



# THE SOUTHERN BAPTIST THEOLOGICAL SEMINARY

---

## COVID-19 TESTING PROTOCOL: BOYCE COLLEGE AND SBTS - Employees, Students, Residents Updated August 10, 2020

In preparation to return to residential instruction this fall, SBTS will engage in a rigorous testing process for COVID-19 to ensure the safest possible environment on campus as residential instruction resumes.

### Who are we testing?

SBTS will require testing for **ALL residential students**. This includes students living in the dorms, apartments or who commute to campus. A residential student is considered to be anyone who will sit in a classroom and receive instruction.

SBTS will test **ALL employees**, both full-time and part-time who work on the campus.

**\*NOTE:** Online students are exempt from testing.

### When will I be tested?

Residential students must be tested **PRIOR** to moving into Seminary housing or entering a classroom. The test cannot be taken/administered more than 2 weeks prior to classes starting. Classes begin on August 17th for the fall semester allowing students to test starting on August 3rd. **Test results will not be accepted if dated prior to August 3rd.**

Employee testing will begin on July 27th. **Any employee working on campus or planning to work on campus this fall must be tested the week of July 27th.** For employees who continue to work from home, no testing is required until they are called to return to work on campus. Employees will be tested in the Campus Clinic.

### What forms must I complete prior to testing and returning to Campus?

All residential students will be required to complete 5 forms: a Testing Consent Form, a HIPPA Agreement, a Demographic Form, a new Covenant, and a Liability Waiver. All employees will be required to sign the same forms, with the exception of the Liability Waiver. These forms are required for residential students before they can be tested in the clinic, receive approval for off-campus test results, move into campus housing, or attend a class on campus.

After August 10th, residential students and employees will not be allowed to access Canvas or any other features within My.SBTS until the forms have been completed.

To complete these forms, log-in to: <https://my.sbts.edu/> and look for the “Covid Reentry” tab in the menu on the left side of the page. Click the tab to find and complete the forms.



# THE SOUTHERN BAPTIST THEOLOGICAL SEMINARY

---

## How will I be tested?

Residential students have two options to complete testing the week prior to classes starting.

1. **Testing off-campus.** Students are urged to complete a test off campus at a clinic or doctor's office of their choice. If this option is taken, the student must provide valid documentation of the test. To qualify, this documentation must:
  - a. Be from the doctor's office or clinic where the test was performed
  - b. Be dated no earlier than August 3<sup>rd</sup>
  - c. Be a test for the virus (antibody tests will not be accepted)
  - d. Be clearly marked as negative.
  - e. Be uploaded through the student's My.SBTS account. Upon login, the student will be asked to complete the Consent Form, Demographics form, HIPPA agreement, Covenant and Liability Waiver. Once these forms are completed the student may upload the negative test result.
    - i. **NOTE:** This feature will not be available until August 3<sup>rd</sup>.
2. **Testing in the SBTS Health Clinic.** Students can choose to be tested on campus when they arrive and must receive a negative result before being permitted to move into campus housing or attend a class. Students testing on campus must:
  - a. Login to their My.SBTS account and complete the Consent Form, Demographics form, HIPPA agreement, Covenant and Liability Waiver.
  - b. To book a testing appointment click here: [Testing Appointments](#)
    - i. **NOTE:** See the published [Testing Schedule](#) to know what dates are available for you to be tested.
  - c. At their scheduled time, students should proceed to Ingram Hall where they will be met by our Health Professionals to administer the testing. Students will receive a rapid test and will know the results before leaving their appointment time.
  - d. Students who test negative may move in and/or begin attending classes.
  - e. Students who test positive will receive further instructions from the Health Clinic regarding the required isolation procedures per CDC requirements.

## What if I test positive?

**If a student tests off-campus and is positive,** then the student should remain home for 10 days of self-isolation before coming to campus. At the end of isolation, the student must be re-tested and submit a negative test result. These results can be uploaded through his or her MySBTS portal. The student should notify either Boyce or Southern Student Life and arrangements can be made to participate in classes online while in isolation.

**If a student tests at the SBTS Health Clinic and is positive,** the student can:

1. Return home for the required 10-day isolation, or



## THE SOUTHERN BAPTIST THEOLOGICAL SEMINARY

---

2. Be placed in a residence room identified for isolation purposes for 10 days per CDC requirements and the SBTS isolation protocol. The student's health would be monitored daily by the Health Clinic staff and the Student Life leadership will provide daily assistance for each student. Students placed in isolation will have online access to classes during the isolation period.
3. **NOTE:** *Only students planning to live on campus in a dorm would have the option of being placed in an identified isolation room. All students who commute or live in an apartment would be required to isolate at home.*

### **What will happen to my forms and testing records?**

All forms and testing records will be stored as an electronic health record in the SBTS Health Clinic and be protected under HIPPA requirements.

### **Will I be charged for testing?**

All residential students will be assessed a \$100 Health Services fee per semester, billed directly to their student account (SWI students are exempt from this fee). The cost of testing is included in this fee.

### **What will the hours be for the SBTS Health Clinic?**

Please refer to the "Testing Schedule" for a complete list of days and appointment times.

### **Who will monitor if students have been tested?**

The Dean of Student Life for Boyce and Southern will monitor the student lists to ensure that all students attending classes on campus have been tested.

### **Contact Information**

#### **Boyce Student Life - Primary Contacts**

- Dean of Students, Jeff Hunter: [jhunter@sbts.edu](mailto:jhunter@sbts.edu) (251) 597-5020
- Assistant Director/Resident Director, Jacinda Melson: [jmelson@sbts.edu](mailto:jmelson@sbts.edu) (479) 871-8900
- Dean of Students, John David Trentham: [jdtrentham@sbts.edu](mailto:jdtrentham@sbts.edu) (502) 897-4630

#### **The Health Clinic**

- Director, Karen Wellum: [kwellum@sbts.edu](mailto:kwellum@sbts.edu) (502) 897-4083

#### **Campus Police**

- Chief, Tom Gorman, [tgorman@sbts.edu](mailto:tgorman@sbts.edu) (502) 897-4440

\*All plans are subject to change with updates in government guidelines.