

### **Checklist to Prepare for Specimen Collection and Testing**

Prior to the onsite specimen collection of your LTC facility residents and staff, please ensure that your facility has completed the following items. All completed forms will need to be provided to the specimen collection vendor at the time of specimen collection.

- For each resident:
  - Printed and signed consent form OR opt out form
- For each staff person:
  - Printed and signed consent form OR opt out form
- Enter the following information into the line list:
  - Last Name
  - First Name
  - Date of Birth
  - Gender
  - Resident or Staff
  - Did the individual consent to test?
  - Did the individual opt-out of testing?
  - Did the individual opt-out because they were previously positive for COVID-19?