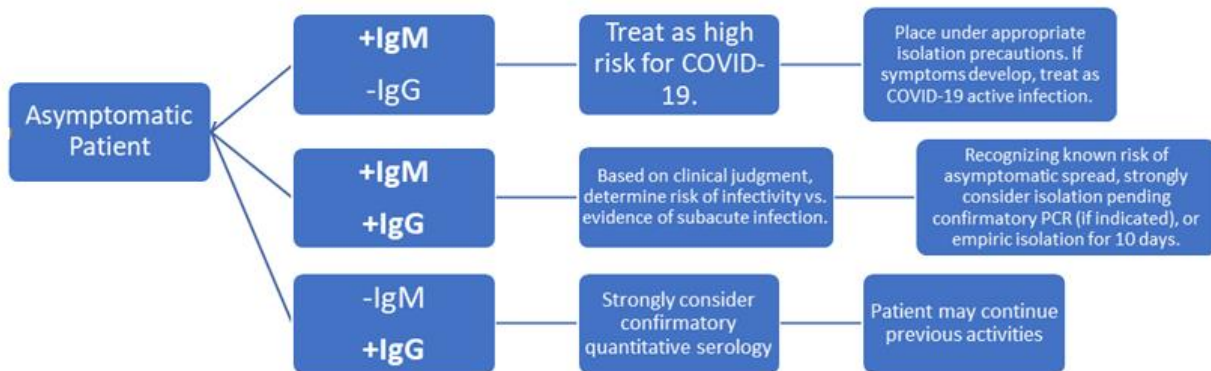


Instructions for Universal Testing of ASYMPTOMATIC individuals at Long-Term Care Facilities

1. Determine whether your facility will participate in universal testing of residents and/or staff. Testing is voluntary.
2. Facility must be prepared to address all positive COVID-19 test results as they become available by appropriately cohorting residents, and isolating staff at home for a minimum of 10 days.
3. Determine the number of residents who have never been tested or who have tested negative on a previous test. Determine number of staff who have never been tested or who have tested negative on a previous test.
4. Contact SHOC at DPH_PAC@delaware.gov and make a request to participate in universal testing. Include respective numbers from #2 above (differentiate between residents and staff). Provide name and contact information of an individual who will coordinate testing with SHOC.
5. SHOC staff will contact your facility to go over your request and make arrangements for a supply of testing kits.
6. SHOC will prepare all testing kits for your facility and deliver them to a pick up location.
7. On a pre-arranged date, pick up your facility's testing kits from an agreed-upon location.
8. Make arrangements at your facility to conduct testing:
 - a. Licensed medical professional will need to order all PCR tests
 - b. Licensed medical professional will need to interpret all rapid test results
 - c. Nursing staff will need to collect all specimen (nasopharyngeal (NP) swabs; finger stick blood collection for rapid test)*
 - d. Administrative staff to complete tracking spreadsheet and lab requisition forms for PCR tests
 - e. Testing supplies: PPE, alcohol pads, gauze, sharps disposal, etc.
9. If testing **residents**, nursing staff will conduct a rapid test and licensed medical professional will interpret results. Each rapid test must be logged on the COVID-19 Universal Testing Tracking Sheet.
 - a. If test is negative, licensed medical professional will order a PCR test. Nursing staff will collect NP specimen. Lab requisition form will be completed and specimen will be sent to a private lab for processing. Facility name, location and date of collection must be included in the "Requesting Facility" field.
 - b. If test is positive, follow flowchart below:



10. If testing **staff**, licensed medical professional will order a PCR test. Nursing staff will collect NP specimen. Lab requisition form will be completed and specimen will be sent to a private lab for processing. Facility name, location (city) and date of collection must be included in the "Requesting Facility" field.
11. **EACH TEST** (resident and staff) must be logged on the COVID-19 Universal Testing Tracking Sheet, which must be returned to DPH at DPH_PAC@delaware.gov at the conclusion of daily testing.
12. As they become available, **ALL** positive PCR test results must be reported to DPH at reportdisease@delaware.gov.

* Upon request, SHOC can schedule assistance from VA nurses to perform specimen collection based on availability.