

Office of Job Corps Coronavirus (COVID-19) Testing

In support of the Department of Labor, Office of Job Corps (OJC) locations, MCI Diagnostic Center has delegated a specific test code for the Office of Job Corps sites strictly for COVID-19 staff testing. The purpose of the test code is to maintain the accountability and numbers for all Job Corps staff COVID-19 testing. Our laboratory information system has the capacity to secure and track testing data required by the Department of Labor. It is the responsibility of the each OJC site collector to be sure and accurately order the following test code for all OJC staff & student receiving the COVID-19 testing.

How to order COVID-19 test for OJC:

Quick Link: [COVID Test Codes](#)

Order for OJC SARS-CoV-2 Testing is to be placed on MCI's Laboratory Information System (LIS)

1. Log into the LIS System with your credentials.
[Click Here – MCI Portal](#)
2. To request an order, select Requisition Entry
3. Select New Requisition
4. Select from the drop-down list for Requesting Physician
5. Input Collection Date, Time of Collection, and select the appropriate collector's name from list.
6. Select New Patient (if patient has not been established in the system) or search by the search icon.
7. Enter all necessary demographics (Patient name, address, date of birth, gender, and phone number).
8. Select Specimen Received
9. Select Test Code and select the search icon to search for desired test code:

Test #	MCI Sars-CoV-2 Test Codes (Sent to MCI)
900852	SARS-CoV-2 - Student Initial
900853	SARS-CoV-2 - Student Post-Quarantine
900854	SARS-CoV-2 - Student Symptomatic
900870	SARS-CoV-2 - Student Asymptomatic Exposure
900855	SARS-CoV-2 - Staff Initial
900857	SARS-CoV-2 - Staff Symptomatic
900871	SARS-CoV-2 - Staff Asymptomatic Exposure

Test #	Abbott ID Now Sars-CoV-2 Test Codes (On-Site Rapid Test)
900858	SARS-CoV-2 - Student Positive Initial
900859	SARS-CoV-2 - Student Positive Post-Quarantine
900860	SARS-CoV-2 - Student Positive Symptomatic
900872	SARS-CoV-2 - Student Positive Asymptomatic Exposure
900861	SARS-CoV-2 - Student Negative Initial
900862	SARS-CoV-2 - Student Negative Post-Quarantine
900863	SARS-CoV-2 - Student Negative Symptomatic
900873	SARS-CoV-2 - Student Negative Asymptomatic Exposure
900864	SARS-CoV-2 - Staff Negative Initial
900866	SARS-CoV-2 - Staff Negative Symptomatic
900874	SARS-CoV-2 - Staff Negative Asymptomatic Exposure
900867	SARS-CoV-2 - Staff Positive Initial
900869	SARS-CoV-2 - Staff Positive Symptomatic
900875	SARS-CoV-2 - Staff Positive Asymptomatic Exposure

10. Exit Test Code and Submit Order

Summarized Report of OJC COVID Testing:

A summarized excel report of all OJC who have tested for COVID-19 will be provided on monthly basis or as needed to the Department of Labor. The excel report will consist of the following items but not limited to:

- Patient Accession Number
- Name (first and last)
- Gender & Race
- Date of Birth (DOB)
- Client Name (OJC Site Location)
- Test Name (Description) & Test Code
- Date of Collection
- COVID-19 Results

Report Template:

Accession	PatientName	Gender	Race	DOB	ClientName	CollectionDate	TestCode	TestName	Results