

# INSTRUCTIONS FOR PHARMACISTS

## HOW TO ORDER AND ADMINISTER COVID-19 TESTS

Executive Order 202.24, issued on April 25, 2020, authorizes licensed pharmacists to order COVID-19 tests approved by the Food and Drug Administration (FDA) to detect SARS-CoV-2 or its antibodies. It permits pharmacists to administer COVID-19 tests subject to subdivision 579(3) of the Public Health Law in patients suspected of a COVID-19 infection, or suspected of having recovered from COVID-19 infection, subject to completion of appropriate training developed by the New York State (NYS) Department of Health. It also allows NYS licensed pharmacists to be designated as qualified health care professionals for the purpose of directing a limited service laboratory, pursuant to subdivision 579(3) of the Public Health Law, to test patients suspected of a COVID-19 infection or its antibodies. Follow the instructions below to order and administer a COVID-19 test.

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- Check your pharmacy or pharmacist liability coverage to ensure you are covered by state and federal statutes
  - Complete the application [Performing Testing as a Limited Service Laboratory \(LSL\)](#)
    - Obtain a Clinical Lab Improvement Amendment (CLIA) certification number from the NYS Department of Health, Clinical Lab Evaluation Program
    - Identify a person to serve as the laboratory director of the LSL
    - Pay a \$200 fee per LSL location
  - Contract with a [New York State Permitted Lab](#)
  - Notify NYS that you will be ordering COVID-19 tests by emailing the name and address of the lab that will be performing the test to [PharmacyTestReporting@health.ny.gov](mailto:PharmacyTestReporting@health.ny.gov)
  - Complete the *Training for Sample Collection Procedure for SARS-CoV-2 Diagnostic Testing* on the [NYS Health Commerce System](#)
  - Obtain personal protective equipment (PPE)
  - Order a test that has Emergency Use Authorization (EUA) and is deemed a “waived” test by the FDA
    - Find a list of approved tests [here](#)
  - Test patient in accordance with the [Protocol for COVID-19 Testing](#)
  - Counsel patient at point of testing
    - Share guidance on quarantine and isolation [Title: Section 2.13 Isolation and Quarantine Procedures](#)
  - Counsel patient when delivering results
    - Explain the meaning of the test result
    - Share guidance on quarantine and isolation (self-quarantine if test result is positive; maintain isolation if test result is negative and if exposure was <14 days ago)
    - Refer questions to the patient’s primary care provider
    - Tell the patient that their local health department will contact them about the need for self-isolation or quarantine
  - Send specimens to NYS permitted lab
    - If contracting with the Wadsworth Center: lab will send results to patient, their primary care provider, and NYS ECLRS
  - Report test result to patient’s primary care provider via mail, fax, or phone
    - Review [NYS Reporting Requirements](#)
    - Review [Collection Site Requirements](#)