

30 August 2021

Dear Student Care Operators

## **Transition Towards COVID Resilience: COVID-19 Testing in Student Care Centres (SCCs)**

Since the start of the pandemic, the Ministry of Social and Family Development (MSF) has been evolving the measures to keep our SCCs safe. The COVID-19 situation remains dynamic and as we transit towards living with COVID-19 as an endemic situation, it is critical that we continue to review and refine our measures in SCCs to safeguard our children who cannot be vaccinated at this point in time.

2 Vaccination and testing are two key enablers for the safe resumption of economic and social activities. To complement vaccination efforts, the Multi-Ministry Taskforce (MTF) has announced that MTF will be enhancing support for individuals and companies to enable self-testing and regular workplace testing.

### **Antigen Rapid Test (ART) Kits**

3 As Singapore gradually transits to being a COVID-19 resilient nation, society will play an increasingly important role in managing the pandemic. A major aspect is to exercise personal responsibility to self-test and monitor our own health status, regardless of vaccination status. To support this, **the Ministry of Health (MOH) will be distributing ART self-test kits to all residential households from 28 August to 27 September 2021**, via SingPost. Each household will receive a package containing six ART self-test kits.

4 **MOE and the Early Childhood Development Agency (ECDA) will also be distributing ART kits from mid-September to all students and staff in ECDA-licensed preschools, MOE Kindergartens, Early Intervention (EI) centres, primary schools and Special Education schools.** Each student and staff will receive three ART kits, in addition to the nationwide distribution of ART kits.

5 Regular testing is especially critical for settings with children 12 years and below, as children remain unvaccinated and can only rely on adherence to Safe Management Measures (SMMs) and testing to manage the risks of transmission. Self-testing with ART kits<sup>1</sup> is a convenient and quick measure to give peace of mind to any individual worried about possible contact with a positive case. Such regular testing and close monitoring of one's health is our personal and civic responsibility to ensure a safer community for all.

6 **As ART kits will already be distributed to households and students in primary schools, there will be no further distribution of the test kits to SCCs.** SCCs should use ART kits to do a quick test when there is possible exposure or suspicion of possible infection. This includes staff and children who:

- a. Are identified as possible contacts of a confirmed COVID-19 case and placed on Leave of Absence (LOA).
- b. Are feeling unwell with flu-like symptoms, but were not swabbed when visiting the doctor; or
- c. Have unwell household members with flu-like symptoms.

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<sup>1</sup> ART is conducted by inserting a swab stick approximately 2cm into the nostril. These swabs are shallower and less intrusive than the nasopharyngeal swabs taken for PCR tests.

## **“Vaccinate or Regular Test” Regime for SCC Staff**

7 Vaccination remains a key part of Singapore’s efforts towards a COVID resilient nation. There continues to be evidence to show that vaccination against COVID-19 helps prevent severe illness and death. As announced by MTF on 6 August 2021, MTF will introduce a “vaccinate or regular test” regime for selected sectors, including settings with children 12 years and below. Vaccination is especially important to keep our SCC community safe as there is currently no approved vaccine for children below the age of 12.

8 **We strongly encourage all medically eligible staff at SCCs to get vaccinated by 1 October 2021, if they have yet to do so.** The “vaccinate or regular test” regime will apply to all programme and non-programme staff (including cooks, cleaning staff, administrative staff) working in SCCs, as well as personnel who come into regular contact with children such as interns, relief teachers/programme staff, as well as HQ staff who also work with children.

9 For external vendors (e.g. persons providing supplementary programmes), SCCs are to check their vaccination status before allowing them to conduct programmes in the centres. For external vendors who are unvaccinated, they will need to conduct their own testing before coming to the SCCs. SCCs are to check that they have completed their ART by checking the SMS notifications/records on HealthHub indicating the test results, before allowing them entry for activities. External vendors must either show proof of fully vaccinated status or negative ART results as pre-requisite for entry into the SCC premises.

10 **From 1 October 2021, any unvaccinated staff (including those who are medically ineligible) will have to be tested with an ART twice a week.** SCCs are required to conduct Employer Supervised Self-Swab (ESSS), where unvaccinated staff will swab themselves with an ART twice a week under the supervision of a trained staff appointed by the SCC (“swab supervisor”), who then uploads the test results on the Swab Registration System (SRS). To conduct ESSS, the appointed swab supervisors will need to complete an online training provided by HMI Institute ([https://lms.wizlearn.com/hmiinstitute-virtualcampus/Login/Login\\_hmiinstitute-virtualcampus.aspx](https://lms.wizlearn.com/hmiinstitute-virtualcampus/Login/Login_hmiinstitute-virtualcampus.aspx)). More details can be found in para 15.

11 For the small group of SCC staff who have been certified by a doctor to be medically ineligible for vaccines, the Government will subsidise their tests.

## **Regular Testing of SCC Staff via ART**

12 As we make our gradual transition to being a COVID-19 resilient nation, surveillance testing will increasingly become the norm so that we can quickly detect and isolate cases early in settings where clusters can develop. To this end, MTF introduced the Fast and Easy Testing (FET) regime on 18 June 2021. High-risk staff groups would need to undergo regular ESSS using ART, regardless of their vaccination status.

13 As SCCs are relatively compact and children remain unvaccinated, regular testing using ART provides a useful form of surveillance so that COVID-19 infections can be detected earlier, which will in turn enable SCCs to ring-fence and take action earlier. **For a start, from 1 October 2021, all cleaners working in community-based SCCs will be required to undergo an ART once every 14 days. School-based SCCs are advised to continue to refer and adhere to the instructions issued by the school administration.** This is in view that cleaners, as part of their responsibilities, may come into contact with surfaces contaminated by virus, and may be at higher risk. Cleaners in preschools, schools, tuition and

enrichment centres are similarly subject to the same testing regime. This includes cleaners directly hired by the SCC as staff, as well as contract cleaners. Unvaccinated cleaners will be tested twice a week as per the requirements under the “Vaccinate or Regular Test” regime (refer to para 10).

14 The ART for cleaners hired by SCCs will be conducted under ESSS, where cleaners will swab themselves under the supervision of a trained swab supervisor in the SCC once in a 14-day cycle. If the SCC has more than 1 cleaner, it need not test all cleaners on one day and can roster them on different days or times. If the ART result is positive, cleaners are to immediately take a confirmatory Polymerase Chain Reaction (PCR) test at the nearest Swab-and-Send-Home (SASH) clinics. SCCs may wish to consider conducting the regular tests towards the end of the day or the week (e.g. Friday) if activating alternative manpower within the same day is operationally challenging. The ART kits will be supplied by MOH and more details will be shared at a later date.

### **What do Comm-based SCCs need to do?**

15 As part of the preparatory work for SCCs to conduct ESSS (for testing of unvaccinated staff/personnel under para 10, cleaners under para 13 and further testing measures when required), SCCs are to:

**a. Nominate 1 or 2 Swab Supervisors (mandatory)**

- SCCs need to identify 1 or 2 SCC staff (e.g. centre supervisor, senior staff, administrative staff) as swab supervisor(s) who will implement the ESSS in the SCC. Each SCC should, as far as possible, nominate two swab supervisors as in the event one swab supervisor needs to carry out self-swab, the other supervisor can supervise, or if one swab supervisor is on leave.
- Please refer to Annex A for roles and responsibilities of the supervisors, and key considerations when appointing swab supervisor(s).

**b. Have the Swab Supervisor(s) register for training (by 10 September 2021)**

- Swab supervisor(s) need to attend the following training:
  - i. **Supervisory Training in ART Self-Swab (mandatory)** conducted by the Ministry of Health’s appointed vendor, HMI Institute.
    - This virtual 4-hour training session conducted via Zoom will equip the swab supervisors with the knowledge needed to supervise the conduct of ART operations.
    - Training slots are available daily on a first-come-first-served basis from (a) 8am to 12pm; and (b) 2pm to 6pm.
    - SCCs can register for the training at [https://lms.wizlearn.com/hmiinstitute-virtualcampus/Login/Login\\_hmiinstitute-virtualcampus.aspx](https://lms.wizlearn.com/hmiinstitute-virtualcampus/Login/Login_hmiinstitute-virtualcampus.aspx) and are advised to do so as soon as possible.
    - Upon successful booking, HMI will send a web link for swab supervisors 1-2 days before the actual training day, to attend the virtual training session.
  - ii. **Swab Registration System (SRS).** Training will also be made available to familiarise swab supervisors with SRS and how to upload ART results for staff through SRS. MSF will assist each SCC to set up 1 or 2 SRS Company Accounts to upload the ART results. More details on the SRS training will be shared at a later date.

**c. Submit details for setting up the SCC's Swab Registration System (SRS) account and nominal roll of staff (i.e. cleaners, unvaccinated staff) who will undergo ART and require ART kits from MSF (by 10 September 2021)**

- SCCs are to submit the following information to MSF via the following link:  
<https://go.gov.sg/artsc>
  - i. Details of swab supervisors
  - ii. Information required for setting up the SRS company account(s)
  - iii. Number of cleaners hired by SCCs directly
  - iv. Nominal roll of unvaccinated staff
  - v. Details for delivery of ART kits for testing of cleaners and staff who are medically ineligible for vaccination.

*Please ensure the information submitted is accurate as it will affect the set-up of the SRS company account(s).*

16 If you require assistance, please contact your respective Student Care Officer or call the SCC hotline at Tel: 6354 8487 (8.30am to 6pm, Monday to Friday).

17 Let us continue to work together as a community because as SG United, we can beat the virus together, and ensure a safe environment for children and staff.

Yours faithfully

Denise Low (Ms)  
Director  
Service Delivery and Coordination Division (SDCD)  
Ministry of Social and Family Development

## Employer-led Supervised Self-Swab (ESSS)

### Roles and Responsibilities of Swab Supervisors

*(\*details on how to carry out ESSS will be covered in the Supervisory Training in ART Self-Swab. Please see para 15(b) for details on how to register for training)*

1. Only one swab supervisor is needed to supervise the swabbing at any one time. Each SCC should, as far as possible, nominate two swab supervisors as in the event one swab supervisor needs to carry out self-swab, the other supervisor can supervise, or if one swab supervisor is on leave.
2. Swab supervisors are to ensure that Infection Prevention and Control (“IPC”) measures are observed (including disinfection of the swab site after self-swab is completed). These measures are:
  - a. Don a face shield and surgical 3-ply face mask<sup>2</sup>;
  - b. Keep a 3 m distance from staff conducting self-swab;
  - c. Conduct ESSS in a setting with ample ventilation (open windows/doors and fans).
3. Before commencing the self-swab process, swab supervisors are to ensure that staff do not:
  - a. Display any Acute Respiratory Infection (ARI) symptoms; or
  - b. Have any nosebleed (past 24hrs), or facial surgery (last 8 weeks), or nasal surgery (last 4 weeks).
4. The staff is to swab himself/herself. Swab supervisors are to ensure that staff swab themselves correctly. On-site swabs could be conducted individually or in small groups (max 5).
5. Swab supervisors are to ensure that staff wipe down the swab station before and after their own swabbing.
6. Swab supervisors are to ensure that safe management measures (SMMs) are observed at the swab site.
7. Swab supervisors are to ensure that staff’s attendance is taken and verify staff’s self-swab results<sup>3</sup>.
8. Swab supervisors are to manage staff with positive (AG+) or double AG invalid result. For such individuals, SCCs would need to:

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<sup>2</sup> For Supervisors above 50 years old, he/she needs to be fully vaccinated, i.e. received both vaccinations from our national vaccination programme, with the second vaccine dose administered at least 14 days ago.

<sup>3</sup> SCCs are to ensure that staff’s ART results are entered into the Swab Reporting System (SRS) within the day. Information about the SRS and how to use SRS will be shared at a later date. All swab supervisors will be granted an SRS account to facilitate uploading of test results.

- Arrange for private transport to a Swab and Send Home Public Health Preparedness Clinic (SASH PHPC) for confirmatory PCR test. Present one of the following to SASH PHPC clinic for verification:
  - i. NRIC + ART Results SMS: OR
  - ii. Clear photo of their ART results + NRIC / Passport (either soft or hard copy)
- After the PCR test is conducted, the staff must self-isolate at home until the PCR results return.
- If the PCR result returns negative, the staff can return to work. However, if the PCR result returns positive, Public Health Actions (e.g. conveyance to the hospital, contact tracing) will commence.

### **Key Considerations in Appointing Swab Supervisors**

9. SCCs are to nominate one or **two swab supervisors** based on the following considerations:
  - a. Roles & Responsibilities of the swab supervisors (see previous section).
  - b. Availability of the swab supervisors to supervise self-swabs. For instance, if most cleaners are available in the afternoon for the self-swabs, one of the supervisors should be available during that time.
  - c. Swab supervisors above 50 years old need to be fully vaccinated, i.e. received both vaccinations from our national vaccination programme and completed the second vaccine dose at least 14 days ago.

## COVID-19 Testing in Student Care Centres (SCCs) Frequently Asked Questions (FAQs)

Updated on 30 August 2021

### GENERAL

1. Who should undergo regular Antigen Rapid Test (ART) under the Employer Supervised Self-Swab (ESSS) in SCCs?

As SCCs are relatively compact and children remain unvaccinated, regular testing using ART provides a useful form of surveillance so that COVID-19 infections can be detected earlier, which will in turn enable SCCs to ring-fence and take action earlier to reduce the risk of widespread transmission.

From 1 October 2021, the following groups of staff in SCCs will undergo regular ART:

Staff	Frequency of Testing
<b>All unvaccinated staff working in SCCs</b> (including medically ineligible)	Twice a week  * under the “Vaccinate or Regular Test” (VoRT) regime
<b>All cleaners working in SCCs</b> (regardless of vaccination status)	Once every 14 days

2. What is an Antigen Rapid Test?

The Antigen Rapid Test (ART) is a tool that can pick up signs of COVID-19 infections. The test is relatively quick, easy to do and safe. The test administration and results will take no more than 30 minutes of your time.

The self-administered test kits will enable frequent and widespread testing, allowing cases in the community to be picked up more quickly. This is in tandem with the nation’s vaccination programme to vaccinate all residents, to protect you and your loved ones.

3. How is ART different from Polymerase Chain Reaction (PCR) test?

ART is a point-of-care test that looks for proteins on the surface of the virus, known as antigens, while PCR swab test looks for genetic sequences of COVID-19. Although ART is a faster and easier test with results within 15 – 30 mins, this test has a lower sensitivity as compared to pre-existing PCR swab test, which is still regarded as the Gold standard.

While ART uses a nasal swab from the lower part of the nose, PCR swabs are taken from the back of the nostrils, or midway up the nose and from the back of the throat. Hence, ART swabs are shallower and less intrusive than PCR swabs. Users may experience some discomfort, but the swabs should not be painful.

**4. Is frequent swabbing harmful to my employees?**

Frequent swabbing has not been proven to be harmful. ART swabs are inserted at around 2 cm into the nostril, which are shallower and less intrusive than the nasopharyngeal swabs taken for PCR tests.

If you are feeling unwell, please visit a Swab and Send Home (SASH) clinic listed on <http://phpc.gov.sg> immediately to seek medical attention. Please do not perform any ART self-testing if you are unwell.

**5. Does a positive / invalid Antigen Rapid Test result mean that I have COVID-19 infection? Why must I go for Confirmatory Testing?**

A positive, or double invalid ART result (i.e. 2 consecutive invalid ART results), means that you *could* have COVID-19 infection. Employees with a positive / double invalid ART are required to undergo a confirmatory COVID-19 Polymerase Chain Reaction (PCR) test. Employees must not use another ART kit to confirm the results.

**6. How should the ART test kit be used?**

Information will vary with brand of kits. Please refer to the accompanying manufacturer's guide for details.

**7. Can my staff opt out of ART? Can I reschedule their ART test?**

From 1 October 2021, testing is **mandatory** for:

- Unvaccinated staff working in SCCs (including medically ineligible for vaccination)
- All cleaners working in SCCs (regardless of vaccination status)

SCCs have the flexibility to allow staff/cleaners to perform the test on any day of the week. For unvaccinated staff who perform twice weekly tests, there should be a minimum of 3 days gap (i.e. if test was performed on Saturday of Week 1, the earliest that a staff should take the next test is Wednesday of Week 2).

**8. The SCC cleaner undergoes his/her first ART on a Monday, but is unable to get tested on the Monday, 14 days later. If his/her rescheduled ART is on Thursday, when should he/she get tested again?**

For cleaners who are not able to get tested exactly 14 days later, their next swab date would be 14 days from the last swab (i.e. in example shown below, the next swab should be 14 days from Thursday).

**9. What could cause invalid test results?**

An invalid test result may mean that the test was not performed correctly. You must perform a second ART test immediately. If your second ART test is still invalid, please seek a confirmatory PCR test at any Swab and Send Home (SASH) clinic.

**10. Are there dispensations to exempt individuals, such as those with medical reasons or contraindications (i.e. nose surgery or facial injury), from testing?**

Individuals with contraindications such as facial injury in the past 8 weeks or nasal surgery in the last 4 weeks, persons with special needs (e.g. persons with autism) or disability such as vision loss or limb impairment, should complete a declaration form to be submitted to the SCC and MSF, for approval on the exemption from ART. Please contact us at [MSF\\_Student\\_Care@msf.gov.sg](mailto:MSF_Student_Care@msf.gov.sg) to obtain a copy of the declaration form.

Individuals who had a nosebleed in past 24 hours or sinus would be required to take the ART test the next day.

**11. My staff was previously tested positive for COVID-19 but has recovered and returned to work. Is my staff still required to undergo regular testing using ART?**

Individuals who have recovered from a COVID-19 infection in the past 270 days are exempted from the FET Requirement. The staff would need to show a:

- a. Positive COVID-19 test record in HealthHub within 270 days (this should be the first C+ from the last episode of confirmed infection/re-infection, a C+ from persistent shedding will not be counted), or
- b. Doctor's discharge memo.

The staff would also need to complete a declaration form (refer to attachment in Qn 10) to be submitted to the SCC and MSF, for approval on the exemption. For individuals who recovered from a COVID-19 infection beyond the past 270 days, they are not exempted from regular testing via ART.

**12. If my staff is feeling unwell on the day of testing (i.e. have sore throat, cough or fever), should he/she still proceed to do the test?**

Staff experiencing acute respiratory symptoms (i.e. fever, cough, flu or running nose) should not perform an ART. Instead, visit the doctor for treatment immediately. The staff may resume regular ART once he/she has recovered.

**“VACCINATE OR REGULAR TEST” REGIME**

**13. What is Vaccinate or Regular Testing (VoRT)?**

As announced by MTF on 6 August 2021, MTF will introduce a “vaccinate or regular test” regime for staff in selected sectors, such as the healthcare sector, eldercare sector and settings with children 12 years and below, as these staff interact with vulnerable segments of the population. Vaccination is especially important to keep our SCC community safe as there is currently no approved vaccine for children below the age of 12.

We strongly encourage all medically eligible staff at SCCs to get vaccinated by 1 October 2021, if they have yet to do so. For those not vaccinated, they will have to undergo an ART test twice a week (i.e. the VoRT requirement). In the SCC sector, the

ART will have to be done in the SCC under the supervision of a trained staff appointed by the SCC (swab supervisor).

**14. Which groups of staff come under the “Vaccinate or Regular Testing” regime?**

The “vaccinate or regular test” regime will apply to all programme and non-programme staff (includes cooks, cleaning staff, administrative staff) working in SCCs, as well as personnel who come into regular contact with children such as interns, relief teachers/programme staff or HQ staff who also work with children.

**15. What about external vendors who work in SCCs (e.g. enrichment providers)?**

For external vendors (e.g. supplementary providers), SCCs need to check their vaccination status before allowing them to conduct programmes in the SCC.

For external vendors who are unvaccinated, they are also required to comply with the “vaccinate or regular test” regime. Testing of these individuals will be done before going to the SCC. SCCs will need to check that they have completed their ART by checking the SMS notifications/records on HealthHub indicating the test results, before allowing them entry for activities. External vendors must either show proof of fully vaccinated status or negative ART results as pre-requisite for entry into the SCC premises.

**16. If my unvaccinated staff is on leave (e.g. maternity leave or no-pay leave), will they still be required to undergo the regular testing?**

While regular testing is encouraged, SCCs may excuse staff who are on extended leave from the testing regime.

Regular testing for these staff should resume before their return to work to ensure that they have not contracted COVID-19 during their time away from work.

**17. Should I segregate staff who are vaccinated from those who are not?**

SCCs should adhere to the COVID-Safe ABCs safe management measures for all staff.

SCCs should not implement any unreasonable differentiated measures to further segregate vaccinated employees from the unvaccinated employees.

**18. How will I know the vaccination status of my staff?**

You may request for staff to show their vaccination status through their Trace Together app and token, HealthHub app or the original physical vaccination card.

**19. When can we consider a staff fully vaccinated?**

Staff is considered fully vaccinated two weeks after receiving the second dose of Pfizer-BioNTech/Comirnaty or Moderna or any vaccines on the WHO EUL (Emergency Use Listing), with the vaccination status updated into the National

Immunisation Registry (NIR). Vaccination status will be available in Healthhub and Trace Together App.

**20. If my staff was vaccinated overseas, can they get their COVID-19 vaccination records?**

Singapore Citizens (SCs), Permanent Residents (PRs), and Long-Term Pass (e.g. Long Term Visitor Pass, Work Permit, Employment Pass, S pass, and Dependent Pass) Holders (LTPHs) who are fully vaccinated overseas with Pfizer-BioNTech/Comirnaty, Moderna, or any of the other vaccines under the WHO Emergency Use Listing can get their overseas vaccination records included into the National Immunisation Registry (NIR).

After arriving in Singapore, the individual will need to visit a private healthcare provider who will do the following:

- a. Review individual's overseas vaccination documentation, which is either in hard copy or digital copy.
- b. Perform a serology test.
- c. Update the individual's overseas COVID-19 vaccination record(s) to NIR as long as the individual (i) has overseas COVID-19 vaccination documentation, and (ii) whose serology test result is positive.

For staff who do not have their overseas vaccination recorded in the NIR via the above, they will be reflected as unvaccinated in the TT app. SCCs are not to accept their overseas vaccination certificates or declaration as substitute, to exempt them from the VoRT requirement.

**EMPLOYER SUPERVISED SELF SWABBING (ESSS)**

**21. Are there any requirements to be appointed as a swab supervisor?**

Supervisors of employer-led supervised self-swabs should meet the following requirements:

- a. Supervisors above 50 years old need to be fully vaccinated (i.e. received both vaccinations from our national vaccination programme and 14 days after last vaccine dose; and
- b. Adherence to the PPE posture of wearing surgical 3-ply masks and face shield.

**22. How do I interpret the ART results?**

Negative:

- Staff may continue with work and should continue to observe safe distancing measures and practise good personal hygiene such as regular handwashing, safe distancing and wearing a mask when leaving your home. They should also continue to monitor their health.

Positive:

- If the result is positive, it means that he/she has a higher chance of being infected with COVID-19. Please direct the staff to get a confirmatory PCR swab immediately, self-isolate until the PCR result is available and follow the

steps in the “AG+ Results Handling Workflow” which will be shared in the training for swab supervisors.

Invalid:

- Staff’s ART test may be invalid if he/she does not see a line appearing at the control. An invalid test may mean that the test was not performed correctly. Please provide the staff with another ART kit to do a second ART test.
- If staff receives two consecutive invalid results, please direct your staff to get a confirmatory PCR swab, following the steps in the “AG+ Results Handling Workflow” which will be shared in the training for swab supervisors.

**23. If a staff has been identified to be ART positive during ESSS, what is the protocol?**

For the staff identified as ART positive, please follow the steps in the “AG+ Results Handling Workflow” which will be shared in the training for swab supervisors. The steps are as follow:

- i. SCC to upload Staff’s results into Swab Registration System (SRS)
- ii. The staff is to :
  - Travel to a Swab and Send Home (SASH) or Public Health Preparedness Clinic (PHPC) via private transport<sup>4</sup> (e.g. car / SHN taxi) with windows wound down.
  - Present one of the following to the SASH PHPC clinic for verification:
    - a. NRIC + ART Results SMS<sup>5</sup>: or
    - b. Clear photo of their ART results + NRIC / Passport (either soft or hard copy)
- iii. Staff to self-isolate at home until PCR results return.
  - If the staff is unable to self isolate at own place of residence, SASH PHPC to help arrange for a conveyance to a Swab Isolation Facility (SIF) by contacting the Case Management Task Group (CMTG)<sup>6</sup>;
  - If the staff is found to be symptomatic, SASH PHPC will provide consultation & treatment (if necessary), and arrange for CMTG conveyance if he/she is AG+. Payment will be based on prevailing patient payables & subsidies (e.g. Flu Subsidy Scheme)<sup>7</sup>

**24. If a staff has been identified to be ART positive during ESSS, what is the protocol for the other SCC staff after the ART positive staff has been sent to a clinic for confirmatory PCR swab?**

The other staff working in the SCC are not required to re-test but are required to continue observing SMMs at work. Self-isolation or quarantine is not necessary unless notified to do so and please monitor for ARI symptoms.

If staff feels unwell, please visit a SASH clinic listed on <http://phpc.gov.sg> immediately to seek medical attention. Please do not perform any ART self-testing if feeling unwell.

<sup>4</sup> To be conveyed via a private transport (e.g. car / taxi) with windows wind down.

<sup>5</sup> ART Results SMS is sent by system once individual’s results have been uploaded into SRS. Only available for mandatory sectors onboarded onto SRS

<sup>6</sup> Case Management Task Group (CMTG) can be contacted at 6435-4060 to help arrange for conveyance of the individual to a Swab Isolation Facility (SIF)

<sup>7</sup> For clarity, individuals who are asymptomatic AG+ or AG double invalid are to self-isolate at home.

**25. If a staff has been identified to be ART positive during ESSS, are SCCs required to inform parents or close the SCC ?**

If a staff has an ART positive result, SCCs are to direct the staff to get a confirmatory PCR swab immediately, and to self-isolate until the PCR result is available.

An ART positive result means that the staff has a higher chance of being infected with COVID-19. However, it does not mean that the staff has tested positive for COVID-19. As such, SCCs are not required to inform parents or close the SCC. SCCs are to follow the steps in the “AG+ Results Handling Workflow” which will be shared in the training for swab supervisors.

**26. What do I do with the results? Why must I submit it on SRS?**

You should submit your results on the Swab Registration System (SRS) that MSF would have created an account for the SCC. SRS is linked to the MOH’s systems which would help to update downstream systems such as

- i) for records on the TraceTogether App which can then be shown to the Safe Distancing Ambassador (SDA) when they are conducting checks;
- ii) trigger follow-up public health actions for positive COVID-19 cases.

**27. I am not able to send my staff to a SASH PHPC Clinic. What alternatives do I have?**

SCCs can use call-booked taxi or private hire car services. As the ART positive staff has a higher likelihood of being COVID-19 positive, the staff is not allowed to take public transport (i.e. bus / train) or other forms of private transport (e.g. street-hail a taxi).

SCCs/ Staff who opt to arrange for transport using call booking are required to:

- Call the taxi hotlines: Inform the operator that your staff is going for a PCR test at a SASH clinic.
- Mobile Apps: Input “SHN” in the comment box, or check the “SHN” checkbox (if available).

Staff that board a taxi / private hire car should sit alone in the back seat, with windows wound down and air-conditioning turned off.

**Taxi Hotlines:**

Service Provider and Contact Number	Contact Number* / Mobile Application
ComfortDelgro (Comfort & CityCab taxis)	6333 1133 or via ComfortDelGro app
Trans-cab	6213 0997
SMRT	6477 5971
Prime	6776 7553
Premier	6681 9462
GrabSHN, Go-Jek, Ryde, MVL(TADA)	via respective providers’ app

**28. What must my staff bring for the confirmatory swab?**

For employer-led supervised self-swab, the individual will need a Photo ID (e.g. NRIC / Work Permit / Driver’s Licence), and the referral note (signed by SCC) for verification.

Please contact us at [MSF\\_Student\\_Care@msf.gov.sg](mailto:MSF_Student_Care@msf.gov.sg) to obtain a copy of the referral note.

**29. Can I issue a soft copy of the referral note to my AG+ staff instead of hard copy?**

For onsite supervised self-swab, SCCs can send a copy of the referral note to the clinic for documentation.

For virtual supervised self-swab, staff are required to present a clear photo of their ART results and Photo ID at SASH Clinic for verification and notification of Positive /Double Invalid COVID-19 ART Result (either soft or hard copy).

**30. What happens if an individual with ART positive results does not go for their confirmatory PCR?**

Please note that individuals who tested positive for ART are **legally required** to go for a confirmatory PCR test and self-isolate until their results are out. Any non-compliance will result in penalties under the Infectious Diseases Act.

**31. What are the SASH PHPCs that I can send my staff to?**

A list of SASH PHPCs and their opening/swabbing hours can be found at <http://phpc.gov.sg>. You must call the clinic to make an appointment and confirm that your staff is able to obtain a confirmatory COVID-19 PCR test during their visit, before conveying them to the SASH PHPC via private transport. Confirmatory COVID-19 PCR tests can also be obtained from non-SASH PCR test providers at your own expense.

**32. Is the confirmatory PCR swab test at the SASH clinic / RSC chargeable?**

No, it will be government-funded. However, if your staff seeks other treatment, there will be charges for those, subjected to prevailing patient payables and subsidies.

**33. Are the ART kits to be used for the regular testing of staff funded by MOH and MSF?**

Yes. MOH and MSF will provide the ART kits for the regular testing of (i) unvaccinated staff who are certified by a doctor to be medically ineligible; and (ii) all cleaners working in SCCs who need to undergo regular testing via ART every 14 days (regardless of vaccination status) at no cost. More details on how the ART kits will be distributed will be shared at a later date. Unvaccinated staff, who are not certified by a doctor to be medically ineligible, will have to pay for their ART tests from 1 October 2021.

**34. Can SCCs conduct ESSS via video call?**

Employer supervision can be done on-site at the SCC or virtually using tools such as video conferencing. To conduct ESSS (on-site or virtual), the swab supervisor will need to undergo training provided by the MOH-appointed training institute to supervise self-swabs by other officers. Supervisor would also need to be aware of the swab result submission process and how to manage the staff after the swab results are obtained.

## **SWAB REGISTRATION SYSTEM (SRS)**

### **34. How and where should the swab supervisor submit the SCC staff's test results?**

For employer-led supervised self-swab (ESSS), SCCs will record their staff's ART test results in an Excel form. Supervisor will then upload the duly filled up Excel form in the SRS portal once the ART results have all been recorded.

### **35. Can I create multiple company admin accounts using the same UEN?**

Yes, that is possible as the unique identifiers would be the user's mobile number and NRIC. Each SCC can create up to 2 SRS company admin accounts.

### **36. Which hotline should I call if I encounter any problems with SRS?**

SCCs may contact the FET hotline at 6876 5830.

### **37. Will SCCs receive a link from their respective Sector Lead (i.e. MSF) when their SRS accounts are created? If so, who should they contact for further information / assistance etc?**

Upon creation of Company HR account on SRS by the Sector Lead (i.e. MSF), an email will be automatically sent to the company representative via SRS with the company admin's account and login instructions. Company reps will be able to log into their accounts via the link provided in the email.

For general enquires, companies should contact their respective Student Care Officers. For SRS-related technical support, companies can contact the FET Hotline at 6876 5830.