



COVID-19 RAPID TESTING PROCEDURE

Guidelines Type:	Institutional	Initially Approved:	August 19, 2021
Procedure Sponsor:	President and CEO	Last Revised:	September 16, 2021
Administrative Responsibility:	Health, Safety & Environment	Review Scheduled:	November 14, 2021
Approver:	President and CEO		

1. PURPOSE

Alberta University of the Arts (AUArts) is committed to ensuring the health and safety of all University Community Members while on campus. In response to the continued threat COVID-19 presents, AUArts will implement rapid testing from September 22 to November 14, 2021.

2. SCOPE AND APPLICATION

The procedure applies to University Community Members who attend the AUArts campus, from September 22 – November 14, 2021.

3. DEFINITIONS

University Community Members: Are those who comprise the University community, specifically all faculty and staff, students, board members, contractors, visitors, and other individuals who work, study, conduct research or otherwise carry on the business of the University.

Fully vaccinated A University Community Member who has received all required doses of a Health Canada approved COVID-19 vaccine and where 14 days has elapsed since the final dose.

4. GENERAL TERMS

From September 22 – November 14, 2021, any University Community Member who attends the AUArts campus will be required to undergo rapid testing for COVID-19 within 72 hours of accessing campus.

1. University Community Members are required to attend rapid testing appointments at the direction of AUArts.
2. University Community Members who are unable to attend a scheduled rapid test appointment are required to cancel in advance of the appointment and must immediately reschedule. AUArts will restrict access to campus to any University Community Member until a rapid test can be completed.

3. Failure to attend a scheduled rapid test is a violation of the procedure.
4. Employees who test positive for COVID-19 must follow the AUArts COVID-19 Control Process Map found on InfoLab and the AUArts Safe App.
5. Students who test positive for COVID-19 should not attend campus and follow the Short-Term Accommodations Protocol for Students
6. AUArts reserves the right to charge University Community Members for the cost of rapid tests.

5. EXEMPTIONS

1. As of September 15, 2021, any University Community Member may be exempted from rapid testing by providing documentation confirming they are fully vaccinated. Submitting vaccination records is completely voluntary and only required to be approved for an exemption.
2. AUArts will provide guidance on what constitutes an acceptable vaccination record.

6. PRIVACY & INFORMATION SECURITY

1. AUArts is committed to protecting the privacy of individuals in the AUArts community in accordance with the standards set out in the Freedom of Information and Protection of Privacy Act. Information collected under this Procedure will be collected and used in accordance with the University's Access to Information and Protection of Privacy Policy and will only be used for the purpose of implementing and ensuring compliance with the Procedure and anonymously in the aggregate to enable AUArts to track the overall vaccination level of its community. Records will only be kept for as long as necessary to implement and monitor the Program.
2. AUArts will not retain University Community Member's vaccination records.
3. University Community Members will be required to present their vaccination record, in person or electronically and the University will record the respective date of full vaccination.
4. All information relating to employees, contractors, board members, and visitors will be electronically stored in Human Resources. Information relating to students will be electronically stored in the Registrar's Office.
5. Access to information relating to a University Community Member's vaccination status will be restricted and only accessed for the purposes of confirming an exemption to the requirement of rapid testing.

7. ACCOMMODATION

1. Any individual who cannot be tested based on medical or other protected grounds recognized by the Alberta Human Rights Act can request an accommodation.
2. Employees requesting an accommodation must refer to the process outlined in the Duty to Accommodate Policy.

3. Students requesting an accommodation must refer to the Student Academic Accommodations Policy and Procedure.

8. VIOLATIONS

1. University Community Members who refuse to comply with rapid testing and do not have an approved exemption, as outlined in the Procedure, will be considered in violation of the Procedure.
2. Submission of a fraudulent vaccination record is considered a violation of the Procedure.
3. University Community Members in violation of the Procedure will have their access to campus revoked. Reinstatement of campus access will require compliance to the Procedure.
4. Employees who violate this Procedure while on campus will be subject to discipline or sanctions, up to and including termination, in accordance with collective agreements and/or other applicable University policies
5. Students who violate this Procedure while on campus will be subject to the sanctions for non-academic misconduct in accordance with the Student Conduct Procedure.

9. RELATED AUARTS POLICIES

- Duty to Accommodate Policy
- Student Academic Accommodations Policy and Procedure
- Student Conduct Procedure
- Access to Information and Protection of Privacy Policy

10. RELATED LEGISLATION

- Alberta Occupational Health and Safety Act & Regulation
- Alberta Human Rights Act

11. RELATED DOCUMENTS

- AUArts COVID-19 Control Process Map

Date (mm/dd/yyyy)	Description of Change	Sections	Person who Entered Revision (Position Title)	Person who Authorized Revision (Position Title)
08/19/2021	New Procedure	All	Director, HR	VP Administration
09/16/2021	Amendments related to rapid testing dates	All	University Secretary	VP Administration