

MEMORANDUM

TO: All University Employees

FROM: The AAMU COVID-19 Response Task Force
Office of Human Resources

CC: Department of Public Safety

RE: Updated 2021 Spring Semester Re-Entry

DATE: December 31, 2020

The AAMU Student Health and Counseling Center is partnering with the Office of Human Resources and Huntsville Hospital to test all faculty and staff (including part-time and adjunct) for COVID-19 before returning to campus for the Spring 2021 Semester.

Mandatory re-entry testing will be facilitated over three days at Louis Crews Stadium. Employees are asked to comply with the testing schedule below, and telework until designated testing day. Testing will be drive-through only, so you are asked to remain in your vehicle. Please bring a copy of your insurance card (co-pay not required).

Employees will receive a PCR test from Huntsville Hospital, and a rapid test from the Student Health Center on their assigned day. Results from the rapid test will be provided through the Navica App (see important instructions below about the App).

Testing schedule:

- Monday, January 4th – All non-essential employees telework.
- Tuesday, January 5th – Testing for all essential employees (as designated by Division Vice President/Head), from 9am – 1pm.
- Tuesday, January 5th – Testing for non-essential employees with a last name beginning with A – F, from 9am – 1pm.
- Wednesday, January 6th – Testing for non-essential employees with a last name beginning with G – N, from 9am – 1pm.
- Thursday, January 7th – Testing for non-essential employees with a last name beginning with M – Z, from 9am – 1pm.

Additional Guidance:

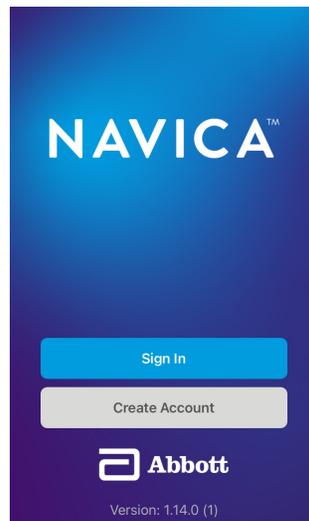
Flow of Traffic to the Stadium

- Meridian Street to Holloway Road
- Make a right onto Bates Circle

- Drive up to the tent at the George H. Hobson Fieldhouse to receive your COVID-19 rapid test (STOP #1)
- Proceed to the west (home) side of the stadium to receive your COVID-19 PCR test (STOP #2)
- Exit using Davis Road or Meridian Street

Receiving Test Results

Rapid results from STOP #1 will be delivered through the Navica App, available in the App Store and Google Play. Please download the Navica App (an example of the App Icon is below).



Follow the steps below to set-up an account prior to arriving at the testing location

- Click on Create Account
- Read the End User License Agreement and click Agree and Continue
- Read the Navica Privacy Notice, and click Agree and Continue
- Enter your personal email address and click Send Code
- Check your personal email account to retrieve your Verification Code
- Return to the Navica App to enter your Verification Code and click Verify Code
- Create Your Password and click Set Password
- Manually enter information from your driver's license. Note: select Education: University or College for participant type
- Display your Navica ID (on your device) upon engaging with health professional at STOP #1

Employees with a **negative rapid test** may return to campus on date designated by his/her supervisor. The Student Health Center will report positive rapid test results to Human Resources. Huntsville Hospital will provide PCR test results directly to employees, once available.

A positive rapid or PCR test requires isolation until a subsequent negative test is received. Employees are asked to immediately report positive PCR test results and direct contact(s), as defined by the CDC, to the Office of Human Resources at 256-372-5835.

Please be advised that not completing the above steps in a timely manner could be perceived as insubordination.

If you have any questions about testing, please contact Student Health and Counseling Center at 256-372-5601.

Thank you for your cooperation.