

November 5, 2020

To the SUNY Poly Albany Campus Community:

Please find an important update below regarding pooled surveillance testing. SUNY announced it will be required for students and employees should also plan for the test (details below) prior to departure for the Thanksgiving break as our in-person classes and activities conclude for the semester. This additional round of testing seeks to support the health of our communities by minimizing any potential COVID-19 spread. In addition to the testing ahead of the Thanksgiving break, employees will find a testing schedule for the remainder of the year.

As you know, SUNY Poly students requiring access to campus, as well as UUP-, CSEA-, and PBANYS-represented employees must participate in pooled COVID-19 testing (M/C employees are voluntary). Now, in addition to the regularly scheduled testing, we ask that you **see the updated testing schedule below** so that your test sample can be submitted as required:

- For full instructions on the testing process, students should review the information here: <https://sunypoly.edu/covid19/student-testing.html>.
- Employees should view the details here: <https://sunypoly.edu/covid19/employee-testing.html>.
- Should you be part of a "presumed positive" pool result, you will receive follow-up information about what you must do.

#### **Albany Campus Students:**

- Weekly pooled COVID-19 testing is required for SUNY Poly Albany campus students through the University at Albany. This meets the requirement for pre-Thanksgiving break testing.
- All students, except those who provide a negative COVID-19 PCR test dated no earlier than Nov. 16, 2020 or those who are 100% online, must take part in this testing before departing for the remainder of the semester. Failure to take part in testing could lead to a loss of campus access or sanctions.
- For those students who are approved to remain on campus, they must continue to be tested weekly through the University at Albany.

#### **Albany Campus UUP-, CSEA-, PBANYS-Represented and M/C Employees:**

- All UUP-, CSEA-, and PBANYS-represented employees who have been working on campus for the Fall 2020 semester should plan on participating in surveillance testing scheduled to be submitted Nov. 16 (M/C employees voluntary) before departure for the Thanksgiving break. Employees who are 100% remote are not required to be tested.
- This means you may pick up your test kit from the Office of the President Thursday or Friday Nov. 12/13 between 11:00 a.m. and 2:00 p.m. and follow the instructions for use of the kit: <https://sunypoly.edu/covid19/pooled-testing-faqs>. For other pickup times, please make arrangements with Carmen Gero ([cgero@sunypoly.edu](mailto:cgero@sunypoly.edu)).
- All tests will need to be dropped off Monday, Nov. 16:
  - If between 8:30-11:30 a.m., drop off is in the President's suite
  - If between 11:30 a.m.-2:30 p.m., drop off is in NFE-1
  - If between 2:30 p.m.-5:00 p.m., drop off is in the President's suite

- **After the Nov. 16 sample submission, to comply with testing for the remainder of the year,** you should pick up your test kit from 11 a.m. and 2 p.m. on the Thursday/Friday before you submit your sample according to the dates below, subject to the following:
  - Please note that because of the Thanksgiving holiday, for the Nov. 30/Dec. 1 testing period only, test kits can be picked up Monday, Nov. 30 and returned the same day or they can be returned by noon Tuesday, Dec. 1 (to the President's suite).
  - Please note that because of the Christmas holiday, for the Dec. 28 testing period only, pickup for that week will be on Wed., Dec. 23 (11 a.m. to 2 p.m).
- On-site testing is also available in NFE-1 from 11:30 a.m. to 2:30 p.m. Monday, Nov. 16 (past the first floor elevators after the temperature screening area, follow signs to testing). Reach out to Stephanie Lee ([slee@sunypoly.edu](mailto:slee@sunypoly.edu)) as soon as possible if you prefer an on-site test.

**The testing schedule is as follows:**

- Mon., Nov. 9—11:30 a.m. to 2:30 p.m.
  - Mon., Nov. 16—11:30 a.m. to 2:30 p.m.
  - Mon., Nov. 30—11:30 a.m. to 2:30 p.m.
  - Mon., Dec. 14—11:30 a.m. to 2:30 p.m.
  - Mon., Dec. 28—11:30 a.m. to 2:30 p.m.
- If you are unable or do not wish to take part in the pooled testing, you will need to submit proof of a negative SARS-CoV-2 (COVID-19) PCR test result to Human Resources (results should be emailed directly to Audra Cornelius at [cornelal@sunypoly.edu](mailto:cornelal@sunypoly.edu)). The test must be a PCR molecular test or an antigen test; antibody tests will not be accepted.

Please find the recent SUNY testing news release here: <https://www.suny.edu/suny-news/press-releases/10-20/10-27-20/covid-test-thanksgiving-break.html>, and a link to the full SUNY policy here: <https://www.suny.edu/media/suny/content-assets/documents/news/SUNY-Mandatory-Testing-Fall2020-Semester-Closing.pdf>.

In advance of this critical SUNY-wide effort, we thank you for helping to support the health of everyone at SUNY Poly, as well as the health of those in our larger communities.

Sincerely,

The Office of the President