

BRADLEY HOSPITAL

Employee Home Testing Algorithm

Symptomatic Employees

If you have a cough, shortness of breath, congestion, fever, GI symptoms, sore throat, loss or diminished sense of smell or taste, headache, or muscle aches/fatigue

- Do not complete a home test
- Do not report to work- contact EOHS immediately to have a PCR and/or rapid antigen test scheduled

Asymptomatic Employees

- Test at home approximately 8 hours prior to start of your shift

Negative Test Result

- Report for shift
- Upon arrival to work, complete written "Employee-COVID 19 Attestation Form"

Positive Test Result

- Do not report for shift
- Contact Manager
- Contact EOHS
- Provide EOHS with picture of positive test next to badge

EMPLOYEE HEALTH

Mon-Fri Business Hours: EOHS can schedule testing

Weekends & Off Hours: Please use RIDOH Website portal.ri.gov to schedule testing

Employees will follow CDC/DOH guidelines for people with positive results

Negative PCR Test

- Employee may return to work

Positive PCR Test

- Follow RIDOH isolation guidelines
- EOHS will notify Infection Control

MANAGERS

Must report all aggregated results each day by 10am via the Employee COVID 19 testing results Microsoft form.

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Expectations for employee antigen tests:

- Manager- gives employee anticipated number of tests for one week
- Employee is responsible to complete education that is available on the internet www.lifespan.org/bhccovidtest
- Completing your own test is an attestation to your understanding
 - o If you need help with the testing process you can contact the manufacturer with general questions
 - o If you have questions that need to be answered immediately related to work, please contact your manager.
- Negative employees will arrive to work and sign in on the "Employee COVID 19 Attestation" sheet
 - o Managers will keep this form on file.

To obtain weekly test kits:

- A form will be sent to leadership members- units will approximate the number of tests needed for one weeks' time- this will be the number supplied each week. Should your needs change please email JInsana@lifespan.org ASAP. Please note tests are ordered a week out.
- On Friday's supplies will be distributed from room 301 from noon to one pm.
- Each program will send a representative to room 301 to obtain their supply
 - o if you should need extra tests between these dates, they will be kept in Dr. Mary Sullivans office
 - o Hospital supervisors will have a small number of tests in their office should an employee need one off hours.