Harvard Divinity School  
Return to Campus Testing Checklist  
Updated as of August 12, 2021

Prior to Coming to Campus (one-time preparation)

- Review the [COVID-19 Safety Awareness Training](#) on the EH&S website that describes important things for you to be aware of pertaining to COVID safety on campus. Also review the [University Coronavirus](#) information page and [FAQs](#).
- Create your [Color account](#), using your Harvard email address, which will be used for COVID testing.
- Take the [Self-Administration of COVID-19 Test](#) training on the Harvard Training Portal to learn how to take your COVID-19 sample.
- Find your testing cadence requirement by logging into [Crimson Clear](#). Please note: Faculty and staff are required to take a test once/week for the first two weeks they are on campus regardless of vaccination status.

Every Day Before Coming to Campus

- Assess your health for the day. You do not need to complete Crimson Clear if you feel well. If you are not feeling well, stay home and let your manager know. If you are not well or are unsure, answer the questions on [Crimson Clear](#) and HUHS will contact you if you are not cleared. You do not need to complete Crimson Clear if you feel well.
- Bring a [University-approved face covering](#) with you to campus or be prepared to obtain one on campus.

While on Campus

- If you are due for a COVID test, collect a test kit. You will receive a reminder via Color when you are due for a test. Test kits are available in the lobby of Rockefeller Hall, Swartz Hall room 221, the front desk of the CSWR and the HDS Library Circulation Desk.
- Take the COVID-19 test. The test kit contains instructions for collections and you may refer to the [Self-Administration of COVID-19 Test](#) training on the Harvard Training Portal.
- Drop off your sample. [Drop off bins](#) are located throughout the university campus. The closest one to HDS is Northwest Labs, southwest doors near the guard desk.
- Check your [Color](#) test results and confirm your last test was negative.
- Follow the guidance outlined in text and email notifications reminding you of your next testing day.
- Wear a [University-approved face covering](#) whenever indoors in accordance with University and any other local policies.
- Follow newly posted safety guidance and follow any University or School/Unit-specific safety requirements.
- Eating and drinking is permitted only in the following designated areas: HDS Commons in Swartz Hall, the Rockefeller Hall lounge or outside. You may also eat unaccompanied in your office.

For additional information on COVID safety refer to [University Coronavirus](#) web resources and the [EH&S COVID webpage](#).