



BinaxNow Test Planning Checklist for Non-Healthcare Settings

To participate in BinaxNow Rapid Antigen testing for COVID-19, complete the check list and return to Larry Regorrah, lregorrah@nd.gov, 701-328-8264, or Joe Lies, rlies@nd.gov, 701-425-4522.

Requesting organization: Click or tap here to enter text.

Address: Click or tap here to enter text.

Point of Contact Name: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

Required Elements	Explanation and Assistance	Documentation of Completion
CLIA Certificate	<p>The Clinical Laboratory Improvement Amendments of 1988 (CLIA) extend jurisdiction of the Department of Health and Human Services to regulate all laboratories that test human specimens for the purpose of providing information for diagnosis, prevention, or treatment of any disease or impairment of, or the assessment of the health of human beings.</p> <p>CLIA application can be found at www.ndhealth.gov/HF/NDCLIA.htm .</p> <p>Contact the ND CLIA Office at clialab@nd.gov or 701-328-2352 for assistance.</p>	<p>Please provide your CLIA certificate number. (This will be verified by the DOH staff)</p> <p>Click or tap here to enter text.</p>

Identify staff to perform data entry related to registration of individuals and test results. (The Dynamics app for iPad or iPhone is the preferred data system. If all options are exhausted it is possible to use an Excel spreadsheet, but this is very time intensive.)	These support staff will assist individuals to register through https://testreg.nd.gov/ and assure test results are entered into a system that reports to the ND Department of Health. Prior to utilizing the Dynamics App, a Dynamics license must be obtained for all personnel utilizing the App. They then would receive a username and password in order to access the App. It is recommended that each organization have a minimum of 2 and maximum of 6 people identified for data entry. Request for licenses can be made to Char Stroh, cstroh@nd.gov , 701-328-2697 or 701-319-8862.	Provide information for the staff that will be utilizing the Dynamics app on the separate North Dakota Dynamics/PowerApps Licensure form.
Point of contact trained on BinaxNow collection and reporting.	<p>Training modules and video links below: https://www.globalpointofcare.abbott/en/support/product-installation-training/navica-brand/navica-binaxnow-ag-training.html Modules 1,2,3 are required, Module 4 is recommended. Total time required is approximately 10 minutes.</p> <p>BinaxNow in Dynamics: https://www.youtube.com/watch?v=rzNWh-BSZQg&feature=youtu.be</p>	<p>Name: Click or tap here to enter text.</p> <p>Phone #: Click or tap here to enter text.</p> <p>Email: Click or tap here to enter text.</p> <p>Title / Role: Click or tap here to enter text.</p> <p>Organization Name: Click or tap here to enter text.</p> <p>Address:</p>
Identify testing location	Specimen collection should be completed in an area with good ventilation.	List identified test location. Click or tap here to enter text.
Identify reporting process	<p>All results, both positive and negative, must be reported to the ND Department of Health.</p> <p>➤ For those schools that have access to iPads with the Dynamics App, they will have the ability to register individuals and report their results to the state. Please</p>	<p>Indicate the system that will be used to report BinaxNow test results to ND Department of Health.</p> <p>Click or tap here to enter text.</p>

	<p>refer to Dynamics Training video for guidance. THIS IS THE PREFERRED METHOD.</p> <ul style="list-style-type: none"> ➤ The school will be required to have Wi-Fi or cellular data on the iPads in order to use the Dynamics App ➤ If a laptop and Excel Spreadsheet are being used, the spreadsheet will have to be sent to the NDDoH via drop box. <p>For technical assistance on reporting please call 701.328.4549 or email mbenz@nd.gov, slrenton@nd.gov, or bschram@nd.gov</p>	
Biohazard Waste Disposal (Non-Medical Facilities)	Identify a plan for biohazard waste disposal. The primary waste will be the actual BinaxNow tests and gloves used by the individual reading the results.	Document management plan: Click or tap here to enter text.
Request BinaxNow tests	<p>Once Checklist has been approved the POC can then request tests through the Health Alert Network assets website. Please order what you will need for 2 weeks.</p> <p>http://hanassets.nd.gov/</p> <p>Please call 701-328-0707 with any questions.</p>	Once completed, the facility/agency name and information will be added to a list that can be cross referenced by the Dept. of Health Warehouse staff.

Checklist Approved by (Internal Office Use Only):

Name: Click or tap here to enter text.

Signature: