



# How to register for an at-school COVID-19 test

## The process

- 1 Choose one of three ways to begin registration**  
Scan the QR code to the right, go to Walgreens.com, or visit the Walgreens app.
- 2 Click on the “get started” button**
- 3 Agree to terms and conditions**
- 4 Enter patient/contact information and COVID-19 test voucher codes**  
Use the Plan and Group ID as they are displayed below:



Scan me!

**Teachers and Staff**  
Plan ID: COVTMM  
Group ID: COVTRCNYRCSDT

- 5 Complete HIPAA Authorization**  
Consenting will allow the school district to view the results of the test.
- 6 Fill out a quick questionnaire**
- 7 Select a testing location**  
**At-school testing**  
Select an available time/day shown to register for a COVID-19 test at school or participating Walgreens locations. Testing will begin the week of Sept 13, 2021. Walgreens will be on school sites once a week.

### NOTE

Please move through the dates and select the date with the first available timeslot available. You will only see timeslots available for the day of the week when Walgreens is initially intending to be present on campus for testing.

## What to expect

**The process:** Walgreens will offer drive-thru testing at select Walgreens locations and will come to your school on a weekly basis to facilitate testing. Testing is always optional.

**The test:** Testing is self-administered and non-invasive. Shallow nasal swabs will be used to collect samples.

**The results:** PCR results are typically available within 48 hours. Results will be provided via email.

**Your role:** For at-school testing, a one-time registration is required for testing on school sites and weekly appointments are required in case you choose to be tested at one of our store locations (with provided testing voucher codes).

\*COVID-19 testing is available to students, teachers, and staff ages 3+ at no cost. Patients will not receive a bill from Walgreens or any lab partner. If you receive a Diagnostic Test and have insurance, you will be asked to show your insurance card at the appointment and the lab may bill your insurer. State and federal programs may also provide no-cost testing in your area, visit Walgreens.com/StateFundedTesting to view a current list of our government-sponsored testing partners.



# At-school COVID-19 testing

## FAQs



### Your school is conducting recurring screening testing for COVID-19, in partnership with Walgreens.

Screening tests are intended to identify infected people who are asymptomatic and do not have known, suspected, or reported exposure to SARS-CoV-2. Screening helps to identify unknown cases so that measures can be taken to prevent further transmission<sup>1</sup>.

#### Why is screening for COVID-19 important? <sup>2</sup>

**Screening is the only way we can find and isolate people without symptoms before they spread the virus to others.** Individuals with COVID-19 can be infectious for 2- 3 days before they show symptoms. These individuals are *pre*-symptomatic. In addition, up to 50% of children and 20% of adults infected with COVID-19 never show any symptoms at all – they are a-symptomatic. **Screening in schools is a way to prevent disease spread in the community.** By screening at the school, we are helping to protect families that are sending their children to school. Any COVID-19 cases we are able to find and isolate are cases that will not be able to spread further in the community.

#### Who is eligible for COVID-19 testing?

All students, faculty and teachers of RCSD Rochester City School District are eligible to be tested. To find a location and make an appointment, visit [Walgreens.com/covid19testing](https://Walgreens.com/covid19testing).

#### How often will testing happen?

Testing will occur weekly during school hours on a specific day of the week as determined by the school.

#### What kind of test will be used? <sup>3</sup>

**Diagnostic Lab Test (PCR):** The RT-PCR Diagnostic Panel Test - NAAT is used to detect genetic material (mRNA) of the coronavirus and will be sent to a laboratory to determine results in a variable amount of time. Participants perform a simple, shallow nose swab in each nostril. A Walgreens Pharmacy team member will be available to provide verbal coaching through the process.

#### Do I need to use the testing voucher codes I received?

Yes! It is crucial that you utilize the testing voucher codes provided for testing registration online. The voucher codes tell our Walgreens partners that the individual tested is a part of the Rochester City School District. Additionally, the testing voucher codes unlock a unique digital experience only available to the Rochester City School District.

#### Should I receive a test if I have symptoms of illness? <sup>1</sup>

Individuals who are experiencing 1 or more symptoms of illness may not come to school. They can still get tested at a Walgreens drive-thru test location in your area. The Walgreens drive-thru testing sites available in your community offer both Rapid Diagnostic Test (ID NOW™): The Rapid Point-of-Care (POC) - NAAT (ID NOW™) and Diagnostic Lab Test (PCR). To find a location and make an appointment, visit [Walgreens.com/COVID19testing](https://Walgreens.com/COVID19testing).

#### How quickly will we get back test results?

Results are typically available within 48 hours via the email used to register the student.

#### I tested positive, what do I do?

If you test positive, you should call physician immediately. You will need to isolate for at least 10 days depending on the course of the virus. You will also be contacted by your local Department of Health.

<sup>1</sup> Screening Testing. [Testing Strategies for SARS-CoV-2 | CDC](https://www.cdc.gov/media/releases/2021/s0311-covid-19-testing.html). Updated Mar. 11, 2021. Last accessed May 6, 2021.

<sup>2</sup> [Operational Strategy for K-12 Schools through Phased Prevention | CDC](https://www.cdc.gov/media/releases/2021/s0423-covid-19-testing.html). Updated Apr. 23, 2021. Last accessed May 6, 2021.

<sup>3</sup> [Nucleic Acid Amplification Tests \(NAATs\). Nucleic Acid Amplification Tests \(NAATs\) | CDC](https://www.cdc.gov/media/releases/2021/s0416-covid-19-testing.html). Updated April 16, 2021. Last accessed May 6, 2021

**Will my results be shared with the school?**

Yes. If you provide universal HIPAA authorization during registration, the results will be shared back to the school each week. Patients may still receive a test if HIPAA authorization is not provided.

**Will I receive a bill for the test?**

No, you will not receive a bill from Walgreens or any lab partner at any time. Testing is free\* to all students, staff, and teachers of the Rochester City School District.

**Can my friends and family receive a test?**

Your friends and family cannot receive a COVID-19 test using the testing voucher codes provided by the school. However, free\* community testing is available at a Walgreens drive-thru test location in your area. To find a location and make an appointment, visit [Walgreens.com/COVID19testing](https://www.walgreens.com/COVID19testing).





## AUTHORIZATION – FOR RELEASE OF INFORMATION TO THIRD PARTY

This Authorization is for use, pursuant to the HIPAA privacy rules, if you are authorizing the release of medical/health information to a third party, such as a school. You understand these records may contain information created by other persons or entities, including physicians and other health care providers as well as information regarding the use of drug and alcohol treatment services, HIV/AIDS treatment, mental health services (excluding psychotherapy notes), reproductive health services, and treatment for sexually transmitted diseases.

### Section 1: Patient information

Patient Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone Number: (     ) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### Section 2: Person/organization authorized to receive information from Walgreens (“Designated Entity”)

Name: Rochester City School District  
Street Address: 131 West Broad Street  
City, State, Zip: Rochester NY 14614  
Telephone Number: (585) 262-8100 E-mail Address: COVID.Response@rcsdk12.org

### Section 3: Describe or list the information that you are asking us to release

My/the patient’s COVID-19 laboratory test results.

### Section 4: List the specific purpose for requesting this information

I am currently associated with the Designated Entity and request that the Designated Entity receive my/the patient’s COVID-19 laboratory test results.

### Section 5: Expiration Date (see instructions)

This authorization expires: One year from the date of my signature

For Maryland residents only: This Authorization will expire one year from the date listed below in Section 7.



## Section 6: Information regarding this Authorization

- You have the right to revoke this Authorization, in writing to Walgreens Privacy Office, at any time. The revocation is only effective after it is received and logged by Walgreens. Any use or disclosure made prior to a revocation is not included as part of the revocation.
- Refer to our Notice of Privacy Practices for permitted uses and disclosures of protected health information (“PHI”). You may obtain a copy of this Notice from the Privacy Office or on [www.walgreens.com](http://www.walgreens.com). Please keep a copy of this authorization for your records.
- **Once PHI is disclosed to others, it may be redisclosed by them to persons or entities that are not subject to the privacy regulations, which means that the PHI may no longer be protected by regulations.**
- Privacy regulations prohibit the conditioning of treatment, payment, enrollment, or eligibility for benefits on signing this Authorization.
- This Authorization must be signed and dated by the patient or signed and dated by the patient’s personal representative to include a description of that person’s ability to act on behalf of the patient.

## Section 7: Signature

By signing below, I authorize Walgreens to use or disclose of my protected health information of \_\_\_\_\_ as described above.

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Signature

Date

Section 8: If this Authorization is signed by the patient’s personal representative, please explain your authority to act. If you are signing the authorization as the legal representative of the individual listed in Section 1, and are other than the parent of the minor child whose information you are authorizing Walgreens to release, you must also submit documentation that establishes yourself as the legal representative. For example, a copy of a Power of Attorney that includes provisions to obtain medical information, etc.

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School name:  
Walgreens ID/site # for school:  
Address:

Barcode or Unique Identifier Affixed Here

**COVID-19 Registration Form**  
**Formulario de Solicitud para Prueba de COVID-19**

\*No other test may be ordered on this COVID-19 requisition form\*  
*\*No se puede ordenar ninguna otra prueba en este formulario; este es un formulario de solicitud solo para prueba de COVID-19\**

|   |                             |   |   |
|---|-----------------------------|---|---|
| <b>Test Name:</b> COVID-19<br><b>Nombre de la Prueba:</b> COVID-19  |                             | <b>Sample Type:</b> Nasal Swab<br><b>Tipo de Muestra:</b> Hisopo nasal  |   |
| <b>1. Individual Tested (Select One)</b> <i>Persona que se Sometió a la Prueba (Selecciona uno)</i><br><input type="checkbox"/> Student ( <i>Estudiante</i> )<br><input type="checkbox"/> Teacher ( <i>Maestro(a)</i> )<br><input type="checkbox"/> Staff member ( <i>Miembro del Personal</i> )  |                             | <b>2. Grade (Grado)</b> _____<br><input type="checkbox"/>   |   |
| <b>3. First Name (Nombre)</b>   |                             | <b>4. Last Name (Apellido)</b>  |   |
| <b>5. Gender (Select One)</b> <i>Género (Selecciona Una)</i><br><input type="checkbox"/> Male ( <i>Masculino</i> ) <input type="checkbox"/> Female ( <i>Femenino</i> ) <input type="checkbox"/> Other ( <i>Otro</i> )   |                             | <b>6. DOB(MM/DD/YYYY)</b> /   /<br><i>Fecha de nacimiento (MM /DD / AAAA)</i><br>MM / DD / YYYY   |   |
| <b>7. Race (Select One)</b> <i>Raza (Selecciona Una)</i><br><input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Other<br><input type="checkbox"/> Black or African American <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Decline to Answer<br><input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White |                             |   | <b>8. Ethnicity (Etnicidad)</b><br><input type="checkbox"/> Hispanic or Latino<br><input type="checkbox"/> Non Hispanic or Latino<br><input type="checkbox"/> Decline to Answer |
| <b>9. Address (Dirección)</b>   |                             | <b>10. City (Ciudad)</b>  | <b>11. State (Estado)</b>   |
| <b>12. Zip Code (Código postal )</b>  | <b>13. County (Condado)</b> | <b>14. Phone (Teléfono)</b><br>_____-_____-_____<br><b>Circle one:</b> Cell (Móvil)                      Home (Casa)<br><i>(Encierra uno en un círculo)</i> |   |

**Walgreens Team Member Use Only (Para uso de un miembro del equipo de Walgreens solamente)**

|   |                            |
|---|----------------------------|
| <b>Pharmacist Name:</b>   |                            |
| <b>Pharmacist NPI:</b>  |                            |
| <b>Date of Collection:</b>  | <b>Time of Collection:</b> |
| <b>Completed minor informed consent to participate (if under 18 years old):</b><br>YES    NO                    |                            |
| <b>Completed HIPPA Authorization to release test results to school:</b><br>YES    NO                            |                            |
| <b>Provided test result to individual tested (or parent/legal guardian if under 18 years old):</b><br>YES    NO |                            |

**LOCATIONS AND TIMES**

| <b>School</b>   | <b>Day</b> | <b>Time</b>     |
|---|------------|-----------------|
| Clara Barton School No. 2                                 | THU        | 3:00 - 4:00 PM  |
| George Mather Forbes School No. 4                         | MON        | 2:00 - 3:00 PM  |
| John Williams School No. 5                                | THU        | 10:00 -11:00 AM |
| Virgil I. Grissom School No. 7                            | TUE        | 10:00 -11:00 AM |
| Roberto Clemente School No. 8                             | FRI        | 8:30 - 9:30 AM  |
| Dr. Martin Luther King, Jr. School No. 9                  | MON        | 8:30 - 9:30 AM  |
| Dr. Walter Cooper Academy School No. 10                   | THU        | 12:00 - 1:00 PM |
| Anna Murray-Douglass Academy School No. 12                | THU        | 8:30 - 9:30 AM  |
| The Children’s School of Rochester No. 15                 | WED        | 8:30 - 9:30 AM  |
| John Walton Spencer School No. 16                         | THU        | 2:00 - 3:00 PM  |
| Enrico Fermi School No. 17                                | MON        | 8:30 - 9:30 AM  |
| Dr. Charles T. Lunsford School No. 19                     | THU        | 12:00 - 1:00 PM |
| Abraham Lincoln School No. 22                             | MON        | 2:00 - 3:00 PM  |
| Francis Parker School No. 23                              | WED        | 10:00 -11:00 AM |
| Nathaniel Hawthorne No. 25 & Montessori Academy No. 53    | MON        | 10:00 -11:00 AM |
| Henry Hudson School No. 28                                | FRI        | 10:00 -11:00 AM |
| Adlai E. Stevenson School No. 29                          | MON        | 12:00 - 1:00 PM |
| John James Audubon No. 33 & Florence S. Brown PreK Center | FRI        | 12:00 - 1:00 PM |
| Dr. Louis A. Cerulli School No. 34                        | WED        | 10:00 -11:00 AM |
| Pinnacle School No. 35                                    | THU        | 10:00 -11:00 AM |
| Andrew J. Townson School No. 39                           | FRI        | 2:00 - 3:00 PM  |
| Abelard Reynolds School No. 42                            | TUE        | 2:00 - 3:00 PM  |
| Mary McLeod Bethune School No. 45                         | FRI        | 10:00 -11:00 AM |
| Charles Carroll School No. 46                             | THU        | 2:00 - 3:00 PM  |
| Helen Barrett Montgomery School No. 50                    | WED        | 8:30 - 9:30 AM  |
| Frank Fowler Dow School No. 52                            | WED        | 2:00 - 3:00 PM  |
| Montessori Academy No. 53 (see No. 25 above)              |            |                 |
| The Flower City School No. 54                             | TUE        | 10:00 -11:00 AM |
| World of Inquiry School No. 58 (K-12)                     | TUE        | 2:00 - 3:00 PM  |
| All City High   | Local*     |                 |
| Dr. Alice Holloway Young School of Excellence             | THU        | 8:30 - 9:30 AM  |
| East Upper/Lower School                                   | FRI        | 8:30 - 9:30 AM  |
| Edison Career & Technology High School                    | TUE        | 8:30 - 9:30 AM  |
| Florence S. Brown PreK Center (see No. 33 above)          |            |                 |
| Franklin Upper/Lower School                               | FRI        | 12:00 - 1:00 PM |
| James Monroe Lower/Upper School                           | WED        | 12:00 - 1:00 PM |

| <b>School</b>  | <b>Day</b> | <b>Time</b>     |
|--|------------|-----------------|
| Joseph C. Wilson Foundation Academy & Rochester Early College International HS | MON        | 10:00 -11:00 AM |
| Joseph C. Wilson Magnet High School Commencement Academy                       | TUE        | 8:30 - 9:30 AM  |
| Leadership Academy for Young Men   | TUE        | 12:00 - 1:00 PM |
| Northeast College High School/Northwest Junior High at Douglass                | FRI        | 2:00 - 3:00 PM  |
| Northwest Junior High at Douglas (see Northeast above)                         |            |                 |
| Rochester Early Childhood Education Center NE                                  | MON        | 12:00 - 1:00 PM |
| Rochester Early College International HS (See Wilson Foundation Academy above) |            |                 |
| School of the Arts   | TUE        | 12:00 - 1:00 PM |
| School Without Walls Commencement Academy                                      | WED        | 2:00 - 3:00 PM  |
| RISE Community School No. 106  | WED        | 12:00 - 1:00 PM |
| RCSD Service Center  | WED        | 9:30 - 11:30 AM |
| Rochester International Academy  | Local*     |                 |
| LyncX Academy  | Local*     |                 |
| Home Hospital  | Local*     |                 |
| NorthStar  | Local*     |                 |
| Youth & Justice  | Local*     |                 |

\* "local" locations will have testing scheduled by their location. The Department of Health Services will coordinate testing with the location supervisor. On-site testing will not be provided by Walgreens.