

## Asymptomatic Screen Testing (Antigen Testing)

### Policy:

Raglan Village will implement rapid antigen Point-of-Care testing (POCT) (“antigen POCT”) for asymptomatic COVID-19 testing of staff, students, contractors, volunteers, and visitors at the frequencies outlined in the CMOH Letter of Instruction and in compliance with ministry directives (Directive #3, Retirement Homes Policy to Implement Directive #3, and regulatory requirements as applicable (RHA, Health Care Consent Act, PHIPA, Occupational Health and Safety Act, etc.). These individuals must demonstrate a negative antigen POCT to enter the residence. This policy also aligns with Public Health Ontario and Ministry of Health guidance on [COVID-19 testing](#) and [antigen point-of-care testing](#). Antigen POCT does not replace public health measures such as vaccination, symptom screening, physical distancing, masking and hand.

### Definition:

“Fully vaccinated” means an individual has received:

- The full series of a COVID-19 vaccine authorized by Health Canada, or any combination of such vaccines,
- One or two doses of a COVID-19 vaccine not authorized by Health Canada, followed by one dose of a COVID-19 mRNA vaccine authorized by Health Canada, or
- Three doses of a COVID-19 vaccine not authorized by Health Canada; and
- They received their final dose of the COVID-19 vaccine at least 14 days ago

(Source: [Ministry of Health’s COVID-19 Fully Vaccinated Status in Ontario](#) document)

### Testing Parameters

- Staff, students, contractors, volunteers, and visitors will be tested at frequencies outlined below.
- Antigen POCT is only for asymptomatic individuals for screening purposes only.
  - Any individual who is currently symptomatic or has been in contact with a confirmed case of COVID-19 should be directed to obtain a diagnostic test instead of antigen POCT.
- A positive result on a rapid antigen POCT is considered a preliminary positive and may be followed up with a lab-based PCR test at an approved specimen collection centre to act as a confirmatory test within 24 hours. However, as of December 31, 2021, a positive antigen POCT no longer requires PCR confirmation.
- Those who have previously been diagnosed with and cleared of COVID-19 infection may resume asymptomatic screening testing after 30 days from their COVID-19 infection (i.e., 30 days after the date of their initial positive result or onset of COVID-19 symptoms).
- Children 2 years and under are exempt from asymptomatic testing.
- Testing if in outbreak will be managed by the local PHU.

### Verification of Results

Required Individuals as set out in the CMOH Letter of Instruction (staff, contractors, volunteers, students, General Visitors, and Essential Visitors, including External Care Providers must provide verification of a negative antigen POCT result in a manner determined by the residence that enables the residence to confirm the result at its discretion.

1. Required Individuals as set out above must demonstrate a negative antigen POCT in one of the following residence-approved ways:
  - a. Completion of test onsite and results read and documented by designated staff.

b. Proof of a negative antigen POCT taken on a specific calendar day\* at another location (e.g., retirement home, healthcare facility, etc.) and results documented and signed off on by a designated person at the other location. (See Appendix B for sample)

c. Physical proof of a negative POCT taken on a specific calendar day\* done by the individual at home prior to working or visiting. Antigen POCTs may be provided by the home to the individual for this purpose.

\*Note: Calendar date dependent on the frequency of testing required – e.g., daily, twice weekly)

### **Antigen Testing**

#### **Implementation Requirements:**

The residence must have:

1. An agreement to perform testing {if under Provincial Antigen Screening Program} and notification of the local PHU.
2. Designated staff to be trained and available to conduct testing. [Note: Based on a regulatory exemption (see References), more individuals can perform antigen testing, including non-regulated health workers. Homes are responsible for ensuring those performing testing have the “knowledge, skills, and judgement” and can establish who among their staff meet this criteria if trained (e.g., PSW, UCP, receptionist, etc.)]\*
3. A process to train staff who will be responsible for oversight of the antigen POCT program, including specimen collection and testing, supervising self-swabbing (as applicable), reading and communicating results, and disposal of hazardous waste.
4. A process to obtain consent to administer an antigen POCT, in accordance with the Health Care Consent Act, 1996.
5. A process to ensure that the collection, use and disclosure of personal health information is in accordance with the Personal Health Information Protection Act, 2004 (PHIPA).
6. Designated administrative resources available to track results and statistical information.
7. Designated physical space and infrastructure to conduct testing that promotes privacy, confidentiality and physical distancing.
8. A designate to ensure sufficient supply of test kits and PPE on site to facilitate testing.
9. A process to safely dispose of and store hazardous waste onsite until which time a contracted provider can remove the materials from the residence (see [Safe Handling and Management of Rapid Antigen COVID-19 Testing Waste](#)).
10. A contingency plan for back up in the event that trained staff are absent.

#### **Methodology:**

The method used for antigen POC testing will be directed by provincial governing bodies {or per company policy if privately initiated} and local PHUs and influenced by availability of specimen collection kits and qualified staff. Additionally, specimen collection will be conducted in accordance with the type of swab included in the test kit and the kit instructions for use/manufacturer’s label.

- **Nasopharyngeal (NP) swab** (can only be conducted by certain regulated health professionals)
- **NP swab alternative collection:** Combined throat and both nares, deep nasal (both sides) and/or anterior nasal (both sides) specimen collection
- **Nasal Swab:** deep nasal (both sides), combined throat and both nares, and/or anterior nasal (both sides) specimen collection
- **Self-swabbing:** if supervised by a trained individual (regulated or unregulated health care professional who must consult [self-swabbing training resource](#) from Ontario Health)
- **Unsupervised Self-swabbing:** voluntary self-swabbing at home; individual must consult [self-swabbing training resource](#) from Ontario Health and receive copy of MOH’s COVID-19 Guidance:

*Considerations for Antigen Point-of-Care Testing (Note: Waste generated from this method is exempt from guidance for workplace disposal of test kits, rather consult local municipality's by-laws on proper disposal of this waste to ensure it can be disposed of with household trash)*

- o Antigen POCTs may be provided to staff, students, contractors, volunteers, General Visitors and Essential Visitors so testing can be done in their homes prior to working or visiting.

**Frequency:**

1. Antigen POC testing will be performed at the frequency outlined in the CMOH Letter of Instruction.
  - a. A staff member, contractor, student, volunteer or Essential Caregiver who **has provided proof of full vaccination** must submit to regular antigen POCT for COVID-19 and demonstrate a negative result at minimum twice every seven days on Tuesday and Friday every week in the Baker's Kitchen at Raglan Village.
  - b. A staff member, contractor, student, volunteer or Essential Caregiver who has **not provided proof of full vaccination** OR is a Support Worker, Personal Care Service Provider or a General Visitor, **regardless of vaccination status** must submit to regular antigen POCT for COVID-19, and demonstrate a negative result, prior to entry. Results are valid for a calendar day.
  - c. An External Care Provider subject to the vaccination policies required under Chief Medical Officer of Health's Directive #6 must submit to regular antigen POCT for COVID-19 **regardless of their vaccination status** and demonstrate a negative result prior to entry. Results are valid for a calendar day.
  - d. If the residence has made reasonable efforts but has an inadequate supply of antigen point of care tests to comply with the above frequencies, all Required Individuals are to submit to regular antigen point of care testing for COVID-19 and demonstrate a negative result at minimum twice every seven days.
2. If an individual has tested positive for COVID-19 in the past 30 days, antigen POCT will not be initiated. This individual may provide proof of the positive COVID-19 test that includes the date of the positive result or inform the home when they first developed COVID-19 symptoms. After 30 days have passed since the date of the positive test, the individual will be required to complete regular antigen POCT.

**Procedure for Onsite Testing:**

1. A designated area will be used for all testing that allows some degree of privacy.
2. Testing will be done upon individuals' entry to the residence.
3. Prior to each test, the individual being tested will be asked to sign a form providing consent to the residence to administer a COVID-19 test. In circumstances where diagnostic tests are being conducted, the individual being tested will also be asked to sign a form providing consent to the local PHU or the local laboratory to release test results to the residence.
4. Staff will wear PPE (gown, medical mask, eye protection and gloves) while conducting testing and will perform hand hygiene before and after testing.
5. Staff will ensure high touch surfaces are cleaned between individuals.
6. Staff will collect *{or supervise}* and process specimens according to the manufacturer's instructions.
7. Staff will interpret and communicate results (see *Result Interpretation and Communication* below).
8. The Infection Control Designate (ICD) will track testing and record all results. *{If under Provincial Antigen Screening Program, data will be reported to the ministry at the required frequency}.*
9. The ICD will inform the General Manager of any staff, students, contractors, volunteers, or visitors who refuse to comply with testing.

10. Any positive antigen POCT result will be followed-up with confirmatory laboratory-based PCR testing.
11. Continued adherence to protocols for IPAC, physical distancing, PPE, hand hygiene and active COVID-19 screening will be reinforced.

### **Result Interpretation and Communication**

#### Negative Antigen POCT Result:

- Any individual who receives a negative test result will be notified in a manner upholding privacy and confidentiality, and will be advised that they can return to work/will be permitted entry into the residence, following all IPAC measures.
- Results will be recorded in tracker.

#### Positive Antigen POCT Result:

- Any individual who receives a positive test result will be notified in a manner upholding privacy and confidentiality, not permitted entry into the residence, and will be advised to return home to self-isolate.
- Individual who receive a positive antigen POCT result may follow up with a lab-based PCR test at an approved specimen collection centre to act as a confirmatory test within 24 hours. This is not a requirement.
- The individual must follow isolation requirements and may return to the residence per public health or residence direction as applicable (e.g., test to work protocol).
- All positive antigen POCT results will be communicated to the ICD, General Manager, and corporate team as applicable, and results recorded in tracker.
- If an employee tests positive for COVID-19 on a diagnostic molecular test due to exposure at the workplace, written notice will be provided within 4 days of being advised to: Ministry of Labour, Training and Skills Development; Joint Health and Safety Committee or Health and Safety Rep; trade union if applicable. If applicable, reporting to WSIB will be done within 3 days.

#### **Attachments:**

Appendix A - Sample Antigen Point-of-Care (POC) Testing Consent Form

Appendix B - Sample Proof of Antigen Point-of-Care Test

Appendix C - Sample COVID-19 Antigen Point-of-Care (POC) Testing Tracker ([Excel Document](#))

- Sample Staff Asymptomatic Screening Signature Log
- Sample Confirmed Positive and False Positive Results Log
- Sample Weekly Summary of Staff Antigen POC Testing

Appendix D - Ministry of Health Handout for Employees (Positive COVID-19 Rapid Antigen Test)

#### **References & External Resources:**

Laboratory and Specimen Collection Centre Licensing Act, 1990

<https://www.ontario.ca/laws/statute/90I01>

- Reg. 683 Specimen Collection Centres  
<https://www.ontario.ca/laws/regulation/900683>
- Reg. 682 Laboratories  
<https://www.ontario.ca/laws/regulation/900682>

Ministry of Health (MOH) COVID-19 Guidance: Considerations for Antigen Point-of-Care Testing

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[http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Antigen\\_Screening\\_Guidance\\_2021-03-5.pdf](http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Antigen_Screening_Guidance_2021-03-5.pdf)

Ministry of Health (MOH) COVID-19 Guidance: Considerations for Privately Initiated Testing  
[https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Considerations\\_for\\_Privately-Initiated\\_Testing.pdf](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Considerations_for_Privately-Initiated_Testing.pdf)

Provincial Antigen Screening Program (*all relevant resources including Agreement*)  
<https://www.orcaretirement.com/news/coronavirus-update-resources/pasp/>

Ontario Health Resources: <https://www.ontariohealth.ca/COVID-19/Health-System-Response-Resources#panbio>

Ministry of Health COVID-19 Provincial Testing Guidance Update  
[https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019\\_testing\\_guidance.pdf](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_testing_guidance.pdf)

Public Health Ontario (PHO) Abbott Panbio™ COVID-19 Antigen Rapid Test: Biosafety Considerations  
<https://www.publichealthontario.ca/-/media/documents/lab/covid-19-abbott-panbio-antigen-rapid-test-biosafety.pdf?la=en>

Antigen Testing Services Directory (*Resource to search for a service provider offering testing services*)  
<https://covid-19.ontario.ca/antigen-testing-services-directory>

### **Training Resources:**

Ontario Health Provincial Antigen Screening Program (PASP) Training Resources  
[https://www.orcaretirement.com/wp-content/uploads/Attachment-6-PASP-Training-Resources\\_2021-03-19.pdf](https://www.orcaretirement.com/wp-content/uploads/Attachment-6-PASP-Training-Resources_2021-03-19.pdf)

Ontario Health (OH), Public Health Ontario (PHO) - Testing Swabs: Preferred Specimen Collection Methods  
[www.ontariohealth.ca/sites/ontariohealth/files/2021-02/preferred-swab-collection-methods-EN.pdf](http://www.ontariohealth.ca/sites/ontariohealth/files/2021-02/preferred-swab-collection-methods-EN.pdf)

Training Video: Self-Collection for COVID-19 Antigen Rapid Testing  
<https://www.youtube.com/watch?v=HrgzR0pydJk>

Abbott Panbio COVID-19 Nasopharyngeal Swab Test Procedure [Video]  
<https://alere.wistia.com/medias/itnrrnblp2/> Additional Instructions for use:  
<https://www.globalpointofcare.abbott/en/product-details/panbio-covid-19-ag-antigen-test.html>

### **Government Directives/Policies**

OCMOH Instructions issued by the Office of the Chief Medical Officer of Health  
[https://mcusercontent.com/Of7b468f27a8cf1a453f09536/files/d38329ae-c6b3-b2a4-c517-043434d3e83e/CMOH\\_Instructions\\_Licensed\\_Retirement\\_Homes\\_Dec\\_242021EN.pdf](https://mcusercontent.com/Of7b468f27a8cf1a453f09536/files/d38329ae-c6b3-b2a4-c517-043434d3e83e/CMOH_Instructions_Licensed_Retirement_Homes_Dec_242021EN.pdf)

Retirement Homes Policy to Implement Directive #3  
[https://mcusercontent.com/Of7b468f27a8cf1a453f09536/files/f4da399d-761e-e8ac-5b2c-d6806b50872c/Retirement\\_Homes\\_Policy\\_to\\_Implement\\_Directive\\_Jan\\_7\\_2022\\_Final.pdf](https://mcusercontent.com/Of7b468f27a8cf1a453f09536/files/f4da399d-761e-e8ac-5b2c-d6806b50872c/Retirement_Homes_Policy_to_Implement_Directive_Jan_7_2022_Final.pdf)

## Appendix A - Sample Antigen Point-of-Care (POC) Testing Consent Form

Asymptomatic testing using rapid antigen Point-of-care Testing (POCT) will be conducted for staff, students, contractors, volunteers, and visitors.

Frequencies per the CMOH Letter of Instruction are:

- a) A staff member, contractor, student, volunteer or Essential Caregiver who is **fully vaccinated** must submit to regular antigen POCT for COVID-19 and demonstrate a negative result at minimum twice every seven days *[or insert interval as determined by home]*.
- b) A staff member, contractor, student, volunteer or Essential Caregiver who has **not provided proof of full vaccination** OR is a Support Worker, Personal Care Service Provider or a General Visitor, **regardless of vaccination status** must submit to regular antigen POCT for COVID-19, and demonstrate a negative result, prior to entry. Results are valid for a calendar day.
- c) An External Care Provider subject to the vaccination policies required under Chief Medical Officer of Health's Directive #6 must submit to regular antigen POCT for COVID-19 **regardless of their vaccination status** and demonstrate a negative result prior to entry. Results are valid for a calendar day.
- d) If the residence has made reasonable efforts but has an inadequate supply of antigen point of care tests to comply with the above frequencies, all Required Individuals to submit to regular antigen point of care testing for COVID-19 and demonstrate a negative result at minimum once every seven days *[or insert interval as determined by home]*.

If an individual has tested positive for COVID-19 in the past 30 days, antigen POCT will not be initiated. This individual **may** provide proof of **the positive COVID-19 test that includes the date of the positive result or inform the home when they first developed COVID-19 symptoms. After 30 days have passed since the date of the positive test,** the individual will be required to complete regular antigen POCT.

Antigen POCT is only for asymptomatic individuals for screening purposes only, and will NOT be used to diagnose COVID-19 infection. Like any medical test, there is a potential for a false positive or false negative COVID-19 result. Testing does not prevent someone from getting COVID-19. Polymerase Chain Reaction (PCR) with a Nasopharyngeal (NP) swab is the preferred specimen for diagnostic purposes. Additionally, antigen POCT does not replace public health measures such as vaccination, symptom screening, physical distancing, masking and hand hygiene.

The test will generate a result within 15-20 minutes. (Name of Residence) may share the number of tests conducted and test results with government bodies (with personal identifiers removed). If you test positive, (Name of Residence) is obligated to report the results of your test, your name, contact information and any other personal information that is required to enable contact tracing to the appropriate provincial or public health authority. If you test positive, you **may be asked** to undergo **diagnostic testing to confirm the positive antigen POCT result.**

Please be assured that (Name of Residence) has appropriate processes and protocols in place to ensure your test results will be collected, stored, and disclosed in a safe and secure manner. If you have any questions about this process, please contact the Director of Care or General Manager.

**I, the undersigned consent to (Name of Residence) conducting antigen point-of-care testing at the frequency set out by the Chief Medical Officer of Health and to the use and disclosure of my personal information as described above. I understand that this testing information may be used by (Name of**

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Residence) for the purpose of determining whether I can enter (Name of Residence), or whether I need to self-isolate, and if so, for how long.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Witness: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_



## Appendix B - Sample Proof of Antigen Point-of-Care Test

*Note: Retirement homes may provide test recipients with proof of antigen POCT results upon request.*

*This may be used by another location for confirming proof of a negative antigen POCT on a specific calendar day.*

<p><b>Name of Individual Tested:</b> _____</p> <p><b>Indication for Testing:</b> <input type="checkbox"/> Staff <input type="checkbox"/> Contractor <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Volunteer</p> <p><b>Date of Antigen Test:</b> _____ (mm/dd/yyyy)</p> <p><b>Test Result:</b> <input type="checkbox"/> Positive <input type="checkbox"/> Negative</p> <p><b>Test Completed At:</b> _____ (Name &amp; Location of Retirement Home Where Antigen Test Administered)</p> <p><b>Result Verified By:</b> _____ (Name &amp; Contact Info of Staff Member Who Can Be Contacted to Validate Info)</p>
<p><b>Name of Individual Tested:</b> _____</p> <p><b>Indication for Testing:</b> <input type="checkbox"/> Staff <input type="checkbox"/> Contractor <input type="checkbox"/> Student <input type="checkbox"/> Visitor <input type="checkbox"/> Volunteer</p> <p><b>Date of Antigen Test:</b> _____ (mm/dd/yyyy)</p> <p><b>Test Result:</b> <input type="checkbox"/> Positive <input type="checkbox"/> Negative</p> <p><b>Test Completed At:</b> _____ (Name &amp; Location of Retirement Home Where Antigen Test Administered)</p> <p><b>Result Verified By:</b> _____ (Name &amp; Contact Info of Staff Member Who Can Be Contacted to Validate Info)</p>



## Appendix C - Sample COVID-19 Antigen Point-of-Care (POC) Testing Tracker

Download the Excel template here:

<https://drive.google.com/file/d/1hywfuPnXGmXQlpQZPIOJbo8VySLsWwH0/view?usp=sharing>

**Includes:**

- **Sample Staff Asymptomatic Screening Signature Log**

Sample Staff Asymptomatic Screening Signature Log				
Week of:				
Date	Time	Staff Name	Employee Signature indicating Swab Completed	Department

- **Sample Confirmed Positive and False Positive Results Log**

Sample Confirmed Positive and False Positive Results Log				
Staff Name	Birthdate (dd/mm/yy)	Positive Antigen POC Test (Date)	Positive Confirmed by PCR (Date)	Negative PCR (Date)

- **Sample Weekly Summary of Staff Antigen POC Testing**

Sample Weekly Summary of Staff Antigen POC Testing						
Name of Retirement Home:						
Week of (Monday to Sunday):						
Screening Tool	Antigen POC Test				PCR Results	
	# of Employees Screened	# of Negative Results	# of Positive Results	# of Invalid Results	Confirmed Positive by PCR	False Positive by PCR

## Appendix D – Ministry of Health Handout for Employees (Positive COVID-19 Rapid Antigen Test)

Source: [https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Antigen\\_Screening\\_Guidance\\_2021-03-5.pdf](https://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/Antigen_Screening_Guidance_2021-03-5.pdf) (Updated December 16, 2021)



### Handout: What to do if you have a positive COVID-19 rapid antigen test

A positive rapid antigen result means that you may be infected with COVID-19. However, antigen tests may occasionally produce false positive results, and you will need a regular laboratory test or a rapid molecular test in order to confirm your result and to allow the public health unit to know about your result.

Here are key steps to follow if you get a positive rapid antigen result:

#### 1. Self-Isolate

- Go home immediately and [self-isolate](#) (with the exception of leaving to get a confirmatory test).
- Avoid contact with other people including your household members.

#### 2. Confirm the result

- Get tested as soon as possible (ideally within 48 hours) with a regular laboratory test or a rapid molecular test. Go to [covid-19.ontario.ca](https://www.covid-19.ontario.ca) to find a designated testing centre near you.
- Continue to [self-isolate](#) at home until you receive your confirmatory test result.
- This means that you should only leave your home to get the confirmatory test, or for critical reasons (like a medical emergency) and avoid contact with other people (including your household members).
- If your household members are not fully vaccinated, they should also self-isolate while you wait for your confirmatory results.
- If your confirmatory test is positive, you will need to continue self-isolating, and your local public health unit will be in contact with you.
- If the confirmatory test is a rapid molecular test and this is negative, you will still need to undergo a confirmatory laboratory-based test to clarify if you have COVID-19 infection. Continue to [self-isolate](#) while waiting for the laboratory result.

#### 3. Safely return to work

- If you receive a negative result from a confirmatory laboratory-based test at a designated testing centre you may be able to [return to work](#) before 10 days at the direction of your public health unit.

If you do not get a confirmatory test, you should remain self-isolated until 10 days have passed since your positive antigen test result. If you do not get a confirmatory test you should inform everyone you were in close contact with in the 48 hours before your antigen positive result that they should get tested and monitor for symptoms. If they are not [fully vaccinated](#) they should also self-isolate.