



COVID-19 Testing Consent Form Process

2021 - 2022



Student and Staff Registration and Consent Process for COVID-19 Testing ▶▶

- ▶ **Link to HISD Testing Registration and Consent** - For older students, staff, and the parent/guardian of minor students to complete consent process prior to testing. ([website](#))

▶ Step 1

Getting Started Screen

This screen is the beginning of the online consent process. Tests are collected at designated schools following an established schedule.

Test results are available for viewing 24-48 hours after samples arrive at Fulgent's laboratory. In many cases, results are available the same day as sample collection.

Because testing is sponsored by the Houston Health Department, you will never need to provide insurance information.

The screenshot shows the Fulgent website interface for COVID-19 testing. At the top left is the Fulgent logo, consisting of an orange circle with a white dot inside, followed by the word "fulgent" in a lowercase, sans-serif font. Below the logo is the heading "Get tested for COVID-19" in a large, orange, serif font. The main text reads: "To register for testing or to schedule an appointment, please click on the 'begin' button below. Within 48 hours of the sample arriving at the lab, you should receive a text and/or email with information on how to access your COVID test result." Below this is a section titled "To register for testing you will need:" followed by a bulleted list: "• Student or employee ID number" and "• Insurance information (if applicable)". Another section titled "If you are already registered and would like to schedule an appointment you will need:" follows, with a bulleted list: "• Your preferred date, time and testing location". At the bottom, there is a line of text: "For additional testing resources, please visit the **Centers for Disease Control** and/or the **World Health Organization**." At the very bottom center is a prominent orange rectangular button with the word "BEGIN" in white, uppercase letters.



Step 2

ID & Site Identification

This screen requires that the student or employee ID be entered. The student or employee ID must be entered exactly as it appears with any leading zeros or other digits/letters.

You will be prompted to select your site, which is the school you attend on a daily basis.

We use the student ID and employee ID to connect you to the correct testing location, which is your school!

Step 3

Date of Birth & Name

Please enter the information exactly as it appears in HISD records.

Step 4

Email Address

Enter your preferred contact email address on this screen. Be sure to enter an email address that you have access to so that you can retrieve a link Fulgent will send to you. That link will allow you to complete the consenting process.

The email you will receive is time-sensitive. If you don't open your email and complete the link within three days of receipt, you'll need to start this process from the beginning (going back to Getting Started Screen).

Having trouble? Email backtoschool@fulgentgenetics.com or call us at 346-803-5828, Option 1.



Step 5

Confirmation of Email Sent

You're now ready to provide additional information via a secure link that has been sent to the email address you provided.

Having trouble? Email backtoschool@fulgentgenetics.com or call us at 346-803-5828, Option 1.



Step 6

Email Example

This is an example of what the email you'll receive will look like. When you click the orange button that says "FINISH YOUR REGISTRATION HERE", you'll be taken to a site where you can enter more information.

The email you will receive is time-sensitive. If you don't open your email and complete the link within 3 days of receipt, you'll need to start this process from the beginning (going back to the Getting Started Screen).

Didn't receive an email? Please search your spam/junk folder for an email from DoNotReply@fss.fulgentgenetics.com with the subject "Finish your registration with Fulgent Genetics."

Having trouble? Email backtoschool@fulgentgenetics.com or call us at 346-803-5828, Option 1.



Step 7

Participant Details

We need to collect the details of the individual who will be tested.

Resident Type

Parents/guardians, please select "Student." You do not need to specify grade level.

Employees, please select "Staff."

Location

There is only one option — this is the school you attend daily.

Medical Record Number

Please skip this.



Step 8

Your Address

Please provide your address. We need this information for record-keeping and reporting to public health agencies.

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If you are completing this form on behalf of someone else, please be sure to enter the participant's information.

What is your address?

Please fill out all the sections below

Zip Code
#####

Street Address
Street and number
Apartment, suite, unite, building, floor, etc

City State
City State

RETURN SAVE AND CONTINUE

Step 9

Notification Method

You will receive two notifications associated with a test.

- ▶ **Notification 1:** At the time of sample collection.
- ▶ **Notification 2:** At the time of result availability.

Provide the method of communication you are most comfortable with. It is recommended that you provide both email address and phone number.

Email backtoschool@fulgentgenetics.com or call us at 346-803-5828, Option 1 if you ever have questions about accessing results at results.fulgentgenetics.com.

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Please choose preferred notification method

Both SMS and Email

What is your phone number?
(###) ###-####

Please check this box to consent to receiving text messages about your test results.

RETURN SAVE AND CONTINUE

Text message frequency varies. Message and data rates may apply.
For help, text HELP to 49896. To opt-out, text STOP to 49896

Step 10

Consent Agreement

Please read and agree to the consent statement. If you select "NO", you/your student will not be permitted to test.

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Consent for COVID-19 Diagnostic Testing

Please read the consent below.

About Back-to-School COVID-19 Testing

The Houston Independent School District (HISD) takes the health and safety of its students and their families seriously. As such, in addition to the steps HISD is already taking to screen for the COVID-19 virus and prevent its spread at HISD schools and facilities, HISD is collaborating with the Houston Health Department (HHD) to provide on-campus COVID-19 testing for HISD students, staff, and faculty. Through HISD's partnership with HHD, and Houston-based COVID-19 testing provider, Fulgent Genetics (Fulgent), students will have access to RT-PCR test results within 24-48 hours of specimen collection, at no cost to the student. COVID-19 testing is voluntary and will be performed only with written consent. If you consent to Fulgent administering the COVID-19 test on your child or yourself (for students age 18 or older), you must complete this form.

Yes, I have read, understand, and agreed to the statements contained within this form for a COVID-19 diagnostic test for myself.

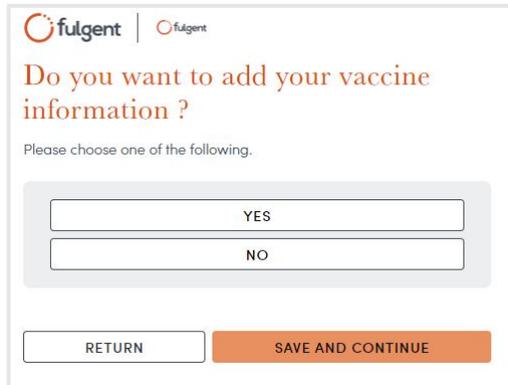
NO, I do not agree to the statements contained within this form and understand I will not be able to use or receive a COVID-19 diagnostic test.

RETURN SAVE AND CONTINUE

Step 11

Vaccine Information - OPTIONAL

You may provide your vaccination information if you like. To do so, click “yes.”
To ignore this process and consent to testing only, click “no.”



The screenshot shows a web form with the Fulgent logo at the top left. The main heading is "Do you want to add your vaccine information?" in orange text. Below this is the instruction "Please choose one of the following." There are two radio button options: "YES" and "NO". At the bottom of the form are two buttons: "RETURN" and "SAVE AND CONTINUE".

... OR

Choose to add vaccine info ▶▶

Choose not to add vaccine info ▶▶



If you chose not to add vaccine information ▶▶

Step 12

Confirm Your Information (No Vaccine Information Provided)

Please review and edit as necessary.
When ready, click “save modifications.”

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Confirm Your Information

Please review and confirm that the information below is correct by clicking the "Save Modifications" button

RETURN SAVE MODIFICATIONS

Edit Resident Type
Location
Name
Date of Birth
Medical Record Number
Student ID

Edit Phone Number
Preferred Access Method

Edit Address Home Address

Step 13

Vaccine Information - OPTIONAL

If you chose “Not Vaccinated-Seeking Accommodation” in the previous screen, you’ll be presented with this screen. Select the relevant option then click “save and continue.”

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I intend to seek accommodation on the following grounds:

MEDICAL REASON

SINCERELY HELD RELIGIOUS BELIEF

RETURN SAVE AND CONTINUE



If you chose to add vaccine information ▶▶

▶ Step 12

Vaccine Information - OPTIONAL

If you chose to provide vaccine information, this is the first screen you will see. Select the relevant status and then click “save and continue.”

The screenshot shows the Fulgent logo at the top left. Below it, the text reads "I have the following vaccination details prepared:". There are three buttons stacked vertically: "VACCINATED", "NOT VACCINATED", and "NOT VACCINATED - SEEKING ACCOMMODATION". At the bottom, there are two buttons: "RETURN" and "SAVE AND CONTINUE".

▶ Step 13

Vaccine Information - OPTIONAL

If you chose “Vaccinated”, you will now enter your vaccine information for dose number one.

The screenshot shows the Fulgent logo at the top left. The main heading is "Please enter your vaccination information". Below this, there are three input fields: "First Dose Vaccine Date" (a date picker), "First Dose Vaccine Manufacturer" (a dropdown menu), and "First Dose Lot Number (if available)" (a text input field). At the bottom, there are two buttons: "RETURN" and "SAVE AND CONTINUE".

▶ Step 14

Vaccine Information - OPTIONAL

If you chose “Vaccinated”, you will now enter your vaccine information for dose number two, if applicable.

The screenshot shows the Fulgent logo at the top left. The main heading is "Have you had your second dose?". Below this, there are two buttons: "YES" and "NO". At the bottom, there are two buttons: "RETURN" and "SAVE AND CONTINUE".



If you chose to add vaccine information ▶▶

Step 15

Vaccine Information - OPTIONAL

If you chose "Vaccinated", you will now enter your vaccine information for dose number two, if applicable.

The screenshot shows the 'Please enter your vaccination information' form. It includes the Fulgent logo at the top left. The main heading is 'Please enter your vaccination information'. Below this, there is a section for 'Second Dose Vaccine Date' with a date input field showing 'M M / D D / Y Y Y Y'. Below that is a dropdown menu for 'Second Dose Vaccine Manufacturer'. Underneath is a text input field for 'Second Dose Lot Number (if available)'. At the bottom, there are two buttons: 'RETURN' and 'SAVE AND CONTINUE'.

Step 16

Confirm Your Information (Vaccine Information Provided)

Please review and edit as necessary. When ready, click "save modifications."

The screenshot shows the 'Confirm Your Information' form. It has a heading 'Confirm Your Information' and a sub-heading 'Please review and confirm that the information below is correct by clicking the "Save Modifications" button'. At the top, there are two buttons: 'RETURN' and 'SAVE MODIFICATIONS'. Below this, there are several sections, each with an 'Edit' button and a list of fields: 1. 'Resident Type' (with sub-fields: Location, Name, Date of Birth, Medical Record Number, Student ID). 2. 'Phone Number' (with sub-field: Preferred Access Method). 3. 'Address Home Address'. 4. 'Vaccine Status' (with sub-fields: First Dose Vaccine Manufacturer, First Dose Vaccine Date, Second Dose Vaccine Manufacturer, Second Dose Vaccine Date).

What to do if your information was not found ►►



Unfortunately, we were not able to locate your information in our system. Please try again, or contact your administrator to be added to the program roster.

Employee ID:

Site:

Date of Birth:

First Name:

Last Name:

START OVER

Info not found

We hope you don't see this screen, but if you do, please reach out to us via email at backtoschool@fulgentgenetics.com or phone at 346-803-5828, Option 1.