

COVIDSafeCampus

User Guide to the COVIDSafe Campus web platform – Hosted by Thrive Health

Instructions for users with a UCalgary email address

Mandatory

1. Accessing your account
2. Completing your Vaccination Attestation Form

You are exempt from Steps 3-5 if you are not coming to campus or have declared full vaccination

3. Completing your COVID-19 Self-Assessment
4. Scheduling an appointment
5. Reporting Self-Administered Rapid Screening Tests

[Click here](#) for FAQ information on the UCalgary COVIDSafe Campus Strategy

Mandatory

1. Accessing your account

- Navigate to the UCalgary COVIDSafe user homepage: <https://ucalgary.ca/covidsafe-campus>
- Log in to your account by clicking on **Log in to Thrive**



- You will be asked to login to Thrive via the normal University of Calgary Central Authentication Service process
- From your Thrive home page, you will see a few task cards indicating next steps available to you:
 - **COVID-19 Health Centre:** This is where you can schedule a rapid screening appointment, view your bookings, and upload a self-administered rapid screening or diagnostic PCR test result.
 - **Complete your COVID-19 self-assessment:** Here you will be guided through the standard COVID-19 questionnaire.
 - **Appointment Centre:** You will only be able to book an appointment after completing a COVID-19 self-assessment.
 - **Complete your attestation form:** Here you will be able to report your intent to attend campus and your vaccination status. If your intent to attend campus or your vaccination status changes, you can go back and edit the attestation.



Mandatory

2. Completing your Vaccination Attestation Form

- Click **Complete your vaccination attestation form**.

COVID-19 Health Centre
Access COVID-19 tools and resources

Appointment Centre
Manage upcoming and past appointments or book a new appointment

Complete COVID-19 Self-Assessment
Suggested on August 28, 2021 • University of Calgary

Complete your vaccination attestation form
Suggested on August 27, 2021 • University of Calgary

- Answer whether you will be attending the University of Calgary in person between now and Dec. 31, 2021 and click **Submit**. If the answer is No, no further action is required.

University of Calgary Vaccine Attestation Form

Privacy Statement

This information is collected on behalf of the University of Calgary under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act. It will be used only for the purpose of implementing the Rapid Testing & Vaccination Program. Information may be disclosed to provincial or federal authorities if required by law. De-identified aggregated data will be used to track the overall vaccination level of the UCalgary community. Additional information on the privacy aspects of this program are available at www.ucalgary.ca/covidsafe-campus.ca If you have any questions about the collection or use of this information, contact covid19comms@ucalgary.ca

Do you plan to attend the University of Calgary in-person to learn, to research, to work, to access programs and services or to attend off-site UCalgary activities between now and December 31, 2021?

Required

No Yes Maybe

- If the answer is **YES** or **MAYBE**, an agreement statement will appear. Read and accept the agreement by clicking **I accept**.

As part of the University of Calgary's Rapid Testing and Vaccination Program, the University of Calgary is asking that students, faculty, staff, and visitors provide a statement with respect to their COVID-19 vaccination status.

To attend in-person activities on campus, individuals must either confirm via this attestation that they are fully vaccinated against COVID-19, or regularly participate in UCalgary's Rapid Testing Program and obtain a negative test result before coming onto campus.

I acknowledge and understand that if I fail to comply with the University of Calgary COVIDSafe Campus strategy I will not be permitted to attend University Campuses, or University-hosted off-site activities, and if I am a student, I could be removed from any in-person course registrations. I further acknowledge and understand that non-compliance, including but not limited to, providing a false attestation, is considered serious misconduct under the University's [Code of Conduct](#) and the [Student Non-Academic Misconduct Policy](#), and may result in discipline in accordance with the applicable policies and procedures.

Required

 I accept

- Now it is time to declare your vaccination status and click **Submit**." If you answer **Yes**, no further action is required.

I have been fully vaccinated against COVID-19 with a Health Canada approved vaccine at least two weeks prior to today's date.

I understand that my vaccination attestation is freely and voluntarily made, and that I make the attestation conscientiously believing it to be true.

Required

No

Yes

Prefer not to answer

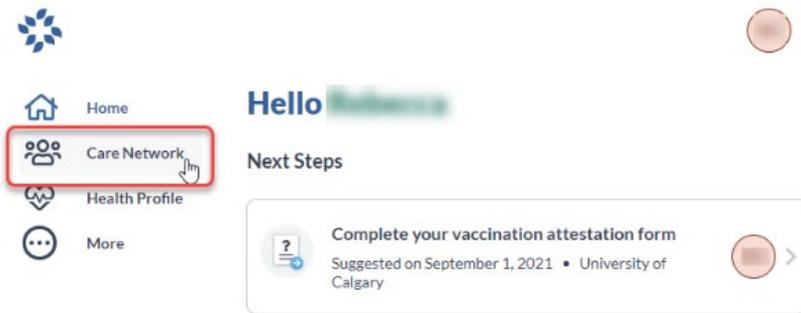
Submit

- In you answer **No** or **Prefer not to answer**, the following message box will appear requesting self-assessment and rapid testing. Click **Submit**. You will be redirected to the user homepage, and you will receive an email confirming the completion of the form.

Please complete your self-assessment and rapid screening.

Submit

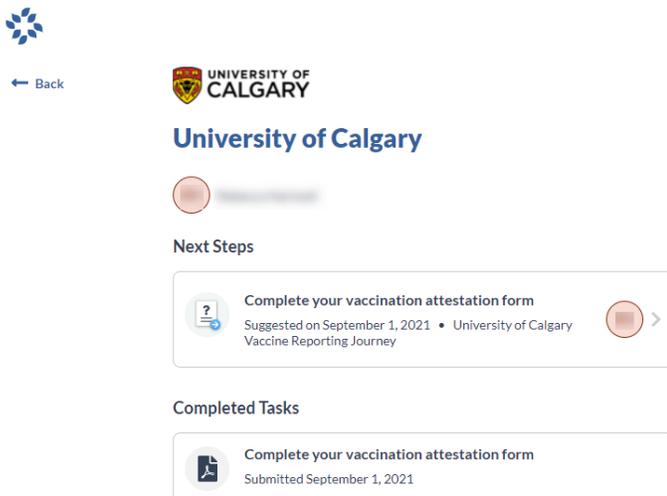
- To view your completed tasks, click on **Care Network**.



- Click on **University of Calgary Vaccine Reporting Journey**.



- You can now view your completed tasks.



You are exempt from Steps 3-5 if you are not coming to campus or have declared full vaccination

3. Completing your COVID-19 Self-Assessment

- On the user homepage, click **Complete COVID-19 Self-Assessment**.

Next Steps

-  **COVID-19 Health Centre**
Access COVID-19 tools and resources
-  **Appointment Centre**
Manage upcoming and past appointments or book a new appointment
-  **Complete COVID-19 Self-Assessment**
Suggested on August 28, 2021 • University of Calgary
-  **Complete your vaccination attestation form**
Suggested on August 28, 2021 • University of Calgary

- You will be directed to the Self-Assessment page. Answer all the questions as prompted.



Status Check-in

This information is not intended to provide individual medical advice to you. If you need medical advice, or are concerned about symptoms you may be experiencing, consult your family doctor or nurse practitioner. If you do not have one or are unable to reach them, call your **Provincial/Territorial health information line** (See help text for Provincial & Territorial numbers). ?

In a medical emergency, always call 9-1-1 or visit the nearest emergency department.

Are you experiencing any of the following symptoms:

- Fever or chills*
- Cough
- Difficulty breathing
- Loss of sense of smell or taste
- Sore throat
- Headache
- Extreme fatigue or tiredness
- Diarrhea
- Loss of appetite
- Nausea or vomiting
- Body aches

? Required

No Yes

Have you returned to Canada from any country (including the United States) within the last 14 days?

Required

No Yes

Did you have **close contact** with a person with confirmed COVID-19 within the last 14 days?

A **close contact** is someone confirmed to have COVID-19 who you live with or otherwise had close face to face contact (within 2 metres) while they had symptoms or in the 48 hours before their symptoms started.

Required

No Yes

- If you answer all the questions **No**, you will be given a “green” status. You now may proceed to book an appointment to pick up your rapid testing kits on campus. When you complete the self-administered tests, you will need to upload the results by a specified date.

COVID-19 Self-Assessment Status



Cathy Pritchard

Last Self-Assessment completed on
August 31, 2021 02:20 PM

Based on your answers, you do not report any symptoms of COVID-19 or exposure to COVID-19. Note: This assessment does not confirm that you do not have COVID-19.

You may book an appointment to pick up your rapid testing kit and attend campus to pick it up. Please complete your first test and upload the results prior to September 14th.

Recommendation ▼

- If you answer **Yes** one or all the questions **No**, you will be given a “red” status.

COVID-19 Self-Assessment Status



Cathy Pritchard

Last Self-Assessment completed on
August 31, 2021 07:00 PM

You are not authorized to attend campus at this time.

If you are experiencing COVID-19 symptoms, stay home, isolate and [book a COVID-19 test through Alberta Health Services](#).

Individuals who test positive for COVID-19 must isolate for 10 days AND have resolved symptoms before coming to campus.

Individuals who test negative for COVID-19 may resume campus activities if their symptoms have resolved.

Unvaccinated close contacts of someone who has tested positive for COVID-19 must not come to campus for 14 days from last date of exposure to the COVID-19 positive individual during their infectious period. Please also follow [AHS recommendations for close contacts](#).

Unvaccinated international travelers entering Canada must quarantine for 14 days unless Canadian Boarder Services Agency (CBSA) has granted a quarantine exemption.

If you meet the above isolation or quarantine conditions, you are not permitted on campus. You do not need to complete a rapid antigen screen until your planned return date to campus and your isolation and quarantine has been lifted.

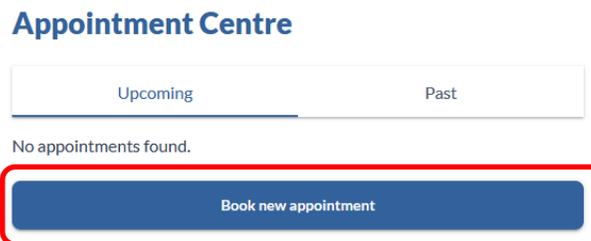
You are exempt from Steps 3-5 if you are not coming to campus or have declared full vaccination

4. Scheduling an Appointment

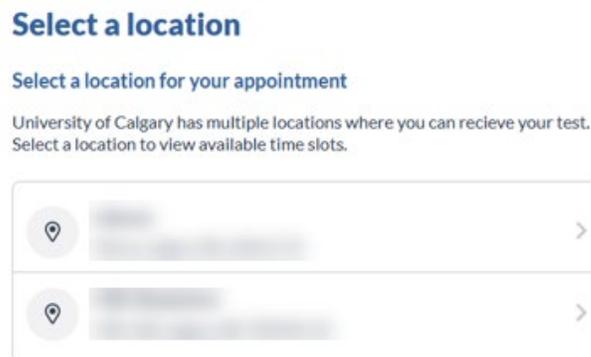
- On the user homepage, click **Appointment Centre**.



- Click on **Book new appointment**.



- Select the location for pick up.



- Select date and time and click **Book**.

Book a COVID-19 test for [REDACTED]
Select a time slot for this appointment

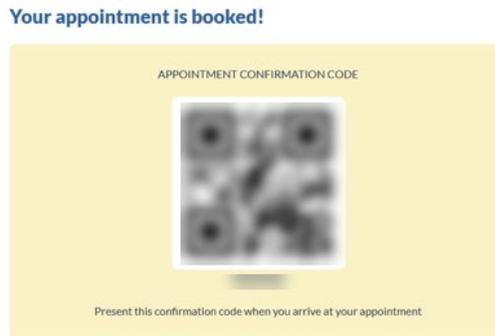
September 1, 2021

Select an available time slot for this appointment

September 1, 2021 05:00 PM - September 1, 2021 05:15 PM

Book

- You will see the confirmation and QR code you need to present when picking up the rapid tests. You will also receive a confirmation email. The email may not have the code. **Please take a screen shot of your QR code to take with you to your appointment.**



- Click on **Return to Appointment Centre**. Now you will see your appointment listed.

PROFILE
[REDACTED]

TEST TYPE
COVID-19 Rapid Screen

DATE OF APPOINTMENT
September 1, 2021

START TIME - END TIME
05:00 PM - 05:15 PM

LOCATION
[REDACTED]

Return to Appointment Centre

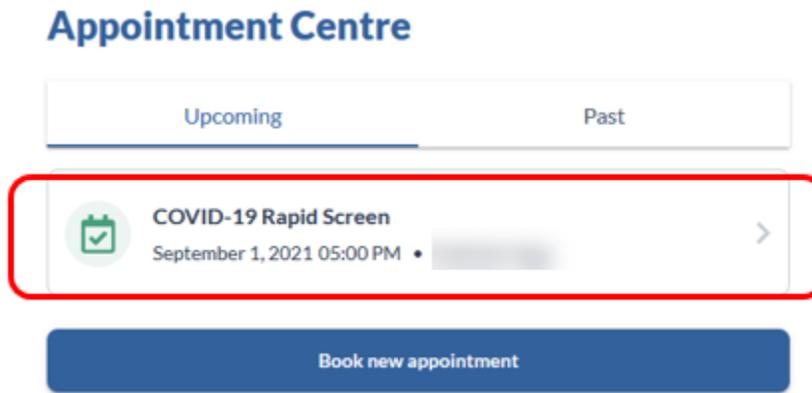
Appointment Centre

Upcoming Past

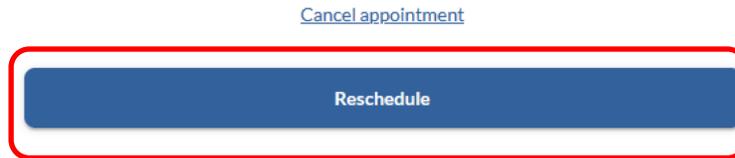
 **COVID-19 Rapid Screen**
September 1, 2021 05:00 PM • [REDACTED]

Book new appointment

- If you need to cancel or modify your appointment, click on the appointment.



- At the bottom of the screen, you will find the options for cancelling or rescheduling.

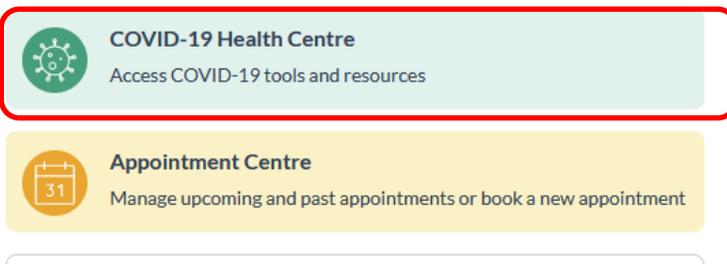


You are exempt from Steps 3-5 if you are not coming to campus or have declared full vaccination

5. Reporting Self-Administered Rapid Screening Tests

- Once you have completed your self-administered COVID-19 rapid screening test, take a clear photo of your test kit result.
- Go to the user home page and click on COVID-19 Health Centre.

Next Steps



- Go to the bottom of the screen and click on **add a test result**.

COVID-19 Tests



Negative
Self-reported
As of Aug 26, 2021

Rapid Screening test · Self-administered

Your test sample does **not** contain COVID-19. Please continue to follow your workplace COVID-19 safety protocols.

 **Add a test result**
Report a COVID-19 test result

 **View Test History**

- Select the type of test, click on **Self-administered Rapid Screening Test**.

Select type of test

What kind of test would you like to report?

PCR test

Self-administered Rapid Screening test

- Fill in the test details.

Negative Test Result

Fill in the details of this Rapid Screening Test

When was the test administered?
Required

Aug 28 2021

What is the test collection type?
Required

Nasopharyngeal: Panbio Covid-19 Ag Rapid Test Device

What is the test kit lot number?

What was the result?
Required

Negative

Inconclusive

Positive

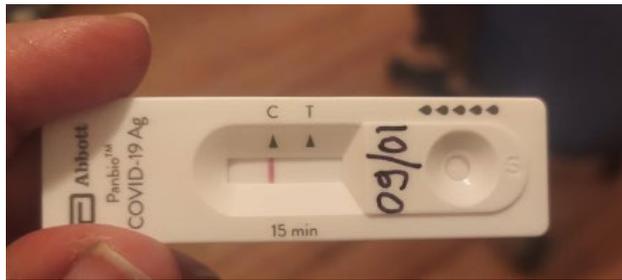
Result Photo Upload
Required

Capture a photo showing the test result so that we can verify your results

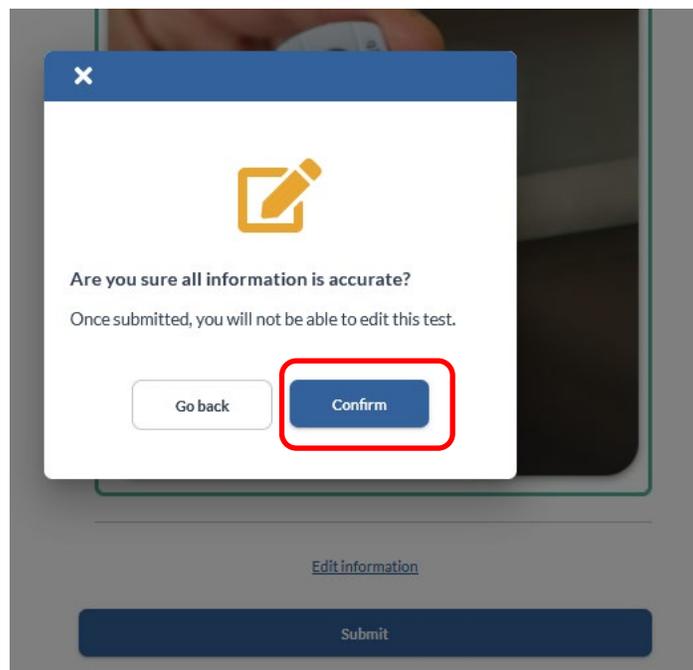

Upload photo

Cancel Save

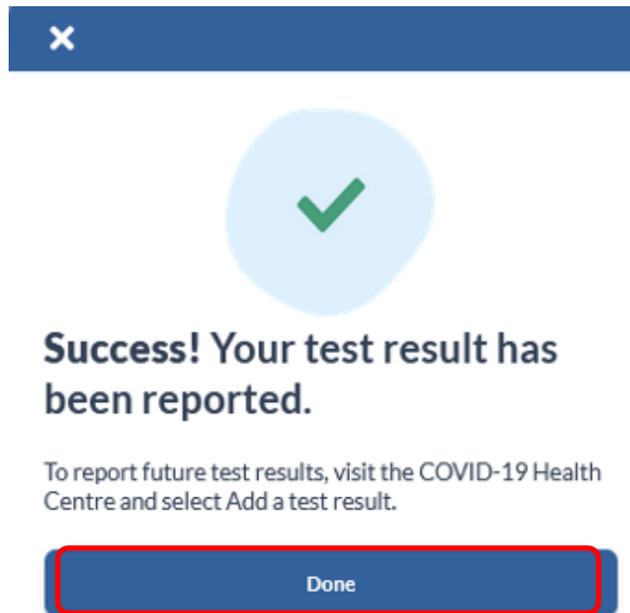
- Click on “upload photo” and select the picture from your computer or phone. As per the instructions included with your test kit, please ensure the photo you upload as the date written on it with the provided Sharpie marker.
- The picture will show on the screen, click **Save**.



- Click **Submit** and confirm that the information is accurate.



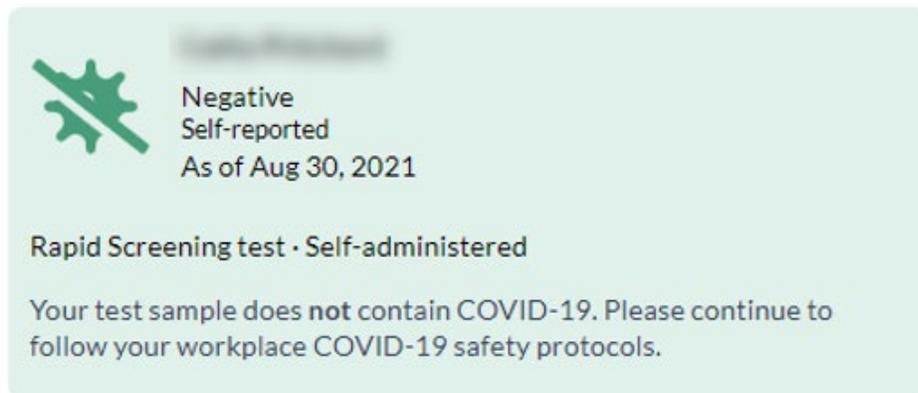
- Click **Done** and you will be redirected to the COVID-19 Health Centre.



Results:

Negative Test Result:

If the test is negative, follow all UCalgary COVID-19 safety protocols and submit another test in 3.5 days.



Inconclusive Test Result:

If your result is inconclusive or you are unsure of the result, please perform another test as soon as possible.

If you obtained two consecutive inconclusive rapid screen test results, please contact ohn@ucalgary.ca.

RESULT

 Inconclusive

 Due to your test result being inconclusive, after submitting this result, please conduct another screening test and input your results again.

Next steps



Your test result is

 Inconclusive

Your result was inconclusive and is unable to suggest the absence or presence of COVID-19. Please repeat this test again as soon as you can and continue to follow your workplace COVID-19 safety protocols.

OK

Positive Test Result:

If this test result is from a self-administered rapid screen test, use the AHS Online Booking Portal to arrange for a PCR test.

DO NOT come to campus. You will need to stay home and self-isolate for 10 days AND until symptoms resolve.

If you receive a positive PCR test, continue to isolate as directed above. Please also notify ohn@ucalgary.ca of your positive test result.

If you receive a negative PCR test, you may return to campus if you are not ill.

RESULT

 Positive

 Your test sample does contain COVID-19. Please continue to follow the workplace COVID-19 safety protocols. **DO NOT** come to work until your quarantine is over.

Next steps



Your test result is

 Positive

Your test sample does contain COVID-19. Immediately self-isolate and follow quarantine procedures. Follow your local public health guidelines and take care of yourself.



Do not go to work.

Self-isolate and follow quarantine procedures.

OK