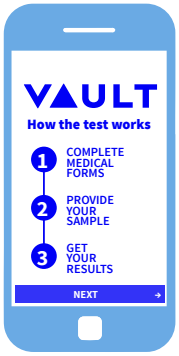
COVID-19 SALIVA TESTING INSTRUCTIONS

1 Go to the Test Portal



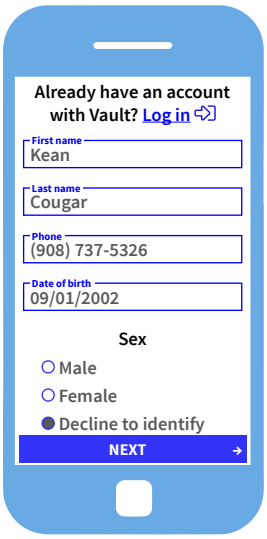
Using the web browser on your mobile device, please visit:

http://covid.vlt.co

Select "**NEXT**" to enter the test portal.

You can also use your mobile device camera to **scan this QR code** to enter the Vault Health portal.

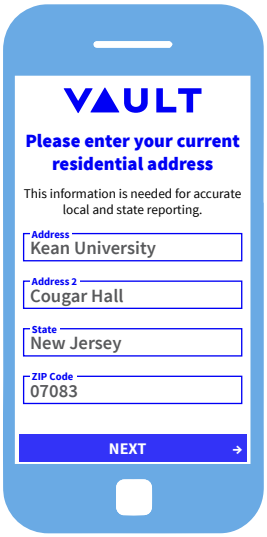
2 Create or Log in to your Vault account



If you have an existing Vault account, please **login** using your credentials.

If you are a new user, **create your account** by providing your first and last name, phone number, date of birth, sex, race and ethnicity, along with your desired account email and password. ***Please select an email account you check frequently.***

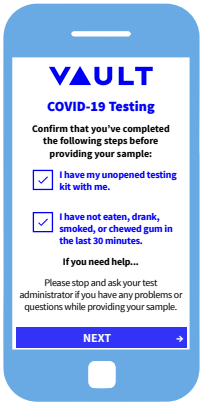
3 Provide your Kean University address



You will be asked to enter your current residential address. Please provide your Kean University address as follows:

Address:
Kean University
Address 2:
Residence Hall Name
City:
Union
State:
New Jersey
ZIP Code:
07083

4 Complete your Test Kit Profile



Select "**New Jersey**" as the location of the test.

Review the Vault COVID-19 Test Kit reminders and agree to the terms and conditions.

Complete the Exposure Details, COVID-19 Symptons, and Testing Reminders questionnaire.

5 Scan or Enter your Kit ID Number







Using the camera on your mobile device, scan the barcode on the collection tube. **You may need to enable, or allow, the web browser to access your camera in order to scan the barcode.** You may also manually enter your kit ID number in the text fields provided.

6 Prepare to Provide Saliva Sample

Once your kit ID is entered, select "**NEXT**" and continue to proceed forward setting up your test kit profile until your are ready to begin providing your saliva sample at the instruction of a staff member.

REMINDER: When completing your Vault Health portal questionnaire, be sure to **allow** Union County to receive your results.

KEAN



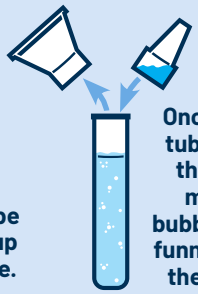
No eating, drinking, smoking or gum chewing 30 minutes prior to providing the saliva sample.

7



Fill the collector tube with saliva up to the fill line.

8



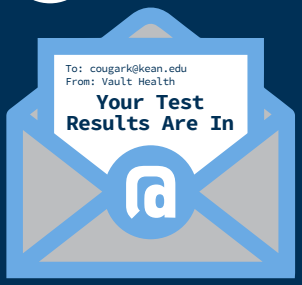
Once the collector tube is filled up to the fill line, with minimal saliva bubbles, remove the funnel and screw on the provided cap.

9



Tighten the cap until the seal in the cap is broken resulting in the liquid solution mixing with the saliva. Shake the filled collector tube for 5 seconds before submitting your saliva sample to a staff member.

10 Getting your Results



You should get your test result in **24-72 hours** after you submit your sample.

Your results will be sent directly to the email address you used to sign up for the Vault Health portal.

From:
Vault Health
Subject:
Your Test Results Are In

To access and view your results, you will need to login to the Vault Health portal using your credentials.

In the event that you do NOT get your result within 3 days, please contact Robin Mansfield, Director of Kean University Student Health Services at rmansfie@kean.edu.

POSSIBLE TEST RESULTS

Negative: You **DO NOT** currently have COVID-19
Positive: You **DO** have COVID-19

Resources Available to You

Department of Public Safety and Police

EMERGENCY? DIAL 9-1-1 ☎ (908) 737-4800

Student Health Services

Downs Hall, Room 126 ✉ hsnurses@kean.edu
☎ (908) 737-4880 /keanshs
www.kean.edu/offices/student-health-services

Office of Residential Student Services

Whiteman Hall, Room 08 ✉ reslife@kean.edu
☎ (908) 737-6800 /keanrss
www.kean.edu/rss

Counseling, Disability, Alcohol and other Drug Services

Downs Hall, Room 127 ✉ counseling@kean.edu
☎ (908) 316 8217 /keancounselingcenter
www.kean.edu/counseling-center

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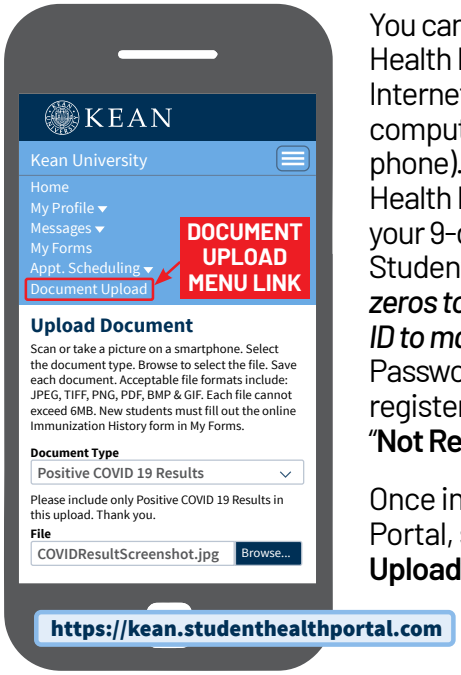
11 Receiving a Negative Result

If you receive a **negative test result** from Vault Health there is nothing else that you need to complete for this testing period and you have successfully you have completed all of the requirements. ***Please remember to abide by all applicable residence hall and social distancing guidelines, including completing the #CampusClear app daily.***

Reporting a Positive Result

If you are a resident student and test positive, **please immediately contact Student Health Services at (908) 737-4883 or (908) 737-4887, or the Residence Hall Director (RHD) on-duty**. Kean University cares about your well-being and wants to make sure you have access to campus resources to assist you during this time. You can contact the RHD on-duty through your residence hall Community Center, your Resident Assistant (RA), the RA on-duty in your residence hall or the residence hall security desk.

Once you have spoken to Student Health Services and/or the RHD on-duty, please go to the Kean University Student Health Portal at **https://kean.studenthealthportal.com** to **upload your positive test result within 24 hours after receipt.**



You can access the Student Health Portal from any Internet-enabled device (ex: computer, tablet, or mobile phone). Login to the Student Health Portal by entering your 9-digit Kean University Student ID number ***(add zeros to the beginning of your ID to make it 9-digits)*** and Password. If you are not yet registered, you may select "**Not Registered? Register**."

Once in the Student Health Portal, select "**Document Upload**" from the menu. While on the "**Document Upload**" page, select "**Positive COVID 19 Results**" from the "**Document Type**" dropdown menu and then upload a screenshot of your test result. Representatives from Student Health Services and Residential Student Services will be in contact with you to provide additional guidance.

Please limit your exposure to others, including suitemates, family and friends, by staying in your assigned residence hall space until you receive further instructions from Residential Student Services and/or Student Health Services.