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# COVID-19 Test Tracking in PowerSchool

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October 11, 2021 • Version 1.0

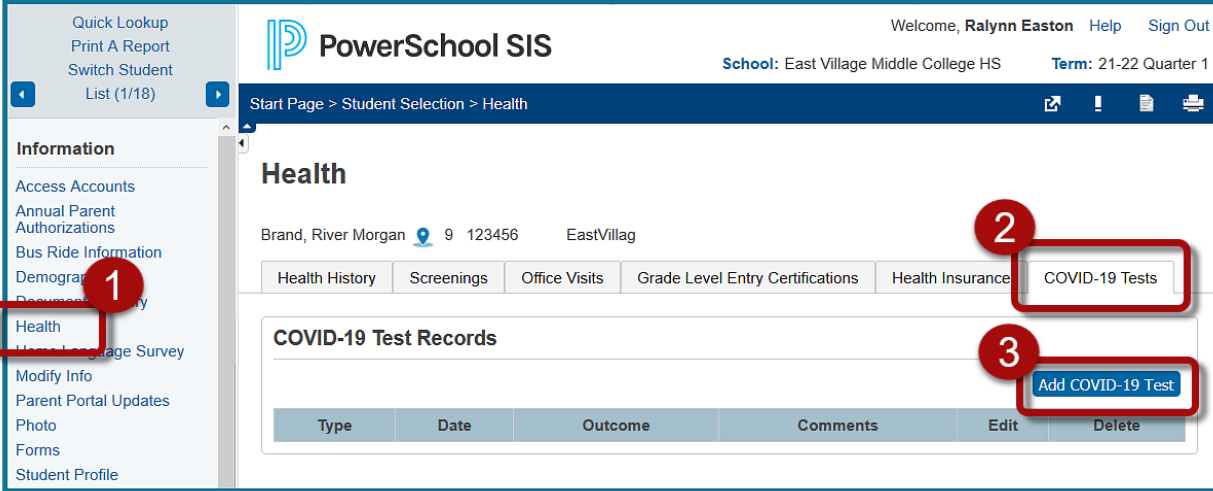
The COVID-19 Test Tracker allows school site staff with the Health or Health Technician Role to enter COVID-19 tests and outcomes and run the associated reports in PowerSchool.

**IMPORTANT!** Power Users must provide staff with access to manage COVID-19 Testing information by assigning them the **Health** or **Health Technician** role within the **Security Settings** page.

## Entering COVID-19 Testing Information

From the **Start Page**, search for the student.

1. On the **Student page**, under Information on the left-side menu, select **Health**.
2. Select the **COVID-19** tab.
3. Click the **Add COVID-19 Test** button.



Quick Lookup  
Print A Report  
Switch Student  
List (1/18)

PowerSchool SIS

Welcome, Ralynn Easton Help Sign Out

School: East Village Middle College HS Term: 21-22 Quarter 1

Start Page > Student Selection > Health

Health

Brand, River Morgan 9 123456 EastVillag

Health History Screenings Office Visits Grade Level Entry Certifications Health Insurance COVID-19 Tests

COVID-19 Test Records

Type	Date	Outcome	Comments	Edit	Delete
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Add COVID-19 Test

4. Complete the COVID-19 Test screen:

**Student Information** – Verify you are entering test information for the correct student.

**Screening Details** – fields with an Asterisk (\*) are required to submit the page.

- Select the **Screening Provider** from the drop-down menu.
- The **Screening Date** defaults to the current date but can be changed if needed.
- Select the **Screening Test Type** from the drop-down menu.

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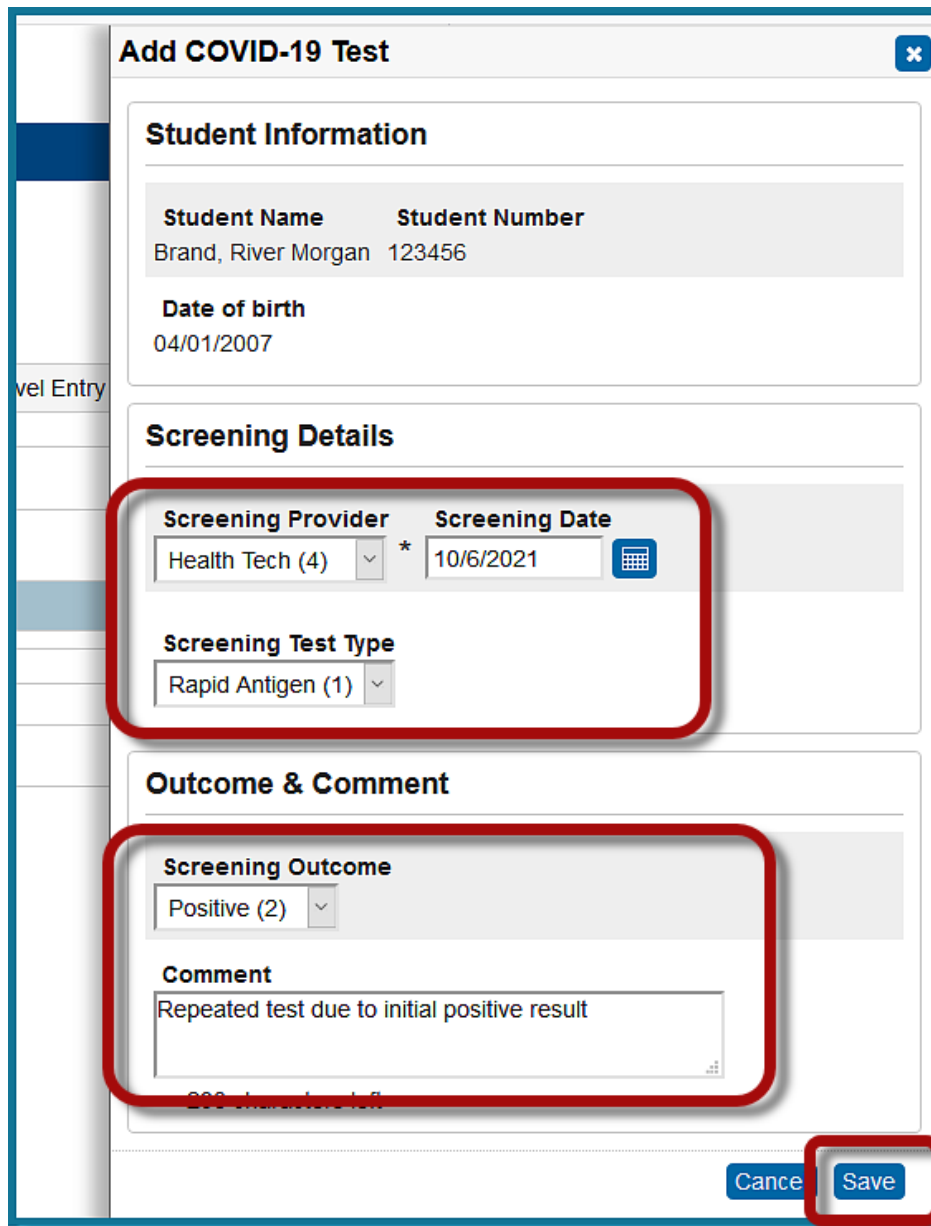
**Outcome & Comment**

- Select the **Screening Outcome** from the drop-down menu.
- Enter a **Comment**. See examples below:

*Repeated testing due to initial positive result*

*Second rapid antigen is positive, sent for confirmatory PCR*

5. Click **Save**.



**Add COVID-19 Test**

**Student Information**

<b>Student Name</b>	<b>Student Number</b>
Brand, River Morgan	123456

**Date of birth**  
04/01/2007

**Screening Details**

<b>Screening Provider</b>	<b>Screening Date</b>
Health Tech (4)	10/6/2021

**Screening Test Type**  
Rapid Antigen (1)

**Outcome & Comment**

**Screening Outcome**  
Positive (2)

**Comment**  
Repeated test due to initial positive result

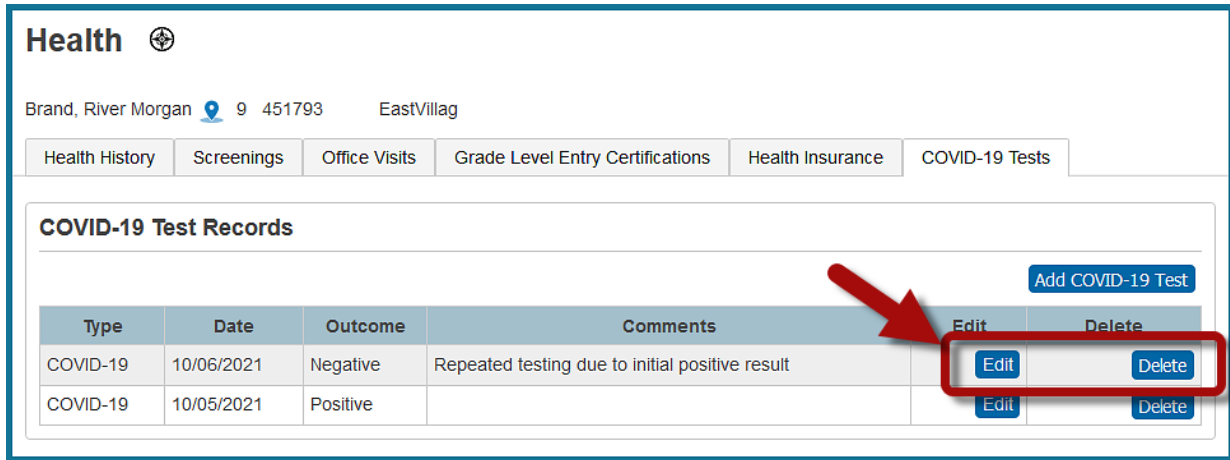
288 characters left


**Cancel** **Save**


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6. Manage saved test information on the **COVID-19 Test Records** screen:

- To update a test record, click the **Edit** button.
- To delete a test record, click the **Delete** button.



**Health** 

Brand, River Morgan  9 451793 EastVillag

Health History Screenings Office Visits Grade Level Entry Certifications Health Insurance COVID-19 Tests

**COVID-19 Test Records**

[Add COVID-19 Test](#)

Type	Date	Outcome	Comments	Edit	Delete
COVID-19	10/06/2021	Negative	Repeated testing due to initial positive result	<a href="#">Edit</a>	<a href="#">Delete</a>
COVID-19	10/05/2021	Positive		<a href="#">Edit</a>	<a href="#">Delete</a>

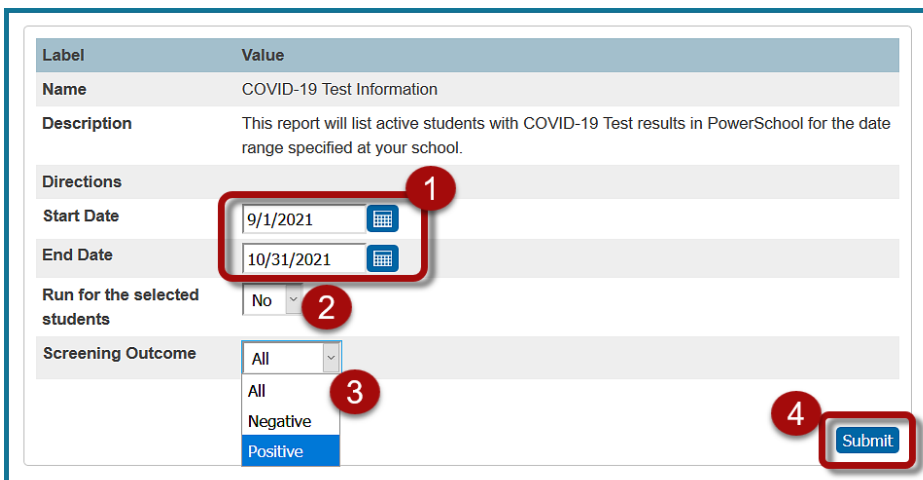
# COVID-19 Testing Information Reports

## COVID-19 Testing Information

This report will list active students with COVID-19 Test results in PowerSchool for the date range specified at your school.

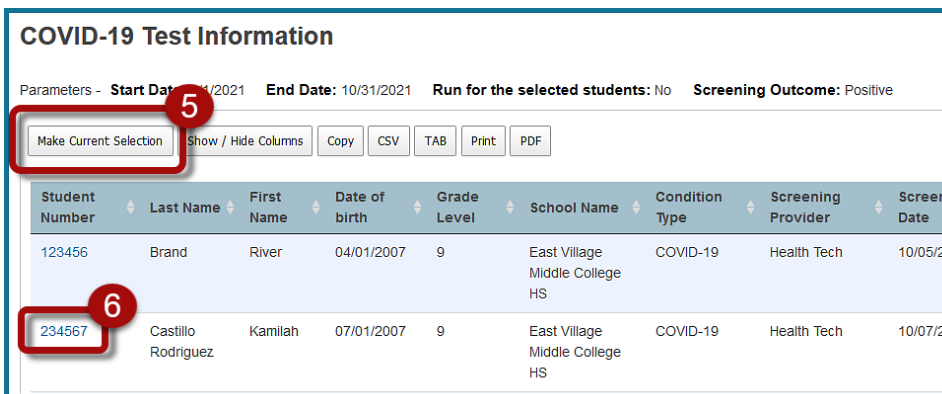
From the Start Page, under Reports on the left-side menu, select **sqlReports**. Expand the Health reports and select **COVID-19 Testing Information**.

1. Enter a **Date Range**.
2. **OPTIONAL** - Select **Yes** to run for a selected group of students. The report is defaulted to run for all students.
3. **OPTIONAL** – To filter the report to show only a specific test result, select a **Screening Outcome** from the drop-down menu. The report is defaulted to show all screening outcomes.
4. Click **Submit**.



Label	Value
Name	COVID-19 Test Information
Description	This report will list active students with COVID-19 Test results in PowerSchool for the date range specified at your school.
Directions	
Start Date	9/1/2021
End Date	10/31/2021
Run for the selected students	No
Screening Outcome	All
	All
	Negative
	Positive
	<b>Submit</b>

5. **OPTIONAL** - Click **Make Student Current Selection** to work with these students.
6. **OPTIONAL** - Click the **Student Number** to open the Student Page on another tab.



COVID-19 Test Information								
Parameters - Start Date: 9/1/2021 End Date: 10/31/2021 Run for the selected students: No Screening Outcome: Positive								
<div> <div>Make Current Selection</div> <div>Show / Hide Columns</div> <div>Copy</div> <div>CSV</div> <div>TAB</div> <div>Print</div> <div>PDF</div> </div>								
Student Number	Last Name	First Name	Date of birth	Grade Level	School Name	Condition Type	Screening Provider	Screen Date
123456	Brand	River	04/01/2007	9	East Village Middle College HS	COVID-19	Health Tech	10/05/2021
234567	Castillo Rodriguez	Kamilah	07/01/2007	9	East Village Middle College HS	COVID-19	Health Tech	10/07/2021



## COVID-19 Test Counts

This report will provide a count of actively enrolled students tested for COVID-19 and counts of COVID-19 test results within the date range specified.

From the Start Page, under Reports on the left-side menu, select **sqlReports**. Expand the Health reports and select **COVID-19 Test Counts**.

1. Enter a **Date Range**.
2. Click **Submit**.

**Run sqlReport -**

Label	Value
<b>Name</b>	COVID-19 Test counts
<b>Description</b>	This report will provide a count of actively enrolled students tested for COVID-19 and counts of COVID-19 test results within the date range specified.
<b>Directions</b>	
<b>Start Date</b>	9/1/2021 
<b>End Date</b>	10/31/2021 

**Submit**

**NOTE:** **Total Tests** include students who have been tested multiple times.

**COVID-19 Test counts**

Parameters - **Start Date:** 9/1/2021 **End Date:** 10/31/2021

Make Current Selection Show / Hide Columns Copy CSV TAB Print PDF

School Name	Number of Students Tested	Negative	Positive	Total Tests
East Village Middle College HS	4	3	3	6