



COVID-19 Surveillance Testing Policy for Staff

Per state guidance and local Public Health requirements, all local education agency employees shall be tested for COVID-19 on a regular basis. This is an employment requirement, similar to tuberculosis clearance, to help prevent the spread of disease within the school environment and to support COVID-19 data collection for our county.

SBCEO has established a protocol to require testing for all staff using a self-administered saliva swab test monitored by an observer. As of the effective date of this revised policy, staff shall be tested for COVID-19 at least once every other month; depending on subsequent state and local Public Health guidance, the frequency of testing may change. All staff will receive an email sent to their SBCEO email address with links to schedule a COVID-19 test during specified dates and times in Santa Barbara, Lompoc, and Santa Maria. Testing may be completed during work hours if doing so will not negatively impact student services. Employees are asked to discuss their individual circumstances with their supervisor.

Employees will be asked to sign a consent form allowing the testing laboratory to report the employee's COVID-19 test results directly to authorized SBCEO Human Resources staff. Employees will be notified of their results directly by the laboratory. Public Health will automatically receive confirmation of positive COVID-19 test results directly from the lab and will also follow up with the employee for contact tracing within 1-2 days from receipt of the test result.

If an employee is unable to complete a COVID-19 test at the location, date and time scheduled or available, the employee shall promptly contact Summer Ellis at ext. 5210 or sellis@sbceo.org or Rob Locke at ext. 5288 or wlocke@sbceo.org to schedule a separate appointment. If the employee has any questions, the employee should contact their supervisor or Human Resources.