|  |  |
| --- | --- |
| **DEPARTMENT OF HEALTH SERVICES**Office of the SecretaryF-02725 (10/2020) | **STATE OF WISCONSIN**COVID-19 Response Team |
| **APPLICATION FOR COVID CONNECT COLLECTION SITE** |
| Applications must be submitted by the local or tribal health department. If applying for multiple sites, each site requires its own application. Submit application at least 2 weeks in advance of your desired start date to dhscovidtestingprogram@dhs.wisconsin.gov with the subject line: **COVID Connect Application – [Your LTHD Name]** |
| **CONTACT INFORMATION** |
| Local or Tribal Health Department | Partner Organization (if applicable) |
|       |       |
| Is this site approved for the Testing Pilot Program? [ ]  Yes [ ]  NoIf **yes**, enter UTP # and organization approved:      [ ]  LTHD [ ]  Partner Organization |
| **Collection Site Main Contact** |
| Name of Collection Site Coordinator | Email Address | Phone Number |
|       |       |       |
| **Results Reporting Main Contact** |
| Name, (if same as above, write “same”) | Email Address | Phone Number |
|       |       |       |
| **SITE OPERATION INFORMATION** |
| Site Location Name | Street Address | City | Zip Code |
|       |       |       |       |
| Initial Start Date1 | Number of Lanes2 |
|       |       |
| Days of Operation | [ ]  Mon. | [ ]  Tue. | [ ]  Wed. | [ ]  Thu. | [ ]  Fri. | [ ]  Sat. | [ ]  Sun. |
| Hours of Operation | Start Time |       |       |       |       |       |       |       |
| End Time |       |       |       |       |       |       |       |
| Expected Volume |       |       |       |       |       |       |       |
| Ordering Provider |
| [ ]  Ryan Westergaard MD, Standing Order[www.dhs.wisconsin.gov/library/wisconsin-standing-order-dr-westergaard.htm](http://www.dhs.wisconsin.gov/library/wisconsin-standing-order-dr-westergaard.htm) | **OR** | [ ]  Local Provider Name:      NPI:       |
| **Devices and Operating Systems** |
| Number of Phones | Number of Tablets | Operating Systems (check all that apply) |
|       |       | [ ]  iOS 12.0+ [ ]  Android 9.0+ |
| Comments |
|       |
| 1 Ensure start date is at least 2 weeks after submitting application. Your start date is not guaranteed until it has been confirmed by DHS. 2 The number of lanes should determine your staffing needs. For each test lane you will need at least 2 staff and 3 devices. (two devices to actively use and one for backup).**Next Steps:**1. Email Application to dhscovidtestingprogram@dhs.wisconsin.gov with the subject line: COVID Connect Application – [Your LTHD Name]
2. DHS will reply to confirm the application has been received and arrange next steps.
 |
| **OFFICE USE ONLY** |
| Date Received | Application Number | Date Reviewed |
|       |       |       |
| **Provider for Mission Setup** |
| Mission ID | Start Date | End Date |
|       |       |       |
| Lab Selected | Date Completed | Completed By |
|       |       |       |
| **Submitter Account** |
| Date Sent to Lab | Sent By | Date Lab Confirmed | Confirmed By |
|       |       |       |       |
| **Training Material and Onsite Support** |
| Date Training Materials Sent | Name and Email of Onsite Support Person | Completed By |
|       |       |       |
| **License and Login** |
| Requested Date:  | Requested By:  | Date Received:  |
|       |       |       |
| Date Distributed to Collect Site Main Contact:  | Distributed By:  |
|       |       |
| Comments |
|       |