Effective as of December 2, 2020

HOW TO REGISTER FOR ASYMPTOMATIC COVID-19 TESTING

UCI employees working on-site, including graduate students, postdocs, and research assistants, are invited to participate in a voluntary asymptomatic COVID-19 testing program which begins on Monday, December 7, 2020. UCI has launched this program because the University of California Office of the President has recommended that all UC campuses conduct random COVID-19 PCR testing of asymptomatic employees. This program will supplement current testing of all symptomatic employees and is consistent with the asymptomatic testing program offered to students living on campus.

To participate, you must schedule a testing appointment as indicated below and bring a photo ID. Employee testing will occur only at Bren Events Center (check-in at West Lobby) or the Division of Continuing Education (DCE) – Yosemite Room.

How to Schedule Your Recurring Weekly Appointment

- Log in to the Student Health Patient Portal with your UCINetID and password.
- Select “Appointments” on the left navigation sidebar.
- Click on “Schedule an Appointment”.
- Select “COVID-19 Testing” – click “Continue”.
- Select “Staff COVID Testing” – click “Continue”.
- Note the testing locations that are available to employees – either the Bren Events Center (Bren) or the Division of Continuing Education (DCE).
- Select “COVID-19 Testing – Bren and Continuing Education 1” – click “Continue”.
- Confirm your contact information (email address; local telephone; local address) – click “Continue”.
- Enter your callback number (required in case the staff from the Center for Occupational and Environmental Health (COEH) or the scheduling staff within Student Health need to contact you regarding the appointment you are scheduling) – click “Continue”.
- Schedule your first and recurring appointments:
  - Please select one of the days of the week and a time that is most compatible with your schedule and to which you can commit on a weekly, recurring basis.
    - Student Health Center schedulers will then convert this appointment to a “recurring” appointment for your weekly testing.
    - If your weekly recurring appointment falls on a holiday, or if you need to reschedule, please call the Student Health Center’s appointment line at 949-824-5304 to reschedule that week’s appointment. There must be a minimum of five (5) days between weekly testing appointments if you need to reschedule during any given week.
    - Your original weekly recurring appointment will resume the following week.
    - Please add your weekly recurring appointment day, time and location to your calendar and set a reminder – click “Continue”.
  - Confirm your appointment date and time and then click “Schedule”.
    - You MUST click on “Schedule” in order for your appointment to be confirmed.
    - An appointment confirmation page will appear that includes a barcode. Please note that barcode scanning for appointment check-in is not yet available at the Bren Center and DCE testing sites.
    - You will receive an email reminder 72 hours prior to your appointment. In addition, a text reminder will be sent one hour prior to the appointment IF you have opted in to receive text messages on the portal.
**Program Details**

- The test will involve self-swabbing of the front of the nose (nares/nostril swab).
- Specific instructions will be available at the COVID testing site.
- Employees who are experiencing symptoms during their designated testing week or have a prior history of a positive COVID-19 PCR test within the past 90 days will be excluded from participating.
- UCI Center for Occupational and Environmental Health will contact those whose COVID-19 PCR test is positive.
- Appropriate health privacy and reporting rules will apply.

Symptomatic employees should continue to contact COEH at (949) 824-8685 for priority nasopharyngeal testing.

The data collected will help to inform our current COVID-19 prevention strategies (universal masking, entry symptom screening, hand hygiene vigilance, environmental cleaning, and social distancing), and identify potential cases to reduce spread.

For information and details, visit the [UCI Coronavirus Testing Website](https://testing.uci.edu) for new information.