



CHECKLIST FOR OUTPATIENT TESTING FOR COVID-19

1. Physical Infrastructure Considerations

- Setting:** A closed room (minimize opportunities for spread to adjoining rooms or occupied spaces) **OR** a well-ventilated open-air venue (away from areas of pedestrian traffic). If considering a “drive-by” venue (tent, other facility), evaluate both pedestrian and vehicular traffic in selecting a location. If specimens are collected in a residential or congregate housing setting (e.g., group home), keep the door closed and other residents at a distance outside the collection room.
- Communications:** Communicate clearly to patients regarding procedures for check-in and testing, recommendations regarding patient preparation (including masking of ill patients on arrival and social distancing). Consider patient and vehicle flow and other logistics. Include instructions regarding patients who may be too ill to collect specimens in an outpatient setting.

2. Personal Protective Equipment

- Use gloves and gowns consistent with Standard and Droplet precautions.
- Use either a surgical mask or a fit-tested N-95 respirator or powered air-purifying respirator. Either a face shield or goggles to protect the eyes is essential.

3. Specimen Collection, Shipping, and Result Reporting

- Verify collection, packing, and shipping procedures for the commercial or hospital laboratory.
- Ensure that you have a process for reporting positive results to the health department.