperwork, and then will collect a nasal swab sample for the RT-PCR test and a small blood sample for the antibody test. You **do not** need to have both tests, but both will be available.

- [Click Here to Schedule COVID Testing](#)

IT IS CRITICAL YOU BRING THE FOLLOWING FORMS ALREADY FILLED OUT ON TEST DAY (Otherwise testing may be delayed). The forms will be provided to you once you schedule a test.

- Copy of the front and back of your insurance card
- Completed COVID-19 Patient Test Request Form
- Completed Venous Consent Form (if you are requesting antibody testing)
- This form is optional: Authorization to Disclose COVID-16 Diagnosis form.

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After Testing: The sample(s) will be sent to the laboratory to process and results will be sent to our local health department; individual participants will be able to access results through the PMH Laboratory website after 3 business days from the date of the testing. No further actions will be required if results are negative. If the results are positive, a representative from the lab will contact you and a consultation can be scheduled with a lab scientist or doctor to review the results and next steps.

The testing lab (PMH Laboratory, Inc.) will provide an aggregate report to the school that will only show the number of negative results and positive results for those tested. If you would like as your employer to know your individual results, then you will need to sign the attached Authorization to Disclose form. Importantly, you are not required to sign this Authorization to Disclose form.

If you complete the Authorization to Disclose form, then De LaSalle will be contacted by the lab regarding a positive test result with the names of any employees who consent to disclose. The benefit to school of having employees sign the form is that it will make contact tracing much easier for those who test positive. If you choose not to sign the authorization form, then you will be contacted directly by the lab if you have a positive result and you will be encouraged (not required) to self-report.

Thank you,

The De La Salle High School President's Cabinet