

TEST APPOINTMENT SCHEDULING INSTRUCTIONS

Enter Security Code. This will be provided in the email that you were sent with the appointment sign-up link.



Security Code *

NetID *
Example: abc123

If you are still seeing this message, you have not answered the mandatory screening questions above. You must fix them before you submit.

Enter your **NetID**. This is required to view the next steps.
Example: abc123

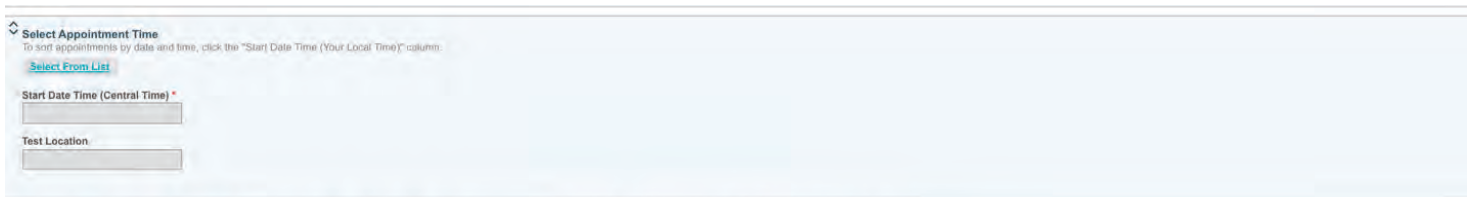
The next section you will see is the “Information” section
Please be sure to fill out this information as accurately as possible
Note: The email address provided is where your appointment confirmation will be sent.
Please ensure that this is your correct email address.

TEST APPOINTMENT SCHEDULING INSTRUCTIONS (CONT.)

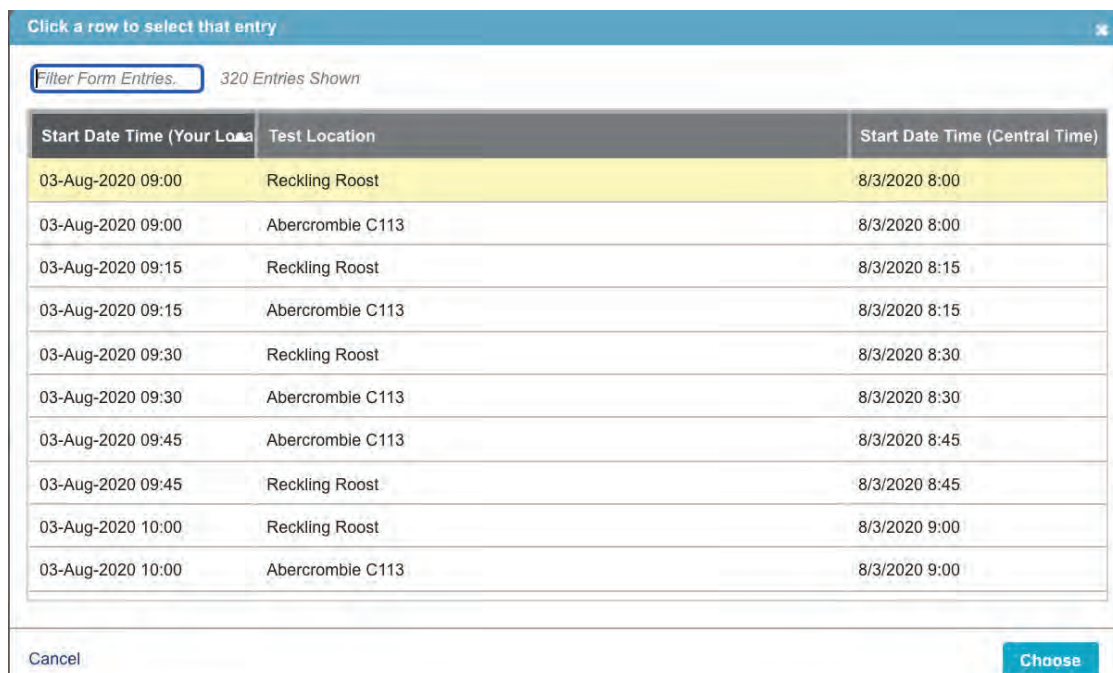
Please pay attention to the “Date of Birth” field. Correct information will determine which fields you see below after this step. When you set the date, a pop-up window will appear for you to choose your date and year of birth.



If you have provided all the above information, you will see a “**Select Appointment Time**” option. Click “**Select from List**”



This is the window that will appear on your screen. Choose your desired appointment location and time by clicking on the row associated with the appointment (will highlight yellow when you select the row)



TEST APPOINTMENT SCHEDULING INSTRUCTIONS (CONT.)

You will see these fields populate with your test information

Select Appointment Time
To sort appointments by date and time, click the "Start Date Time (Your Local Time)" column.

[Select From List](#) | [Clear Source Entry](#)

Start Date Time (Central Time) *
8/3/2020 8:00

Test Location
Reckling Roost

If you selected the wrong appointment in this step, click “Clear Source Entry” and click “Select From List”

After you have chosen your appointment time, please sign the testing consent section
Sign and date as applicable

Testing Consent

I understand that, as a Rice University employee or student, I may be required to take a COVID-19 diagnostic test from a provider engaged by Rice University. I authorize Rice University to disclose to any provider engaged by Rice University (including CVS, Baylor Genetics, Baylor College of Medicine, and Houston Methodist Hospital) or such provider's subcontractor the information that I provide to Rice in connection with scheduling my COVID-19 diagnostic test. I further authorize any such provider or sub-contractor to disclose my COVID-19 test results and associated protected health information to (i) Rice University for purposes of evaluating any risk that I may transmit COVID-19 to other individuals on Rice University campus or buildings and (ii) to appropriate county, state, or other governmental and regulatory entities as may be permitted by law. I consent to receive test results via secure email or phone call from Rice University or the provider.

This authorization has no expiration date. I understand that I may revoke this authorization at any time. I understand that if I revoke this authorization, I must do so by sending an email to conform@rice.edu. I understand that the revocation will not apply to information that already has been released in response to this authorization.

Agree

TEST

Date and Time of Signature *
2020-07-31 11:45

Submit Entry

Once you click “Submit Entry”, you should receive a confirmation email with information about the appointment you selected. This email will go to the email address you provided in the “Information” section.

This email has important information about your appointment and a QR code that will be scanned upon arrival at the testing site.

If for some reason your email does not arrive in your inbox, please check Proofpoint and your spam folder. The sender name will be “Veoci”.