University of Louisville COVID-19 Surveillance Program

Steps in the Process for Specimen Submission for COVID-19 Testing

- Specimen from patients and healthcare workers can be brought to the site for testing.
- Bring the specimen to the Louisville COVID-19 Surveillance Program testing site located at 505 S. Hancock Street, Louisville KY 40202. This is the Clinical and Translational Research building on the University of Louisville Health Sciences Center campus. Park at a meter in front of the building. Meters are currently covered with a blue bag so no need to pay for parking.
- The building door is controlled access but the security guard can see you as you arrive and will let you in. If you have any trouble gaining access, contact Dr. Ruth Carrico at 502-640-8026. Specimen can be dropped off from 7am-6pm, seven days a week.
- Specimen should be collected via nasopharyngeal swab using the standard swab and transport media used for respiratory viruses. This often consists of a FLOQ swab and viral transport media.
- Collect the specimen and put the swab in the transport media. The swab should break off at the top of the media vial so the top of the vial can be screwed on securely. The swab stays inside the transport media vial.
- Make sure the specimen vial is properly labelled with the patient name, date of birth, medical record number, room number, and facility name.
- If your facility has a test request form, or some form to use that helps provide paper identification of the facility and the patient, please complete it and bring one with each specimen. If you do not have a form, please use a patient label and stick onto a blank paper. This helps ensure we have appropriate identifiers for each specimen.
- Place specimen vial in a biohazard bag for transport and bring to the testing site in an appropriate container with an ice pack to help keep the specimen cool.
- For healthcare personnel, our approach is to retest the healthcare worker 7 days after the positive test. Before they return to work, we suggest repeating the test every 2-3 days until two consecutive tests are negative. We can work more closely with your facility to help with this process, if needed.
- We will need to identify two contacts in your facility:
  - Medical director or their designee who we can contact regarding results. We will need phone and email. We will use the email address to send a link to the database so that person can see all results real-time.
  - Someone from contracts and billing so we can initiate a service agreement. This agreement will outline the cost per test ($150) and enable us to send an invoice regularly.
- Please reach out to Dr. Ruth Carrico with any questions. Ruth.carrico@louisville.edu or cell 502-640-8026.