Dickinson College COVID Testing scheduling with LabPass

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Creating your LabPass Account

1. You will receive an email from support@cic-health.com similar to the email below. Click the "Activate Account" button to set your password.

(Please note that the language in this email continues to be updated.)

2. Follow the prompts to create your personal patient account. Please use your Dickinson email password to make it easy to remember. You will be asked demographic questions as part of the account setup.

Ordering Your First Test

1. After setting up your account, there will be a prompt to "Start and order your first test". Click on "Order".

Start and order your first test

Get started by activating your kit and collecting your sample. We are glad to walk you through this journey.

Order

Note: Once you have gained access to the website, you will be guided through a short sequence of steps that <u>only you</u> can complete.

LABPASS.ORG COVID-19 TEST
PWNHealth Informed Consent

2. You will also need to agree and consent to an Informed Consent form from PWN Health, which will send an order out for physician approval. In addition, should an individual test positive, this allows PWN medical staff to follow up directly. Scroll to the bottom of the informed consent text and check the box that you "Agree and Consent" then click the blue "I agree and consent" button.

☑ By clicking "I Agree and Consent," I am accepting and agreeing to be bound by this agreement and I represent and warrant that I have the right, authority, and capacity to accept and agree to to be bound by this agreement.

Cancel   **I agree and consent**

You will need to complete a very short "Health History Pre-Screening" each time you are tested.

A few things before we get started.

First name   Last name

Gender   Date of birth

Email address   Phone number
@dickinson.edu   717-245-

Address

City   State   Zip
Carlisle   Pennsylvania   17015

This is a simple one-page document with some demographic questions and a few high-level health questions. All of these are requirements of the state.

COVID-19 Health screening questions:

What is your ethnicity?

What is your race? (Choose one or more from the following racial groups)

Is this your first COVID-19 test (PCR or antibody)?

Are you employed in healthcare?

Are you currently in the hospital?

Are you currently in the ICU?

Do you live or work in a congregate setting (including nursing homes, residential care for people with intellectual and developmental disabilities, psychiatric treatment facilities, group homes, board and care homes, homeless shelter, foster care or other setting)? (Residence halls & apartments are considered congregate settings – please indicate yes, if you are living on campus.)

Are you pregnant?

Do any of the following statements apply to you?

I am 65 years of age or older

I have been told by my doctor that I am very overweight or obese

I have a chronic condition (e.g. diabetes, high blood pressure, kidney disease or on dialysis, liver disease, lung disease or asthma, etc.)

I have a heart condition (e.g. previous heart attacks, heart failure, etc.)

I have a neurologic condition that affects my ability to cough (e.g., had a stroke)

I regularly use tobacco or nicotine products (e.g. cigarettes, e-cigarettes, vapes, hookah, etc.)

I have a condition that weakens my immune system or makes it harder to fight infections (e.g. AIDS, cancer, lupus, rheumatoid arthritis, solid organ or bone marrow transplant, etc.)

I am taking medication that weakens my immune system (e.g. steroids, chemotherapy, immunologics, etc.)

Are you currently experiencing symptoms of COVID-19 (fever, cough, shortness of breath)?

3. Once you answer the questions you will need to check the box to agree to share your answers and click Submit.

☐ I agree to share the above answers for the purpose of signing up for the COVID-19 test.
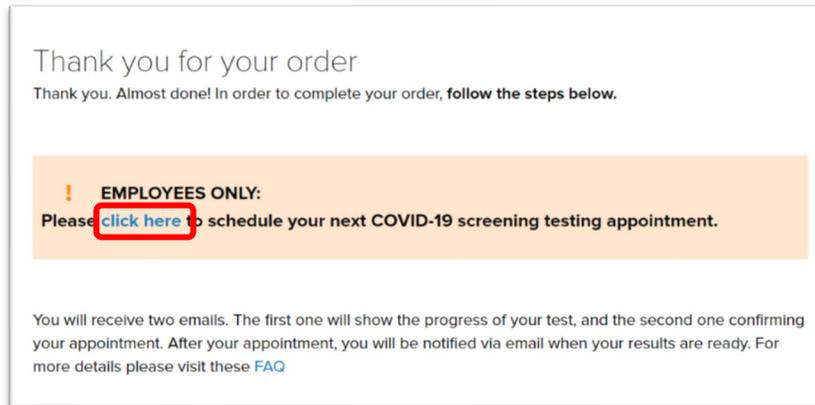
This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.

[Submit]

*It is highly recommended that you complete the health history questionnaire as close as possible to the time you will have your sample collected as answers to questions could change between the time of ordering and sample collection (e.g. having symptoms of COVID-19, being in contact with someone who tested positive for COVID-19, etc.).

This must be done before each test (twice per week for students).

Dickinson College does not have access to your responses.

Thank you for your order
Thank you. Almost done! In order to complete your order, **follow the steps below.**

! **EMPLOYEES ONLY:**
Please click here to schedule your next COVID-19 screening testing appointment.

You will receive two emails. The first one will show the progress of your test, and the second one confirming your appointment. After your appointment, you will be notified via email when your results are ready. For more details please visit these FAQ

4. The account activation and completion of these pre-screening questions also serves as the pre-order process for your test day.

*Each time you complete the Health Questionnaire and order your COVID test it will automatically be approved by a LabPass doctor.

Scheduling Your Appointment

1. Your first test is scheduled for the time you arrive on campus to move in. Following that test, a staff member will assist you in scheduling your ongoing appointments. Students will be tested twice each week; either Mondays and Thursdays OR Tuesdays and Fridays.
2. You will receive a Bookings email and text confirmation of your next appointment both two days prior to and 15 minutes before the scheduled time. It is vital that you follow your testing schedule as planned.
3. If you ever need to change an appointment, please contact the Office of the Dean of Students.

On the day of testing:

Note: Please wear a mask and follow the social distancing signs and floor markers.

1. Please arrive at ATS with a photo ID at your scheduled time. You will be asked to verify your name, date of birth and your Symptoms Tracker green dot status (accessible through the Gateway).
2. You will be given a vial with a customized label to be able to collect your specimen.
3. A clinician will observe your sample collection. An animated video of the swab process can be found here.

Completing your Daily Symptom Tracker and showing your green dot on your smart phone

The **symptoms tracker must be completed daily** by all students who are on campus, including those who may only visit campus intermittently (e.g. commuter students).

Please note: the college maintains a student symptoms tracker and an employee symptoms tracker. The steps to complete the process and the questions contained therein are identical. The images below are from the employee symptoms tracker, so the Gateway image below and buttons within the tracker will look slightly different for students.
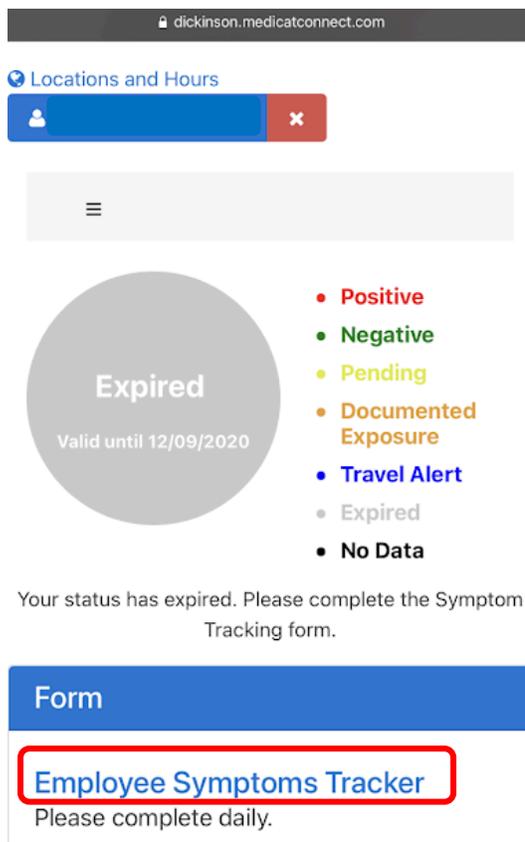
1. Log into Gateway on your smartphone's internet browser using your Dickinson College Username and Password. Depending on your smart phone you may use Google Chrome or Safari.
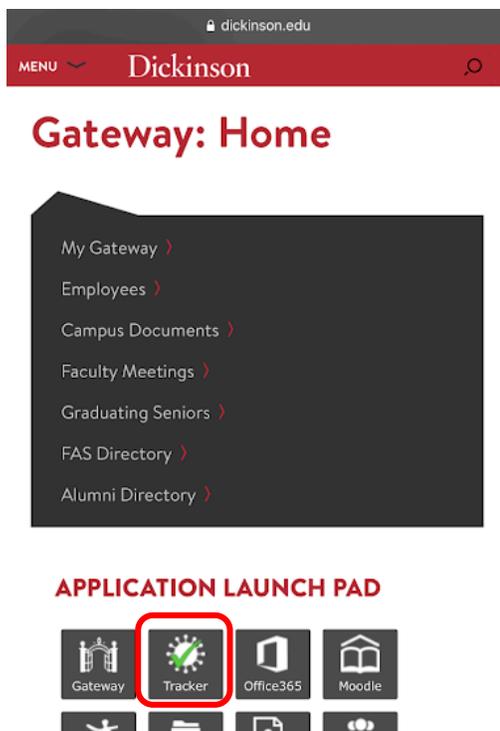
2. Tap the Symptom Tracker Icon.
3. Tap the Please click here.
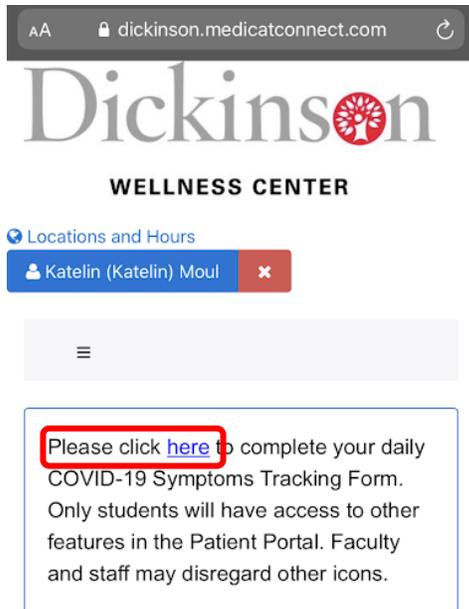
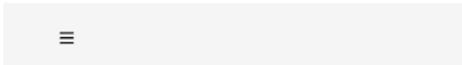4. Tap the Student Symptom Tracker link

5. Fill out the Symptoms Tracker questions (these continue to be updated and may look different than displayed above) and then tap Submit. You may need to scroll to see all the questions and the Submit button.

AA 🔒 dickinson.medicatconnect.com ↻

Dickinson

WELLNESS CENTER

🌐 Locations and Hours

👤   ✖

☰

Employee Symptoms Tracker

In the past 10 days, have you travelled outside the state of Pennsylvania for more than 24 hours?

☐ Yes*

☐ No

1. In the past two weeks, have you had close contact with a person having symptoms consistent with

☐ Yes*

◉ No*

2. Have you had a positive COVID test or have you recently developed any of the following symptoms that are not caused by another condition?
* Fever of 100.4 F (38 C) or higher
* Cough
* Shortness of breath/difficulty breathing
* Sore throat
* Fatigue/Muscle aches
* New loss of taste and smell
* Diarrhea
* Headache
* Chills
* Congestion/runny nose
* Nausea/vomiting

☐ Yes*

◉ No

6. When you arrive at your test you will be asked for your ID and to show this green dot. The session will keep you logged in for 75 minutes before you need to login again.

Reminder: Other locations on campus may also ask to see your green dot each day.

Following your test, and generally within 48 hours, you will receive an email notification from *LabPass* indicating that your results are ready. You will have to log in to your account to view your results.