UNIVERSITY OF ILLINOIS SYSTEM

System Offices Units
COVID-19 Testing FAQS
Updated November 12, 2020

Am I required to participate in COVID-19 testing?
System Offices employees who are returning to regular on-site work on the **Urbana** campus must participate in on-campus testing underline twice per week and have negative results within the previous 4 days to gain access to university buildings. If possible, test on Saturdays, Sundays, or Wednesdays to help shorten lines and enable faster results for everyone. View more information about testing and current testing locations in Urbana here.

System Offices employees who are returning to regular on-site work on the **Springfield** campus must participate in on-campus testing underline once per week. View testing information for Springfield here.

If you are returning to regular on-site work on the **Chicago** campus, you are underline strongly encouraged to test before returning to your workplace. Testing requirements may be changed at a later date. Employees working on-site on the Chicago campus must complete the Daily Monitoring Survey to receive a Daily Admit Pass for access to university facilities. Voluntary saliva-based testing is available and must be scheduled in advance before arriving at a testing site. Walk-in testing is available on a first-come, first-served basis. Mandatory testing remains in effect for designated groups. View additional UIC testing information here.

System Offices employees who continue to work remotely and do not visit their office or other university facilities underline do not have to test.

I am a faculty/staff/graduate student, and I have been tested in the last week. Why doesn't my status in the app match the new testing guidelines? How will I get into buildings?
The university is currently working to implement this change in the Safer Illinois app and the Boarding Pass for faculty, staff and graduate students. We believe we can resolve this soon, but until then, please make sure you are testing once per week. The Wellness Support Associates are aware of this issue, and they will ask you to prove that you are a faculty/staff/graduate student using your i-card or the Safer Illinois app. They will also ask if you have had a negative test in the past seven days.

Do I need to complete the survey from the University of Illinois at Urbana-Champaign regarding testing?
The survey is not required, but will be used to assign testing days if completed. If you do not complete the survey, you will be assigned specific days/times. *System Offices employees who continue to work remotely and do not visit their office or other university facilities underline do not have to test.*

Why do I receive the COVID-19 testing reminder for Urbana-Champaign if I am working remotely 100%?
The reminder system does not know each individual employee's work schedule or remote working arrangement. If you are working remotely 100% of the time and thus not required to be tested, the system will stop sending you reminders after 14 consecutive days of no test results for you. If at some point you do get tested, the 14-day clock will start over so you will start getting reminders again.

Do I have to test if I am returning to the office occasionally, or if I will be coming in outside of regular work hours?
Yes. If your office is on the Urbana or Springfield campus, you must go to an on-campus testing site and have current test results to enter any university facility. You may check your testing status in the Safer Illinois app. Off-campus testing may not be substituted for access to university facilities.

My office is in a rented, off-campus space. Am I required to test twice per week?
Yes. If your job is based on the Urbana or Springfield campuses, you must go to an on-campus testing site and have test results dated no more than four days prior to entering any rented university facility.

Is the required testing considered work time?
Yes, the time you spend at an on-campus testing site to fulfill your testing requirements is considered regular work time and should be completed during your regular work day. Commuting time to and from your workplace in order to fulfill your testing requirements is not considered work time.

Do I need to renew my i-card to access an on-campus testing site?
i-card with expiration dates from March through October have been extended until November 2020. If your i-card is currently expired, or will be expiring during this time, you should renew your card before November. However, expired i-cards will be accepted at testing sites. If you have an older i-card that does not have an expiration date, your card will continue to work for on-campus COVID-19 testing.

You may also use the Illinois app to show your electronic i-card (Illini ID) if your i-card is not available.

Note: From Tuesday, August 11 – Friday, August 28, 2020, the Urbana i-card Center will be located in the Illini Union Room A.

How can I prove I have fulfilled my testing requirements for entry to university facilities?
Fastest and preferred method:
- Download the Safer Illinois app to your phone to display your testing status to gain entry into university facilities. The app can help you find the nearest testing center as well as provide the current COVID-19 guidelines for your county. *Using the app is highly encouraged to help protect our university community, however it is not required. You may use you i-card as in the alternative methods below.*

Alternative methods:
- Use the i-card Programs' Boarding Pass site to login and show your entry flag in real-time on your mobile phone at the door
- Use the i-card Programs' Boarding Pass site to login and print off your entry flag each morning to show at the door
- Arrive at the door and ask the Classroom Wellness Support Associate (CWSA) to radio to a Zone Manager who will look you up via NetID (or UIN) and radio back your entry flag to the CWSA. You'll need a form of identification to present to the CWSA before the Zone Manager will look up your status.

Note: Starting August 24, buildings with classrooms will be monitored by CWSAs. Staff should avoid arriving at the same time as students arriving for classes in the building.

I am uncomfortable coming to campus for testing or returning to my regular workplace before a COVID-19 vaccine is available. What should I do?
Please refer to the System Offices Flexible Work Arrangements document for guidance, or contact System HR.

I received a phone call from the CU Public Health Contact Tracing Unit. What should I do?

If you are located on the Urbana campus, you may receive a phone call from the **CU Public Health Contact Tracing Unit (312-777-1999)** if you test positive or have been in contact with someone who has tested positive. Please be sure to answer the call or respond as quickly as possible. The speed at which we help them is critical. They will give you your isolation instructions and may need information from you regarding any individuals they need to talk to about potential exposure.

Find the most current COVID-19 information, including any changes to testing requirements, on the System HR COVID-19 Resources page. Additional questions regarding COVID-19 or returning to the workplace plans may be directed to System Human Resource Services at SystemHRServices@uillinois.edu or 217-333-2600.