

County of Los Angeles Workforce COVID-19 Testing Protocol

1) REGISTER FOR TESTING

Prior to testing, please register online at lac.fulgentgenetics.com.

Although this can be done on-site at the time of testing, **registering online ahead of time will significantly speed up your testing process.** This registration only has to be done one time. Once complete, you will receive a Fulgent QR code which can be used to verify your information for all future tests.

2) SELECT AN LA COUNTY TESTING SITE

You can view a list of the available testing sites [here](#). When selecting a site, keep in mind that each location has unique hours. Additionally, note the difference between sites which are exclusive to County employees and sites that are listed as “co-located” with community testing. Although you can test at both types of sites, employee-exclusive sites may provide faster service and also allow for appointments (see more on appointments in the next step).

Please contact your supervisor or departmental Human Resources office for questions related to testing frequency.

3) SCHEDULE AN APPOINTMENT

You may schedule an appointment to test at any of the fifteen (15) testing sites that are exclusive to County employees. Sites that are listed as “co-located” with community testing **do not** have appointments available. To schedule an appointment at an employee-exclusive site, please visit the registration landing page [here](#).

You are highly encouraged to schedule an appointment. However, you may also test without scheduling an appointment, as all testing sites will continue to accept walk-ups.

4) WHAT TO EXPECT ON THE FIRST DAY OF TESTING

***** You are required to wear a face mask and follow all other safety protocols. *****

1. On your test day, bring all of the following to your test site:

- A) **A form of identification**
(Your LA County employee badge or other government-issued ID)
- B) **Your Fulgent QR code and/or your E/C County ID number**
- C) **Your insurance card**
You will only need this on the first day of testing; the information will then be saved for all future tests through LA County.

More steps on page 2

WHAT TO EXPECT ON THE FIRST DAY OF TESTING (CONTINUED)

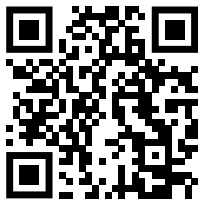
*** You are required to wear a face mask and follow all other safety protocols. ***

2. Collect your sample



Fulgent uses a shallow nasal swab self-collection process as demonstrated in the following video:

https://www.youtube.com/watch?v=L_1UgXM9tqw



If you are unable to test using a shallow nasal swab, you can request a saliva collection kit on site. Please review the accompanying saliva collection instructions in the following video prior to testing:

<https://vimeo.com/manage/videos/668473924>

3. View your results

Within 1-2 days after of submitting your sample at the test site, you should receive either an email or text message with your test ID (in the format **FSS-SCR123456**) along with the link to view your test result at results.fulgentgenetics.com.

If you receive a:

Negative test result, your supervisor will see you as cleared for work.

Positive test result, your supervisor will see you as not cleared. Do not report for work and contact your Departmental Human Resources office immediately.

Please contact us if you have any questions

Fulgent's Client Services Team

Phone: 1 (626) 350-0537

Email: lacsupport@fulgentgenetics.com

Frequently Asked Questions

How do I know if I need to test?

Fully vaccinated (two weeks have passed since receiving second dose in a two-dose series or one dose in a single dose vaccine) employees whose vaccination record has been uploaded and verified through Fulgent do not need to test.

Under the County's COVID-19 Vaccination Policy, you are required to submit to weekly testing – unless more frequent testing is required under State or local Health Officer Orders – if you are not fully vaccinated. Please speak with your supervisor regarding your testing frequency.

On December 22, 2021, the State Health Officer issued an order (Order) requiring healthcare workers and workers in high risk settings to receive the COVID-19 booster by February 1, 2022, or within 15 days after becoming eligible to receive their booster. Please follow departmental expected practices and contact your Departmental Human Resources Manager if you are concerned about whether the Order applies to you.

I recently received my vaccination, how can I change my vaccination status?

Please visit lac.fulgentgenetics.com to edit/upload your vaccination status, including your COVID-19 booster shot. You will be asked to either upload your CDPH smart QR code or a physical picture of your card so that we can verify your status. Once complete and your vaccination status has been verified, you will no longer be required to submit to testing unless mandated by a local and/or State Health Officer Orders.

Who is my result shared with?

Your test results are secure in our system and only shared with your employer and any relevant State or local reporting agencies. Your supervisor will not see your vaccination status or specific test results. However, in order to ensure you are in compliance with the County's testing/vaccination policies, they will see if you are "cleared," or "not cleared" for work.

Why do I need my insurance card?

All county employees – regardless of vaccination status and purpose for testing – are required to provide their health insurance information in order to test at the nineteen (19) sites. Employees will need to present their health insurance card one time only. The information will be saved for all future tests the County. Tests will remain at no cost to employees.