# COVID-19 Testing Supply & Vaccine Event Request Reference

Please use the following forms for requesting testing supplies and vaccine events in specified situations.

## Contents

Last Updated: 09/26/22

This document is meant to act as a reference guide to Oregon Health Authority's (OHA) partners who need to access services to mitigate the spread of COVID-19. The COVID Response and Recovery Unit has many resources still available, including testing supplies and personal protective equipment. Partners can also request testing and/or vaccination events.

For more information, please contact one of the following:

**Testing**: OR ESF8 AOC Testing Branch <ORESF8.AOCTestingBranch@odhsoha.oregon.gov>

**Vaccines**: CRRU Field Operations Requests <CRRU-FieldOps-Requests@odhsoha.oregon.gov>

**PPE**: OHA CRRU Field Operations Logs <OHA-CRRU-FieldOps-Logs@odhs.oregon.gov>

# TO REQUEST TESTING SUPPLIES

## iHealth

**Hospitals:** This form is limited to the hospitals that have been assigned an allocation of iHealth tests. The names of these hospitals are in a dropdown list; there is no write-in option. To view the balances remaining in each group's allocation, please see the report here: https://app.smartsheet.com/b/publish?EQBCT=ca974a445dd74b2db0d01bcbc6f747a5.

Link: https://app.smartsheet.com/b/form/cd9ddd6a47d644efb1be8bc6328e0a30

**LPHA/Tribes:** This form is for both tribes and county health departments. A dropdown list is available for the county health departments (including clinics acting as de facto LPHAs) and the tribal entities. Write-ins are available for subsets of these LPHAs (emergency management, search and rescue, WIC, etc). To view the balances remaining in each group's allocation, please see the report here: https://app.smartsheet.com/b/publish?EQBCT=c5b6c6ff1a534236b367558708414c1f.

Link: https://app.smartsheet.com/b/form/d86d144d306a48d09ba63af464acd435

**Behavioral Health:** This form is specifically for Behavioral Health Residential Treatment facilities to request iHealth self-tests for staff members. Requestors must write in the facility name, and each will be checked against the list of approved BH facilities before the request is filled. Any request for a facility that is not on the approved list will be redirected to the appropriate form.

Link: https://app.smartsheet.com/b/form/27ad4bcb9c4f443fa603f5e9389a43fb

**CBOs:** This is the new form for CBOs to request iHealth – previously a different form had been used, because an external partner was doing distribution. These requests now go to our internal team for fulfillment. Partners may need the new link, as the old form has been deactivated and will no longer accept submissions. There is no dropdown restriction; all organizations using this form are write-in, and eligibility to receive tests is determined by the testing distribution and strategy team. This form caps the number of tests available by the county that is selected. Organizations located in more populated counties will be able to order a larger number of test kits. The form is in English and Spanish.

Link: https://app.smartsheet.com/b/form/aaa252e54597487fa1f20018cf34c6fd

**POF:** This form is specifically for the Protecting Oregon's Farmworkers grant to request iHealth tests. There is a dropdown list of the organizations that are eligible under the grant; there is no write-in option.

Link: https://app.smartsheet.com/b/form/0e93050cf9ac40df86503aef48fe0bfd

**Continuum of Care:** This form is specifically for Continuum of Care groups to request iHealth tests to be distributed to sheltered and unsheltered individuals that are experiencing houselessness. Requestors must write in the facility name, and each will be checked against the list of approved CoC facilities before the request is filled. Any request for a facility that is not on the approved list will be redirected to the appropriate form.

Link: https://app.smartsheet.com/b/form/cd48b1aa735d4255bdce9469579fc5ff

## Early Learning Division: This form is specifically for ELD groups to request iHealth tests. The organization must be selected from a dropdown list; there is no write-in option. The form is available in English and Spanish.

Link: https://app.smartsheet.com/b/form/e0abaddebd304f64be8c9dd519cfe709

## ODE/McKinley-Vento Liaisons (MVL): This is a new form that is specifically for groups requesting iHealth under ODE's summer nutrition programs or McKinley-Vento Liaisons homeless vaccination or testing events. It is very similar to the CBO request form: it restricts the number of tests available by the county that is selected. Organizations located in more populated counties will be able to order a larger number of test kits. The form is available in English and Spanish.

Link: https://app.smartsheet.com/b/form/8991f1070d074881a979cb5a8b7d3ce8

## K-12 Schools: Schools request iHealth tests through Field Operations School Testing Coordinators. Please email for assistance in requesting these tests for schools: schooltesting.covid@odhsoha.oregon.gov  *(Note: ODE may launch a separate initiative to send tests to Title I schools, which is separate from individual school requests.)*

## BinaxNOW

## LTCF: This form is specifically for long-term care facilities to request Binax kits. The form asks that the facility provide a census number and additional information (i.e., if the facility is in the middle of an outbreak). There is no option to request a specific number of tests, but the test distributor determines the appropriate quantity to send based on the census and information provided. Facilities must provide a valid CLIA number to receive tests. CLIA numbers in Oregon begin with 38D and are a total of ten characters. For example: 38D2205901. *(Note: LTCFs can also use the broader Testing Supplies Request form for any external partner, in which they can request a specific number of test kits.)*

**Reminder:** If you are requesting BinaxNOW for outbreak testing, please ensure your local public health authority has been notified of your outbreak status.

Link: https://app.smartsheet.com/b/form/9c3a5b34f28547ff8fd20906d5b228ba

## K-12 Schools and Summer Camps: Schools and summer camps request Binax tests through Field Operations School Testing Coordinators. Please email for assistance in requesting these tests for schools: schooltesting.covid@odhsoha.oregon.gov.

## Additional Testing Resources

## External Partners: This form is for requesting non-iHealth testing supplies. Items are available only as long as supplies last and may disappear from the form when they are no longer available to request. Organizations must select the type of group from a dropdown menu. Testing supplies are not available to CBOs. To view the items available, the requestor must click the box labeled 'Testing Supplies'. Each item has instructions on how to request the appropriate amount (by the box or by the each, etc), as well as information on how the item is packaged.

Included on this request form are swabs, biohazard bags, Abbott ID NOW kits, and BinaxNOW kits. ID NOW and BinaxNOW supplies can only be distributed to a facility with a valid CLIA number, and upon requesting these items, a prompt for the CLIA number will appear. (CLIA numbers in Oregon begin with 38D and are a total of ten characters. For example: 38D2205901.)

Link: https://app.smartsheet.com/b/form/5ebd5f9f9a854d7bab7e00f48d2464bd

## Internal Partners (Field Operations Only): This form is for internal partners who request testing kits to be used at events. The main function of this form is to request iHealth self-tests for distribution at community events, but it also allows internal partners to request BinaxNOW kits and Rize Labs (formerly WVT) kits. Remember that BinaxNOW testing must be performed under a CLIA license, and limitations apply to which events qualify for that kind of testing. The form also asks requestors to check a box if they would like to pick up their testing supplies at Ridder Road or at PSOB.

Link: https://app.smartsheet.com/b/form/bc65a66d395943a5bc730191d1f69b31

# TO REQUEST VACCINATION and TESTING EVENTS

## Field Operations Mobile Vaccination Teams

The Field Operation Mobile Vaccinations Team can provide on-site and in-home vaccinations for long term care facilities, adult foster home, congregate facilities, carceral facilities and other specialize settings. Specific information for each is below. Individuals, CBOs, LPHAs, or Tribes may reach out directly to the OHA Field Operations team to request a mobile vaccination clinic.

Requests can be made by emailing the Field Operations team at: CRRU-FieldOps-Requests@dhsoha.state.or.us

## In-Home: For individuals who receive, or need to receive, medical care and treatment in-home, vaccinations and boosters for them and those in their household or care team may be vaccinated or boosted in-home on that same visit.

## Long-Term Care Facilities (LTCFs): Long-Term Care Facilities (Skilled Nursing, Residential Care and Assisted Living) may schedule vaccination or booster clinics for their residents and eligible staff. This is intended to be a service once per roll-out. For individuals who come to the home after the clinic or who were out of the building at the time, PCPs should be the preferred source of vaccination or booster.

## Adult Foster/Family/Group Homes: For individuals in these settings, mobile teams may be deployed to offer any vaccine or booster dose. For individuals who come to the home after the clinic or who were out of the building at the time, PCPs should be the preferred source of vaccination or booster.

## Congregate Facilities, Carceral Facilities: Similar to LTCFs, vaccination clinics may be combined with testing events offering any vaccine or booster dose. For individuals who come to the home after the clinic or who were out of the building at the time, PCPs should be the preferred source of vaccination or booster.

**Low-Income Housing/HUD/Houseless Communities:** Similar to community event requests, Field Operations can provide vaccination and testing clinics in partnership with community for these settings.

**Schools:** Vaccination and Booster Clinics may be coordinated for any K-12 school or educational setting.  Any vaccination or booster is available with advance coordination.

**Sovereign Nations/Tribes:** Field Ops is happy to coordinate events with Tribes at locations of their choosing and can offer any of the available vaccines or boosters.

## Field Operations Community Events

The Field Operations Teams can also provide community vaccination clinics in concert with local CBOs, POF partners, LPHAs, and other entities. Field Ops Coordinators will collaborate with the community partner to determine the scope of outreach and volume of supplies and vaccines needed.  Field Ops can coordinate and run a vaccination clinic or provide clinical support for an event. If you are interested in collaborating with the Field Ops Team, please email at: CRRU-FieldOps-Requests@dhsoha.state.or.us.

**Vaccine Operations Team Equity (VOTE):** VOTE was established to create a pathway for community partners (CBOs, Faith Houses, small businesses, and other equity focused partners) to have support in developing community or culturally specific vaccine opportunities.  We provide funding for partners along with resources like food boxes, hot meals, and access to interpreters along with vaccinators. Our vaccinators may be our Field Ops Team, pharmacies, LPHA partners, or Health System partners.  We act as an intermediary between community partners and vaccinators in the event planning and support in paying for COVID-19 vaccine related costs.

VOTE request form in English:
https://app.smartsheet.com/b/form/de1d9caf098f460c90b5d74047f7ae98

VOTE request form in Spanish:
https://app.smartsheet.com/b/form/3c72af257bb24f7d8c3110f3c0fb41d2

The VOTE team can be reached by email at: community.events@dhsoha.state.or.us

**Special Events:** Field Operations can provide longer-term, multi-day, large scale, specialized or unique events. Field Operations Regional Coordinators will work with the Director of Field Operations to ensure adequate support, logistics and coordination.

# TO REQUEST ADDITIONAL SUPPORT

## Personal Protective Equipment (PPE)

PPE has no restrictions, except that it will only be provided while supplies last. Items may disappear from the form when they are no longer available to request. Organizations must select the type of group from a dropdown menu. To view the items available, the requestor must click the box labeled 'PPE Supplies' or 'Other Supplies'. Each item has instructions on how to request the appropriate amount (by the box or by the each, etc), as well as information on how the item is packaged.

Link: https://app.smartsheet.com/b/form/5ebd5f9f9a854d7bab7e00f48d2464bd

## Food Boxes

To request food boxes to be delivered at a vaccine event, please submit a request at the following link with 7 business days' notice. Please note that vendors are requesting 7 business days to cancel an order to avoid losses. Food boxes can be picked up or delivered. One caution about picking up boxes is that a single box weighs 28 pounds and is 16 3/8" x 12 5/8" x 12 5/8" in diameter. One box is a week supply of food for one person.

Link: https://app.smartsheet.com/b/form/5e8978a0af9f474dac49ee9b7d622136

There are also several food box hubs across the state where your team may be able to pick up food boxes and provide them at vaccine events. Teams are responsible for the storage/transport of food boxes to events when ordering from these hubs. For bigger orders, you will likely need a truck/trailer to transport the boxes as they are quite large.

Link: https://app.smartsheet.com/b/form/de98826489c540f3b4e12c53d6155c02

## Workforce Augmentation (WFA)

OHA leadership, in alignment with its equity goals and the RISE framework, have approved WFA opportunities for vaccine related services for at-risk populations.  WFA support is for contracted medical and non-medical staff   that are available for 36-48 hours a week, across the state. We cannot guarantee staff for all the different types of staff requested. Staffing support is currently available through December 31, 2022.

The State will cover the cost of staff, including food and lodging, and staff will have full coverage for workers comp and malpractice. OHA will also consider additional providers eligible for new WFA requests in areas where demand exceeds capacity. Capacity to fill these requests is solely based on contractor availability. Organization types that are being offered WFA support are identified by their commitment to equity in the provision of COVID-19 testing, boosters, therapeutic treatment, and vaccines:

- Local Public Health Departments (LPHDs)

- Indian Health Service (IHS)/Tribal entities

- Federally Qualified Health Centers (FQHCs)

- Certified Rural Health Centers (RHCs)

- High volume BIPOC vaccinators (that are not part of a hospital system)

WFA request form:
https://app.smartsheet.com/b/form/d8ec1b1c321444be9262b55103439ba7

# ADDITIONAL RESOURCES

## OHA Resources

### COVID-19 Feedback: Share your comments, concerns, and questions about the Oregon Health Authority's COVID-19 response. Please email COVID.19@dhsoha.state.or.us or submit feedback online: https://govstatus.egov.com/OHA-OR-COVID-19-feedback

### COVID-19 Vaccine Information for Partners: OHA offers additional COVID-19 resources on their website. Included in this site are some detailed funding resource links such as funding for vaccine storage and handling equipment: https://www.oregon.gov/oha/PH/PREVENTIONWELLNESS/VACCINESIMMUNIZATION/IMMUNIZATIONPROVIDERRESOURCES/Pages/COVIDvaccine.aspx)

### GVO: The Get Vaccinated Oregon Tool is a state-funded tool that allows community members find vaccine or testing events near them. They can find a variety of different vaccine or testing opportunities hosted by LPHAs, Health Clinics, Pharmacies, CBOs, or even OHA. https://getvaccinated.oregon.gov/ If there is a need to contact the GVO Team to add a new event, edit or remove a COVID-19 vaccine event already posted, they can be reached at gvo.techsupport@odhsoha.oregon.gov

### OIP: The Oregon Immunization Program provides support for all vaccines including ordering , administering and storing vaccines. The OIP Helpdesk can assist you and answer any questions you may have. If you have questions or would like to receive Oregon Immunization Partner email updates, contact OIP here: vfc.help@state.or.us

## Partner Resources

### Boost Oregon: Boost Oregon can provide a variety of services to support vaccinating partners in their conversation with parents about vaccines including educational resources, provider trainings, and community workshops for parents with questions and concerns about vaccines. They are an excellent resource for COVID-19 vaccine education needs. Link provided here: http://www.boostoregon.org/