Cove School District
COVID-19 Testing Plan

This program is intended to test symptomatic and exposed students and school staff only.

School Testing Administrator:
Karen Moore, COVID Response Manager
Deena Reed, School Nurse

School Testing Reporter
Karen Moore, COVID Response Manager
Deena Reed, School Nurse

Privacy
Student and staff test results, both positive and negative, shall be kept confidential. Student test results may be shared with the student and their legal guardian only. However, student and staff test results will be reported to public health, as required under ORS 433.004 and ORS 433.008. As outlined in the Ready Schools, Safe Learners guidance, schools must train staff on confidentiality requirements under FERPA, HIPAA, and local policy regarding student and staff health information, including a COVID-19 diagnosis.

Training
Identified testing administrators have completed all required modules of training.

Personal Protective Equipment (PPE) Use

Abbott BinaxNOW specimens are collected by nasal swab. For most students and staff, these swabs can be self-administered (i.e. the person being tested can place the swab into their own nose) under observation by the testing administrator at a distance of greater than 6 feet. **Students and staff who are unable to self-collect the specimen under observation by the school testing administrator should be referred to their healthcare provider for COVID-19 testing.**
Personal protective equipment (PPE) refers to equipment worn to minimize exposure and protect the wearer from infection. Because the Abbott BinaxNOW swabs are self-administered, the PPE required for testing is minimal.

PPE Components
School testing administrators should wear the following components:

1. A disposable medical-grade surgical mask (an N95 respirator is not needed)
2. Reusable eye protection (goggles or face shield)
3. Disposable gloves.

A gown is not required. The single-use medical-grade mask and gloves should be discarded once testing is completed. The eye protection should be set aside for cleaning and disinfection. Discarded PPE does not have to be treated as biohazardous waste and can be disposed of into a regular garbage can.

Putting on Personal Protective Equipment

Before collecting the specimen(s) for testing, personal protective equipment (PPE) should be put on in the following order:
1. Perform hand hygiene by washing hands with soap and water or using an alcohol-based hand sanitizer.
2. Remove cloth face mask and put on medical-grade mask.
3. Put on face shield or goggles.
4. Put on disposable gloves.

Best practice recommendations for PPE use include:
• Medical-grade mask and eye protection should cover the eyes, nose, and mouth at all times.
• Staff must perform hand hygiene before and after touching, readjusting, or taking off mask or eye protection.

Extended Use of Eye Protection and Mask
When multiple people are being tested in one time period, the same medical-grade mask and eye protection can be worn during multiple specimen collection events (e.g., in the case of group testing).

Taking Off Personal Protective Equipment, Hand Hygiene, and Disinfecting Eye Protection
After all specimens have been collected and all tests have been completed, PPE should be taken off in the following order:
1. Remove gloves and discard into a trash can.
2. Perform hand hygiene by washing hands with soap and water or using an alcohol-based hand sanitizer.
3. Remove face shield or goggles by carefully grabbing the strap and pulling upwards and away from the head without touching the front of the face shield or goggles.
4. Put on a new pair of disposable gloves.
5. Clean and disinfect eye protection disinfection, following manufacturer labeling directions. For more details, see below "Cleaning face shield or goggles."
6. Remove gloves and discard into a trash can.
7. Perform hand hygiene by washing hands with soap and water or using an alcohol-based hand sanitizer.
8. Put away clean eye protection in a bag or container labeled with your name.
9. Remove medical-grade mask by carefully untying or unhooking and pulling away from the face without touching the front of the mask.
10. Perform hand hygiene by washing hands with soap and water or using an alcohol-based hand sanitizer.
11. Put on your personal non-medical face covering.

Cleaning Face Shield or Goggles
When manufacturer instructions for cleaning and disinfection are unavailable, consider the following steps according to the CDC:
1. Cleaning: while wearing gloves, carefully wipe the inside, followed by the outside of the face shield or goggles using a clean cloth saturated with neutral detergent solution or cleaner wipe.

2. Disinfection: carefully wipe the outside of the face shield or goggles using a wipe or clean cloth saturated with EPA-registered hospital disinfectant solution. Leave wet for the amount of time specified on the disinfectant label.
3. Final wipe down: wipe the outside of face shield or goggles with clean water or alcohol to remove residue.
4. Drying: air dry or use clean absorbent towels until fully dry.
5. Remove gloves and perform hand hygiene.

Storage of Face Shield or Goggles
After cleaning, disinfecting and drying, eye protection can be stored in a clean bag or container. Eye protection and storage bag/container should be labeled with staff name to prevent sharing and should not be stored with other belongings or other PPE.

Testing

The school testing administrator must follow the instructions provided in the Abbott BinaxNOW package insert regarding test storage, quality control, specimen collection and handling, and specimen disposal as detailed here. The Abbott BinaxNOW testing instructions detailed in this section must be followed exactly to ensure an accurate result.

When to Test
Abbott BinaxNOW tests should only be used to test students with consent on file or staff who agree to testing in the following two scenarios:

1. When a student or staff member develops symptoms consistent with COVID-19 while at school, testing may be used to help inform them on their care and date of their return to school. Symptoms include cough, fever (temperature of 100.4 degrees or higher) or chills, shortness of breath, difficulty breathing, or a new loss of taste or smell. Note that muscle pain, headache, sore throat, diarrhea, nausea, vomiting, new nasal congestion, and runny nose are also symptoms often associated with COVID-19. Any symptomatic student who is tested (even if they test negative) must leave school immediately and not return until allowed by the RSSL guidance. Students or staff with symptoms consistent with COVID-19 should not be asked to come to school for COVID-19 testing if symptoms develop while not at school. Under no circumstances should an individual with symptoms consistent with COVID-19 be asked to return to school specifically for testing alone.
2. When a school cohort has been exposed to a case of COVID-19 and quarantined; testing on day 5 through 7 following exposure may be used to facilitate early release from quarantine after day 7 when recommended by the local public health authority. For example, if a cohort is exposed on January 1, that cohort could be tested between January 6th and 8th, and released from quarantine on January 9th if all tests are negative and exposed students are symptom-free.

Test Storage
Test kits (test cards and reagent) must be stored at room temperature (between 59 and 86°F).

Quality Control

The Abbott BinaxNOW tests have a built-in quality control system which must be verified each time a test is run. In addition, quality control testing using a positive and negative control swab should be performed once as training for each new school testing administrator, and upon receipt of each new shipment of BinaxNOW tests.

Built-in Quality Control

Each time an Abbott BinaxNOW test is performed, the school testing administrator must verify that the built-in quality controls are functional. There are two built-in quality controls.

1. Each card test has a blue line present at the control line position which should be visible when the test package is opened.
2. If this blue line is not present, the test card should be discarded.
3. During each test, the blue line should change its color to pink/purple.
4. If the blue quality control has not changed to pink/purple at the time the test result is read, the test card should be discarded and the result recorded as inconclusive.

Positive and Negative Control Swabs

Each BinaxNOW test kit includes 40 tests plus a positive control swab. A blank sterile swab can be used as a negative control swab. Each of these control swabs (i.e. both a positive and negative swab) should be run once with each new shipment of test kits and once for each new test administrator in order to confirm that the test is working as anticipated and to demonstrate school testing administrator competency. The blue control line must be present prior to performing the quality control swabs. If the blue line is not present, discard the test and contact schooltesting.covid@dhsoha.state.or.us for OHA BinaxNOW testing support. The positive control swab should result as positive. The negative control swab should result as negative. If the positive or negative control swabs do not result as anticipated, contact schooltesting.covid@dhsoha.state.or.us for OHA BinaxNOW testing support. You may also contact the Abbott BinaxNOW Technical Support Advice Line at 1-800-257-9525 between 8 a.m. and 8 p.m. EST or by emailing ts.scr@abbott.com.

Specimen Collection and Handling

Specimens must be collected by the person being tested, under observation by the school testing administrator. The person being tested should be instructed to insert the swab gently into the nostril until resistance is encountered and not more than one inch deep. The person being tested should then be instructed to rotate the swab 5 times around the outer edge of the nostril. Using the same swab, this process should be repeated in the other nostril. While many students and staff will be able to self-collect specimens using this method, not all students or staff will feel comfortable doing so. While students may be encouraged through this process, **they should never be forced or coerced.** It should be recognized that age, certain medical conditions (e.g., anxiety, ADHD) or disabilities may prevent swabs from being collected safely. If there is any doubt as to whether a specimen may be safely self-collected by an individual, the individual should be referred to their healthcare provider for COVID-19 testing. Specimens should be tested as soon as possible after collection. The specimen should not be returned to its paper wrapper, but may be stored in a clean, unused plastic tube labeled with the student or staff member's name and date of birth for up to one hour. If the specimen cannot be tested within one hour of collection, it cannot be tested and should be discarded. Tests should be administered in a private

setting, such as a designated health or isolation room. Abbott BinaxNOW test kits should not be stored in the same room as tests are performed to avoid the possibility of contamination of test materials. Surfaces of testing rooms should be regularly cleaned and disinfected, including between persons being tested.

Specimen Testing

To perform the test, the following steps should be observed:

1. Open kit and lay it flat—do not use if the pouch is damaged or open
2. Verify presence of blue line at control line position
3. Hold the extraction reagent bottle ½ inch above the top hole—do not allow the bottle to touch the test card
4. Slowly add 6 drops of reagent to the topmost hole of the swab well
5. Insert specimen swab into the bottom hole and firmly push upwards so that the swab tip is visible in the top hole
6. Rotate the swab clockwise 3 times in the reagent liquid
7. Peel off adhesive liner and close and seal the test card

The test should be read promptly at 15 minutes. A dedicated stopwatch or timer should be available for testing. In order to ensure proper test performance, it is important to read the result promptly at 15 minutes and not before. Results should not be read after 30 minutes.

Result Interpretation

Test card window	**How to interpret**
One pink/purple colored line in the top half of the window, in the Control Line position	Test is negative.
Two pink/purple colored lines in both the Control & Sample Line positions	Test is positive.
If no lines are seen, or if just the sample line is seen, the test is invalid. Invalid tests should be repeated on a new test card.	Test is inconclusive.

Specimen Disposal

All components of the test kit may be discarded into a trash can. Additional information about the proper disposal of medical waste exposed to COVID-19 may be found here: https://www.oregon.gov/deq/FilterDocs/COVID19MedicalWasteFS.pdf