

# COVID-19 SCREENING INSTRUCTIONS AND FAQ

(page 1 of 2)

Follow these instructions on how to register for your FREE COVID-19 screening. Remember:

- Registration is only required once.
- Only register the person who is being tested.
- For minors, a parent or guardian will fill out the information on behalf of the student.

## 5 Steps for the Online Form Registration

**Step 1. STUDENT OR ADULT?** If you are a staff member registering to take the test, select "Adult." If you are a parent/guardian registering your minor to take the test or if you are the student, select "Student." Press "Next."

**Step 2. PERSONAL INFO.** Fill out your appropriate information: First Name, Last Name, DOB, Gender, Race and Ethnicity. For staff members, enter your employee ID. For students, enter your student's ID. The student ID might also be their lunch number. Press "Next."

**Step 3. YOUR ADDRESS.** Fill out your home address, city, state, zip code and county. Press "Next."

**Step 4. CONTACTS.** Contacts will be how you will receive test results. You can choose both email and mobile phone (SMS). If you prefer only one way, simply click the red trash button to remove that option.

- For mobile, type in your mobile phone number to receive text messages of your results. You will receive an automated text message to verify your phone number was inputted correctly. Type in the verification code from your messages.
- For email, type in your email if you would like to also be emailed a copy of your results.
- If you would like anyone else to receive a copy of these results please choose "add new contact" and select email or mobile phone (SMS). The second contact will not have a verification code.

Press "Next."

**Step 5. DIGITAL CONSENT FORM.** Write signature below the highlighted yellow section. Press "Submit."

For questions, please email  
[program@communitylabs.org](mailto:program@communitylabs.org)



# COVID-19 SCREENING INSTRUCTIONS AND FAQ

(page 2 of 2)

## QR Code

Once you press submit, you will be given a QR code. You will use this QR code every COVID-19 screening to verify your information. Please save the QR code to your photos by screenshotting the code. It will also be emailed to you for reference.

## FAQ

### **Q. What if I don't know the student ID or employee ID?**

Please contact the school or administrator on site for this information.

### **Q. What if I only want to provide only a phone number or an email, not both, for results?**

Great! Please select the red trash can icon to delete the email section. If you'd like to only receive emailed results, select the red trash can option next to the phone number to delete.

### **Q. What if I am a student and I am 18 years old? Do I need a guardian or parental consent?**

No. Please choose "Student Registration" and provide your information with your student ID.

### **Q. What if I never receive a verification code via text?**

Verify that you have entered the correct phone number. If the number still doesn't work, you can either try an alternate phone number or contact your system administrator.

### **Q. What if I delete my QR code by accident?**

Contact your system administrator.

### **Q. Can I register someone if I don't have their phone/email?**

No, a phone number or email is required for registration.

For questions, please email  
[program@communitylabs.org](mailto:program@communitylabs.org)



# REGISTER FOR YOUR COVID-19 SCREENING

1

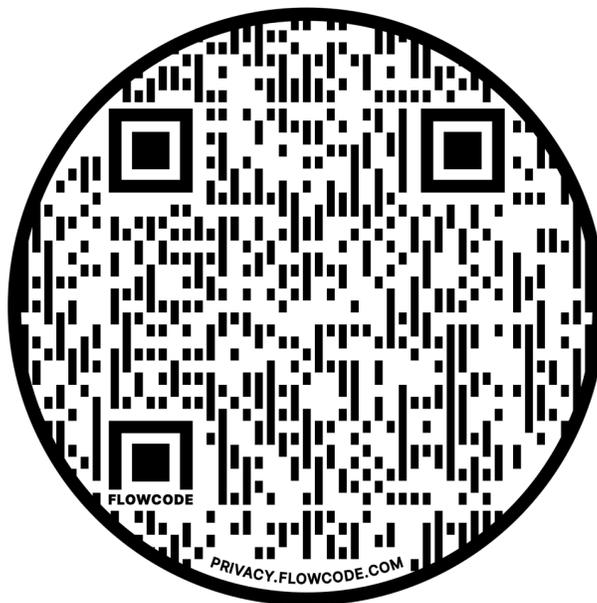
Open camera or QR code reader on phone, zoom in on QR Code below and follow the link provided in browser. [register.communitylabstesting.org](https://register.communitylabstesting.org)

2

Fill out all necessary information on the online form.

3

Once submitted, a new QR code is generated. Save this QR code to your phone and bring to the testing location!



Register with this QR code!

For questions, please email [program@communitylabs.org](mailto:program@communitylabs.org)

