

## COVID-19 Clinical Training for Drive-Through Testing Sites

### NOTICE

The COVID-19 community-based testing program is a federally supported, state-directed program in collaboration with Verily's Project Baseline.

The testing guide below has been developed to align with guidelines provided by federal and state public health authorities. Parties adopting this guide should work with their clinical operations, environmental health and safety teams, and their state and local authorities to ensure compliance with relevant laws.

### DISCLAIMER

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## COVID-19 Clinical Training for Drive-Through Testing Sites

### 1. Background

The following document describes suggested instructions to train medical personnel on COVID-19 drive-thru testing sites.

### 2. Scope

This process instruction applies to Clinical Site Leads to train and verify training for medical personnel on COVID-19 drive-thru testing sites.

### 3. Responsibilities

Function/Contributor	Responsibility
Clinical Site Lead	Train and assure training of medical personnel

### 4. Terminology

Term/Acronym	Definition
PPE	Personal Protective Equipment
MT	Medical Tech, Medical Assistant
RN	Registered Nurse

### 5. Materials

- Project Baseline Training Template

### 6. Environmental Health and Safety

#### 6.1. General

- 6.1.1. Read through the entire document to assure overall understanding of the contents.
- 6.1.2. Verify that training to this document, if applicable, is completed before carrying out the process.

#### 6.2. Safety

- 6.2.1. Treat all biological samples as potentially infectious, even if they are screened for common pathogens. Handle in a biosafety cabinet or other physical containment device according to site-specific environmental safety regulations. Contact your supervisor if you have any questions about specific samples and their handling.
- 6.2.2. Take appropriate precautions when using cleaning agents. Read the Safety Data Sheets and follow the handling instructions carefully.

#### 6.3. Waste

- 6.3.1. Refer to **COVID-19 Medical Biohazard Waste Instruction** manual.

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### 7. Preparation

- 7.1. Prior to medical staff coming on-site, send instruction email to medical staff (nurses and med techs) and provide the following information:
  - COVID-19 Personal Protective Equipment
  - COVID-19 Participant Workflow
  - COVID-19 Sample Collection and Transfer
- 7.2. Medical staff will be asked to read and watch informational videos
- 7.3. Medical staff will need to bring Photo ID each day

### 8. Process Steps

- 8.1. Staff will be asked to arrive 2 hours before the start of participant testing on their first day.
- 8.2. Personnel will show photo I.D. and sign in with the Clinical Site lead, who will verify in COVID19 HCP Tracker. Staff will be handed Site bracelets.
- 8.3. Clinical Site Lead or trained designee will walk medical staff through:
  - 8.3.1. Each of the SOPs
  - 8.3.2. Physical walk through checkpoints 1, 2 and 3
- 8.4. In addition, there will be a daily stand-up meeting each morning for clinical staff to discuss updates and assignments

### 9. Records and Data

- 9.1. After training trained medical personnel will have to sign and date one of each **Project Baseline Training Log** corresponding to each SOP trained on.