On Campus C19 Testing Procedure 21-22

Sign up for the Monday, August 23 COVID-19 Testing Event at UAC

LSA will be at the University Avenue Campus to conduct free PCR COVID-19 testing (nasal swab) this **Monday, August 23** between 11:00a and 4:00p. Please **complete a one-time registration** with GVP (Global Virus Pass) to access the appointment times. We require every returning UAC student to either participate in this testing event, or to provide a negative PCR test result to frontdesk@theberkeleyschool.org by noon on Monday, August 31. This test must be dated August 23 or later. Moving forward we require all UAC students to attend the weekly testing events scheduled on campus. If for any reason your student is not able to attend school that day, please reach out to frontdesk@theberkeleyschool.org beforehand to make other arrangements for that week. Anonymized data helps our COVID Planning & Response Team and PAG to evaluate ongoing TBS community well-being and informs decision-making.

*Drop-ins are still available: however, the process has changed for this school year. All registration must be completed on your phone upon arrival. There are no longer any paper forms available to fill out.

The 15 minute process to register with GVP is as follows:

BEFORE CREATING AN ACCOUNT
Do NOT download the GVP mobile app yet. You should open GVP in your web browser using only the links below.

CREATE YOUR ACCOUNT (one time process)

- Click **CREATE ACCOUNT** and click Sign Up;
- Confirm account via email and Login;
- Once logged in, click on your name in the upper right corner then select My Profile;
- Complete your information as requested in the General Information and Insurance Information tabs;
- Click My Circle and click Insert to add any family members who may also receive COVID-19 testing at UAC;
- Once all family members have been added, click confirm;
- When your account is created you can take the step to **MAKE AN APPOINTMENT** by clicking on the link below (see steps below).

MAKING AN APPOINTMENT

- **CLICK HERE to Schedule an Appointment**
- Select the type of test you wish to schedule;
- Select which person you would like to schedule an appointment for (if you have added others to your circle);
  - If you do not see the person you are trying to schedule for, click my profile and go to My Circle to add a family member;
- Select the date of testing;
- Select an appointment time;
- You will be prompted to sign and complete all forms online. You will not have to bring any paperwork with you on the day of testing;

- Once all steps are completed, you will receive an on-screen confirmation of your appointment as well as an email confirmation;
- Now you may download the GVP app to your phone to use when you arrive to the UAC.

Day of Testing

- By signing up through GVP, the patient will not need to bring anything with them the day of testing;
- The patient will provide the nurse with their name and verify their date of birth at the time of testing;
- **If anyone arrives at the test site (drops-in) without a prior appointment scheduled, the nurse will have a QR code available that the patient can scan on their phone. This QR code will take them directly to the scheduling page to order their test onsite for that day.**

Accessing Results

Expect results to be available within 48 hours in your GVP account and/or through the LSA Patient Portal. When your results are ready to view, an email will be sent to the email address that you used when signing up on the online scheduler.

When you receive the LSA email, follow the instructions below.

- Click on the link that is located in the email;
- Click on "View Results";
- Input the Access Code that is found in the email you received;
- Enter your first name, last name, and date of birth;
- Click "Authenticate";
- You will then be able to view your test results.

If you do not receive an email within 72 hours of your test, please follow the instructions below.

- Copy and paste this link to the results portal: https://labsofamerica.labsvc.net/patientportal/;
- Click on "View Results";
- Click on "I do not have an access code";
- Input your First Name, Last Name, and Date of Birth;
- Choose the method that you would like to receive your access code
  - Email: This would be the email used on the online scheduler or patient test request form;
  - Phone: This would be the phone number used on the online scheduler;
  - You will be sent a text message with your access code;
  - Click "Request Access Code";
  - Once you receive your access code, go back to the home screen;
  - Click "View Results";
  - Input all information and click "Authenticate".

If you have any issues with this process, please call the LSA directly at (702) 685-6777 or email results@lsalv.com.

Accessing Test Results via **Global Virus Pass**

- Once your results are completed, you will receive an email notification from GVP notifying you that your results are completed;
- Click on the link in the email to be brought to the GVP login page (www.gvp.app);
- Log into your GVP account;
- On the left menu, click on "My Health" then "History";

- All tests taken are shown including the results for each test. Click the magnifying glass icon to view a specific report.