Thank you for doing your part to keep our community safe by participating in Princeton’s Asymptomatic Testing. This sheet provides information on next steps now that you have undergone one or more COVID test(s) administered by the University. Please hold on to this sheet as it contains information about receiving your results, when you are next due for testing, as well as information on the process of self-collection of saliva samples.

If you lose this sheet, information is also be available on the UHS website at: https://uhs.princeton.edu/health-resources/coronavirus-covid-19

## TEST RESULTS

We expect that you will be notified of your test results within three (3) business days, though there may be some variability based on lab capacity. Please be assured that your test results will be communicated to you as soon as possible. Based on your test results you can expect to receive one of the following communications:

**NEGATIVE:** If you test negative for COVID-19 (SARS-COV-2), you will receive an email from the UHS Global and Community Health team that you have tested negative. A negative result means that there was no detectable SARS-COV-2 virus in your specimen at the time it was collected. You will be asked to return for regular periodic testing to ensure you have remained free of COVID-19.

**POSITIVE:** If you test positive for COVID-19 (SARS-COV-2), you will receive a phone call and email from the UHS Global and Community Health team that you have tested positive. The Global and Community Health Team will work with you to give you instructions on how, where, and for how long you will need to isolate following a positive result.

## WHO TO CONTACT WITH QUESTIONS

For questions about accessibility or to request accommodations please email uhsfrontdesk@princeton.edu.

For other questions related to the asymptomatic testing protocol, please email covidtests@princeton.edu.

## COVID-19 SALIVA TEST KIT SELF-COLLECTION STEPS

The saliva collection process we’re now asking you to do on your own is identical to the process you’ve already completed at the stadium clinic. Now that you have learned the process, you are able to self-collect your saliva sample and drop it off at a designated location. You will no longer have to come to the stadium.

Because there are multiple pieces to the test kit, you will want to collect your sample in a private place where you can set pieces of the kit down on a stable surface. Please do not drink, smoke, or chew gum for 30 minutes prior to offering your sample.

Detailed app instructions are also available in the How to Scan Your Test Kit section. We remain available to help with self-collection if this is a hardship for you, and have alternatives for those who do not have a phone or are otherwise unable to use the app. Students needing assistance should visit the stadium testing site during operating hours, and employees needing assistance should contact their department liaison.

*Up-to-date University guidance and information about COVID-19 can be found at: [http://fall2020.princeton.edu](http://fall2020.princeton.edu)*
1. **Link Your Test Kit to Your Name**
   - Open either the Princeton Mobile or Tiger Safe App
   - Open “Testing Kit” icon
   - Complete authentication using your NetID and password
   - Use your phone camera to scan test kit bar code

2. **Open Lab Bag**
   - No gloves needed, but wash your hands first
   - Remove name/identifier label and alcohol wipe, place to the side
   - Peel back seal on collection kit
   - Remove collection tube and tube cover (with liquid reagent)

3. **Begin Collection**
   - Begin depositing saliva in collection tube, as you have done at the stadium
   - Fill collection tube with saliva (not foam) until volume reaches the black line (do not overfill)

4. **Complete Collection**
   - Remove funnel at top of tube and throw away
   - Apply cover (the piece that contains blue liquid) and twist onto top of collection tube until the liquid is released into the collection tube. Ensure cover is on straight.

5. **Wipe Down Collection Tube**
   - Use alcohol wipe to wipe down collection tube
   - Allow to dry completely

6. **Apply Name/Identifier Label**
   - Place on collection tube horizontally (along the length of the tube, not around the width), alongside the bar code
   - Be sure to avoid covering any part of the bar code

7. **Insert Collection Tube into Clear Lab Bag**
   - Make sure the lab bag is sealed fully closed

8. **Drop off at Campus Drop Box**
   - Sanitize your hands
   - Map of drop boxes available below

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**Collection tips:**

- Let saliva pool at the base of your tongue
- To stimulate saliva secretion, roll your tongue around your mouth
- The reagent (the blue liquid) must be released into the saliva or the test will be invalid
- Type of saliva:
  - Bubbly deposits are okay and will dissolve into saliva
  - Foamy deposits could result in insufficient saliva
- Collect your sample and seal it the bag before taking it to the drop box. Do not plan to provide your sample while standing in the vicinity of the drop box.

**Warnings:**

- The cap of the testing kit can be a choking hazard, so keep out of reach of children and other individuals who are at high risk for choking.
- If at any time the contents of the tube are spilled on your skin, or eyes, wash the affected area with water.
- Do not ingest the blue liquid reagent.

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This chart visually details **good** vs **poor** samples:

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*Up-to-date University guidance and information about COVID-19 can be found at:* [http://fall2020.princeton.edu](http://fall2020.princeton.edu)
WHEN TO DROP OFF YOUR COLLECTED SAMPLE

During the weeks of September 7 and 14, collection kits should be dropped in drop boxes Monday through Friday by 10:00 a.m. Do not put a collected sample in the collection boxes after 10:00 a.m. on Friday. If you miss the Friday drop off, you will need to bring your sample to the stadium before 4pm on Friday to drop it off. Samples will not be picked up over the weekends.

<table>
<thead>
<tr>
<th>Mondays</th>
<th>Tuesdays</th>
<th>Wednesdays</th>
<th>Thursdays</th>
<th>Fridays</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Students from Whitman, First, Butler Colleges (Test 1 of week)</td>
<td>Undergraduate Students from Forbes, Rockefeller, and Mathey Colleges (Test 1 of week)</td>
<td>EHS Staff (Option 1)</td>
<td>Undergraduate Students from Whitman, First, Butler Colleges (Test 2 of week)</td>
<td>Health Care workers &amp; Dept of Public Safety Staff (Test 2 of week)</td>
</tr>
<tr>
<td>Health Care workers &amp; Dept of Public Safety Staff (Test 1 of week)</td>
<td></td>
<td>EHS Staff (Option 2)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

![Undergraduate Students ▶ Employees ▶ Health Care Workers and DPS](image)

WHERE TO DROP OFF YOUR COLLECTED SAMPLE

Drop boxes are currently located indoors at each of the following locations on campus (you will need to bring your PUID in order to get inside these buildings):

- Frist 100 Level
- McCosh Health Center Foyer
- Yosoloff Hall Inside Entry 2
- 200 Elm Lobby (For employees only; students do not have prox access to this building)

New drop box locations will be communicated once they are available.

WHERE TO PICK UP TEST KITS FOR SELF-COLLECTION

For the weeks of September 7 and 14:

For undergraduate students, you will receive two weeks of self-collection test kits at the stadium on your last stadium testing day. If you are unable to pick up your kits at your last in-person test at the stadium, you may pick them up at the stadium on Monday, 9/7 or Tuesday, 9/8. Go to the check in area of the stadium concourse and identify yourself as an undergraduate who was unable to collect kits the previous week. If there is a line, bypass it and ask one of the staff members for assistance in picking up your supply of kits.

For employees, a department liaison will come to your department to distribute the test kits.

How to Properly Store Your Test Kit

- Store your test kit at room temperature.
- Do not store your test kit in direct sunlight.

Up-to-date University guidance and information about COVID-19 can be found at: [http://fall2020.princeton.edu](http://fall2020.princeton.edu)

Updated 9/2/2020
# HOW TO SCAN YOUR TEST KIT

The self-service COVID test kit registration page is located at: [https://scantestkit.princeton.edu](https://scantestkit.princeton.edu). Links to the page can also be found in the Princeton Mobile and TigerSafe mobile apps. Or scan the below QR code to go directly to the page.

## STEP 1
Open the COVID test kit registration page. You can scan this QR code to go directly to the page:

![QR code](image)

You will be asked to authenticate using your Princeton network credentials.

Enter your NetID and Password, and click **LOGIN**.

## STEP 2
If you have been authorized for COVID testing, the application will present a **Read Barcode** button.

If you are not eligible for COVID testing, you will see a message advising you to contact COVIDTests@princeton.edu with your name, NetID, and department for assistance.

Press the **Read Barcode** button, which will open your phone’s camera.

## STEP 3
Center the barcode in the window and focus the image.

It can help to hold the camera around 10 inches above the barcode and use zoom to increase the image size.

Take the picture and if the image is clear select the check mark to send the image.

## STEP 4
If the test kit is successfully registered you will be presented with an informational message showing your test kit was successfully registered.

After successfully registering your test kit, you can close the browser window.

If the image could not be read or the upload was interrupted, you will be presented with an error message advising that the app was unable to read the barcode. You will also be presented with the **Read Barcode** button to try scanning again.

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*Up-to-date University guidance and information about COVID-19 can be found at: [http://fall2020.princeton.edu](http://fall2020.princeton.edu)*

Updated 9/2/2020