

Staff Responsibility
Prior to staff deployment: Staff must complete all training, attend Live Concentric training, and print QRCs.
Staff MUST arrive early wearing BrightStar Care name badge and scrubs, required PPE (isolation gown, 3-ply or N95/KN95 mask, latex-free gloves, etc.), and printed Quick Reference Guides for testing.
Required Staff Training
Spartan Medical Training Resources
Pool Testing: How it Works
How to Register a Pool Test in the Portal
How to Register a Reflex (i.e., PCR/Antigen) Test in Portal
BinaxNOW Antigen Rapid Test: https://www.youtube.com/watch?v=baQQfoX-JXo
Concentric Portal Training
Live Training T, W, TH 4pm-4:45pm CST
Join: https://meet.google.com/xye-vsnn-eip (US) +1 321-586-2387 PIN: 776877375#
Upon Arrival
Clock in using mabs
Checks-in at front office; request to meet with Test Champion to obtain list of classrooms/students.
QC test supplies
Confirm scanner is operational
Log onto portal using school computer
If you have any issues with the Concentric Portal, please visit concentricbygingko.com and click the "support" tab in the top right corner of the web page.
+ click on the category with which you are having an issue
+click on the specific issue you are having
If you are still having issues, please contact Concentric Help Desk at (855) 768-7717.
Confirm testing protocol based on school's requirements (i.e., in each room, in the gymnasium, the cafeteria, out in the hall, etc.)
When all pool/individual PCR test samples are collected, boxed, and scanned, staff provides to Test Champion, clocks out using mabs and request electronic signature using.
If Test Champion is not available office staff may sign.
Test Prep School Walk Thru Visit
Complete 'Test Prep; School Walk Thru' to include locating designated school Test Champion, testing area, portal access confirmation, and supplies. Obtain Test Champion signature.