

Employee Pooled Surveillance Testing FAQs

Everyone who comes to campus is expected to participate. Testing days are scheduled to balance weekly sample submissions. Please submit a sample on your scheduled day *if you're on campus that day*, however, submitting a sample on one of the other days is acceptable. Put a note on your calendar to remind you to submit a testing sample. No one is expected to come to campus just to participate in testing.

All employees must complete the [Health Screening Assessment](#) each day they come to campus.

Test kit pick-up and sample drop-off locations are listed on the [pooled testing website](#), as well as other information regarding the testing program.

Participation requirements for employees:

I am working 100 percent remotely. I haven't been on campus nor plan to come to campus for the foreseeable future. Do I need to participate in testing? (see sporadic campus visits if you end up coming to campus for any reason)

- Not required to participate in testing
- Voluntary participation is encouraged
- You will continue receiving broadcast communications regarding testing as a means to keep all employees informed of current testing protocols which are subject to change

What if I only come to campus sporadically?

- Must participate in testing
- If you haven't already, pick up and register a testing kit the next time you come to campus
- Each subsequent time you are on campus, whenever that is, submit a testing sample
- If you have flexibility to plan your trips to campus, coming on a testing day is preferred
- If you don't come back to campus, you won't submit a sample

What if I come to campus fairly regularly but not weekly?

- Must participate in testing
- If you haven't already, pick up and register a testing kit the next time you come to campus
- Each subsequent time you are on campus, whenever that is, submit a testing sample
- If you have flexibility to plan your trips to campus, coming on a scheduled testing day is preferred

What if I am on campus weekly but not on the day I'm scheduled to submit a sample?

- Submit your test sample on another testing day. If you are only on campus on a non-testing day, please submit a sample and it will get picked up on the next scheduled pick up day.

What if samples are not collected on the only day I am on campus?

- Submit your sample and it will be collected on the next scheduled pick-up day

What if I missed the drop-off window for my scheduled day?

- Submit your sample and it will be collected on the next scheduled pick-up day.

What if I forget to submit my sample on my scheduled day or when I come in sporadically to campus?

- Submit your test sample on your next on campus work day
- Employees who are found to be *regularly* not participating in our pooled testing program when they are on campus may be subject to disciplinary action. First-time miss may be followed up on but not considered non-participation
- *If you are on campus on a regularly scheduled basis, please put a recurring reminder on your calendar to submit a sample*

I have previously tested positive for COVID-19. Do I have to participate in pooled testing?

- Employees who have tested positive should contact the Medical Reporting Hotline 518-442-1501. A member of Human Resources will contact you regarding next steps. Confirmed positive will be exempted from testing for up to 90 days.

I have received a negative COVID PCR test. Do I still have to participate in the campus pooled surveillance testing program?

- Yes, participation in campus pooled testing is required, as is continued mask wearing and social distancing.

I have received the COVID vaccine. Do I still have to participate in the campus pooled surveillance testing program?

- Yes, participation in campus pooled testing is required, as is continued mask wearing and social distancing.