Employee Communication
COVID-19 TESTING POLICY
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Please share with your teams.
Attached to this message: COVID-19 Testing Policy

KEY MESSAGES

- Employee health and safety is a priority. Under legislation, the City has a responsibility to ensure that all reasonable measures have been taken to minimize the spread of COVID-19 in the workplace.
- The COVID-19 Testing Policy was approved and applies to employees, staff, interns and students. Contractor vaccination and testing requirements fall under Proof of COVID Vaccination Administrative Policy.
- The purpose of the COVID-19 Testing Policy is to reduce the risks of COVID-19 in the workplace and to provide a safe environment for employees and the public.
- The City will be Rapid Antigen Testing for asymptomatic screening of employees who choose not to disclose their vaccination status or who are not fully vaccinated.
- Proof of a negative COVID-19 test is required at least every 7 days.
- The Employee Testing Site will operate October 1 to November 15.
- After November 15, 2021 employees must arrange to obtain a test at a private testing facility outside of work time at their own cost.
- City Employee ID, a Health Card and a completed consent form is required when presenting at the Employee Testing Site.

INFORMATION

The best protection against COVID-19 is to get fully vaccinated. Employees continue to have access to paid time off for vaccinations. For information on vaccination clinics visit Saskatchewan.ca

COVID-19 Rapid Antigen Tests

- Are for screening purposes only
- Are NOT to be used for diagnosis of acute COVID-19 infection
- Utilize a nasal swab
- Are used only on people who DO NOT have symptoms
- Should be used with other public health measures such as symptom screening, physical distancing, masking and hand hygiene
Screening Eligibility and Frequency
To be eligible for this program, individuals must:

- Be asymptomatic (do not have any symptoms of COVID-19).
- Have not had any contact with a known positive case of COVID-19.
- Have not had COVID-19 within the last 90 days. The screening test may pick up results from the previous infection.

Individuals experiencing symptoms as shown below should immediately self-isolate, contact HealthLine 811 and arrange for PCR testing.

Pre-screening Procedure
Pre-screening must be completed for each participant every time they present for testing. As participants present themselves for screening, they must line up two metres apart in front of the pre-screening area. Participants must have City of Regina Employee ID, a Health Card and be wearing a mask covering their nose and mouth.

QUESTIONS AND ANSWERS

What if I refuse to show proof of vaccination or a negative test?
Employees who refuse to comply with the requirements of the COVID-19 Testing Policy will not be permitted in any City premises and may be subject to consequences which may include disciplinary action up to and including termination of employment.

Who is conducting the rapid antigen testing at the Employee Testing Site?
Testing is being done by trained Fire & Protective Services Paramedics.

What happens after November 15?
Employees will be required to provide proof of a negative test from a private testing facility on
their own time and at their own expense.

**How often do I have to be tested?**
At least every 7 days.

**How will I know when to go for testing?**
Your Manager will receive a notice from People & Organizational Culture and will work with you to identify a time for testing.

**Are my test results private? Who sees them?**
Test results are private and confidential, information is only shared on a need-to-know basis.

**What happens if I test positive?**
The rapid antigen testing is for screening purposes only. If you test positive you will be instructed to return home and contact 811 for further guidance.

**If I’m not feeling well and have some of the symptoms of COVID-19, can I still go to the Employee Testing Site?**
No, call 811.

**If I have received one vaccination but am not fully vaccinated, do I have to show a negative test?**
Yes. Only employees who are fully vaccinated will be exempt from providing proof of a negative test.

**Where do I find more information on the Province’s new safety measures?**
Visit [Saskatchewan.ca](http://Saskatchewan.ca) for more information.