How Districts\(^1\) can Partner with the State of California’s Valencia Branch Laboratory to Provide COVID-19 Testing

Background Information

**What**
The State of California has opened the **new Valencia Branch Laboratory (VBL)** with the goal of dramatically increasing daily COVID-19 testing by another 150,000 tests per day with a rapid turnaround time of under 48 hours\(^2\)

The test kits provided are **anterior nasal swabs**, which can be self-administered and are easier to collect\(^3\)

**Who**
For **local education agencies** (e.g., districts) that would like to expand their COVID-19 testing efforts, the State of California is providing **test kits, test registration software, test processing, and technical assistance**

**Why**
This program aims to make it **easier to start a testing program, ensure timely results and remove barriers** in an organized, cost-effective, efficient manner

State Responsibilities

- **Test kits**
- **Test processing** and, as appropriate, recoup costs through a third-party biller
- **Sample processing** in the laboratory
- **Results with a 24-48 hour turnaround goal**
- **Detailed support and instructions** for operating testing sites
- **Patient registration system**, and test result monitoring and notification system

District Responsibilities

- **Submit request** for required number of test kits
- **Procure PPE and provide physical space** for testing
- **Conduct community outreach** to drive participation in testing
- **Provide staff and manage on-site logistics**, such as patient registration, information collection etc.
- **Supervise self-administered nasal swabs** at testing site
- **Package and coordinate sample transportation**
- **Cover select costs** related to transport, site administration, equipment, and the cost of testing (see Playbook “Billing” section)

8-Step Checklist to Conduct Testing

**Before testing**

1. Creating your collection plan
2. Completing the onboarding forms
3. Completing the onboarding checklist

**Testing day**

4. Registering with Color
5. Receiving test kits
6. Supervising sample collections

**After testing**

7. Shipping collected samples for processing
8. Reporting and billing

This step is completed by the State

All California districts will receive an onboarding email, which contains the district onboarding form, from the State's partner Color. If this email cannot be located or is not received, please visit Color’s support page and submit a request using the support form.

Next Steps & Resources

- **Access the Playbook and other resources for districts** [testing.covid19.ca.gov/school-testing](https://testing.covid19.ca.gov/school-testing)
- **Learn more about VBL & the Testing Task Force** at [testing.covid19.ca.gov/vaencia-branch-laboratory/](https://testing.covid19.ca.gov/vaencia-branch-laboratory/)

Still have questions?

- **Attend an introductory webinar on how to get started by filling out this form**
- **Please reach out to the Testing Task Force at TTFSchoolInquiry@cdph.ca.gov**

\(^1\)For independent charter or private schools, please refer to the [Playbook](https://testing.covid19.ca.gov/school-testing) to learn about your specific onboarding process.

\(^2\)The first step in that process is to complete the VBL [Interest Form](https://testing.covid19.ca.gov/school-testing).

\(^3\)48-hour turnaround time goal from the time the completed samples arrive at VBL.