

STAY SAFE MN

Essential Resources and Forms for COVID-19 Testing and Case Management in Long-term Care Facilities

The table below summarizes the resources, online forms, and template lists that are essential to testing and case management in long-term care (LTC) facilities, including skilled nursing facilities (SNF), and assisted living facilities (ALF).

Questions on these topics should be directed to Minnesota Department of Health (MDH) as follows:

- Testing recommendations: MN_MDH_TestSupport.COVID19@state.mn.us
- Testing support requests: seoc.covid.testing@state.mn.us
- COVID-19 case management: Health.LTC.COVID19.MDH@state.mn.us
- Health care worker monitoring: health.CC.Monitoring@state.mn.us

LTC TESTING AND CASE MANAGEMENT FORM SUMMARY

Situation	Who Should Use It	Resources and Forms	Notes
Routine Staff Testing	All facilities	<p>CMS test-positivity rate data to determine the frequency of staff testing:</p> <ul style="list-style-type: none"> ▪ CMS: Rates of County Positivity (zip) (https://data.cms.gov/download/hsg2-yqzz/application%2Fzip) <p>MDH test-positivity rate data to determine frequency of staff testing:</p> <ul style="list-style-type: none"> ▪ Weekly Percent of Tests Positive by County of Residence (CSV) (https://www.health.state.mn.us/diseases/coronavirus/stats/wtrmap.csv) 	<p>SNF should chose CMS or MDH data to review every other week. Do not switch between data sources.</p> <p>ALF should review MDH data every other week, unless part of campus with SNF that is using CMS data. Do not switch between data sources.</p>
Routine Staff Testing	Only facilities that need testing team or supplies	<p>Online form to request supplies or state-contracted testing team:</p> <ul style="list-style-type: none"> ▪ MDH: COVID-19 Testing Requests and Allocations for Long Term Care (https://redcap.health.state.mn.us/redcap/surveys/?s=FXNEEE7PXX) 	Do not fill out form for routine staff testing unless a testing team or supplies are needed.
Routine Staff Testing	Only facilities that use POC tests	<p>Reporting template for antigen point-of-care (POC) testing (Microsoft Excel sheet; find by scrolling down to Antigen Testing section):</p> <ul style="list-style-type: none"> ▪ MDH: Long-term Care Testing: COVID-19 (https://www.health.state.mn.us/diseases/coronavirus/hcp/ltctesting.html) 	Report all tests conducted (positive and negative) within 24 hours of results. Use the correct Excel reporting template for your testing system (i.e., Quidel, BD, Abbott).
Outbreak Testing (Point-Prevalence Survey, PPS)	All facilities	<p>Online form to 1.) upload roster of residents and staff and 2.) request supplies or state-contracted testing team, if needed:</p> <ul style="list-style-type: none"> ▪ MDH: COVID-19 Testing Requests and Allocations for Long Term Care (https://redcap.health.state.mn.us/redcap/surveys/?s=FXNEEE7PXX) 	<p>All facilities conducting facility-wide outbreak testing should upload roster of residents and staff.</p> <p>Facilities can also request a testing team or supplies.</p>

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Outbreak Testing (Point-Prevalence Survey, PPS)	Only facilities that use POC tests	Reporting template for antigen point-of-care (POC) testing (Microsoft Excel sheet; find by scrolling down to Antigen Testing section): <ul style="list-style-type: none"> ▪ MDH: Long-term Care Testing: COVID-19 (https://www.health.state.mn.us/diseases/coronavirus/hcp/lctesting.html) 	Report all tests conducted (positive and negative) within 24 hours of results. Use the correct Excel reporting template for your antigen testing system (i.e., Quidel, BD, Abbott).
Testing of Symptomatic Residents and Staff	Only facilities that use POC tests	Reporting template for antigen point-of-care (POC) testing (Microsoft Excel sheet; find by scrolling down to Antigen Testing section): <ul style="list-style-type: none"> ▪ MDH: Long-term Care Testing: COVID-19 (https://www.health.state.mn.us/diseases/coronavirus/hcp/lctesting.html) 	Report all tests conducted (positive and negative) within 24 hours of results. Use the correct Excel reporting template for your antigen testing system (i.e., Quidel, BD, Abbott).
Responding to Case(s)	All facilities	Case report form to report details about positive resident(s) and staff: <ul style="list-style-type: none"> ▪ MDH: Submitting Clinical Information on Long Term Care and Adult Day COVID-19 Cases and Reporting Discrepant Laboratory Results (https://redcap-c19.web.health.state.mn.us/redcap/surveys/?s=H8MT9TTNCD) 	Use this form to submit case information (e.g., demographics, clinical detail) within 24 hours of learning about positive test. Use this form to report discrepant results from antigen and RT-PCR testing, if appropriate.*
Responding to Case(s)	All facilities	Reporting template for submitting a list of health care workers ** who experienced unknown-risk or high-risk exposure: <ul style="list-style-type: none"> ▪ You will receive Microsoft Excel template and instructions for reporting from health.CC.Monitoring@state.mn.us. 	MDH will send information about assessing exposure risk for health care workers working with COVID-19-positive resident or coworker.

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Managing Staffing Shortages	All facilities	Review options for staffing and request support if needed: <ul style="list-style-type: none"> MDH: Clarification of Staffing Options for Congregate Care Facilities Experiencing Staff Shortages (https://www.health.state.mn.us/diseases/coronavirus/hcp/staffoptions.html) 	Testing can lead to detection of pre-symptomatic and asymptomatic positive staff. Be prepared to have staff out of work for isolation and quarantine (after high-risk exposure to a case).

*Information about ruling out positive antigen tests is found in [MDH: Using Antigen-based Point-of-Care \(POC\) Testing for COVID-19 in Long-term Care Facilities \(https://www.health.state.mn.us/diseases/coronavirus/hcp/ltcantigentest.pdf\)](https://www.health.state.mn.us/diseases/coronavirus/hcp/ltcantigentest.pdf)

**Health care workers include, but are not limited to, emergency medical service personnel, nurses, nursing assistants, physicians, technicians, therapists, phlebotomists, pharmacists, students and trainees, contractual staff not employed by the health care facility, and persons not directly involved in patient care, but who could be exposed to infectious agents that can be transmitted in the health care setting (e.g., clerical, dietary, environmental services, laundry, security, engineering and facilities management, administrative, billing, volunteer personnel).



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Contact health.communications@state.mn.us to request an alternate format.

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