

Advance Auto Parts – New Mexico State Mandated Team Member COVID-19 Testing

Advance Auto Parts (AAP) has developed a COVID-19 test strategy in accordance with the State of New Mexico DOH Surveillance Testing and Contact Tracing Plan Agreement. This strategy will allow AAP to safely continue business operations through the pandemic by testing Team Members on select sites. As part of this program, these locations will be exempt from the State's mandatory 14-day business closure if four positive cases are detected within a two-week period. Advance Auto Parts will be partnering with CVS Stores to adopt this onsite testing strategy that aligns with the "CVS Health Return Ready – COVID-19 Testing Solution" (provided under separate cover). In unplanned circumstance where Team Members miss an onsite testing day, off site or alternative testing resource may be used on an exception based methodology.

Testing Initiation – AAP will perform broad communication to those involved Team Members using the talking points in Attachment 1. All Team members who are not currently self-quarantined or self-isolated shall be tested every two weeks within two consecutive days.

Testing Assumptions - Testing shall be performed every two weeks within two consecutive days. There will be a recurring testing schedule to establish a manner that provides overlap to ensure continuity of operations.

External Testing - External testing and test results (outside of AAP approved testing methods) will be reviewed on a case by case basis. (see Attachment 2 for CVS off-site testing schedule) the contents of the New Mexico testing program are included in Attachment 3 of this document.

Refusal of Testing - This is a state requirement per the signed NMDOH Surveillance Testing Agreement. Any employee that doesn't test or refuses to test will not be allowed in the NM DC Facility or connected retail space. Management of this TM will follow the standard AAP HR process for these circumstances.

Return to Work Process - AAP testing personnel will be responsible for tracking COVID-19 test results within the designated test portals offered by the vendor partners. Negative test results (when reported) shall be made available to the predetermined AAP personnel responsible for initiating the quarantine and return to work process for the test candidate. Additional contact tracing will be performed for those positive tests. These positive test results will be fully evaluated to determine if additional investigation or business notifications are required.

Positive Test NM Reporting - Upon confirming a COVID-19 case, AAP shall notify NMED's Occupational Health and Safety (OSHA) program within four (4) hours via the following online form:

<https://nmgov.force.com/rapidresponse/s/>

3rd Party Testing Providers

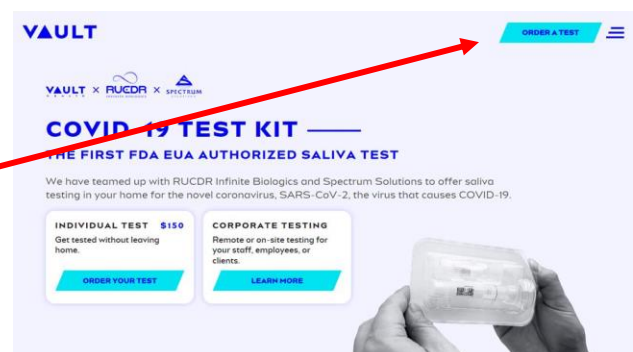
CVS Pharmacy Testing (onsite testing)

www.cvs.com/employertesting

Vault Health Testing (Self-administered testing exception – Low Volume)

<https://www.vaulthealth.com/covid>

Click on the "ORDER YOUR TEST"



*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

Attachment 1 – Local Communication & Talking Points

New Mexico State Testing Program

Advance Auto Parts (AAP) has developed a COVID-19 test strategy in accordance with the state of New Mexico DOH Surveillance Testing and Contact Tracing Plan Agreement. This strategy will allow us to safely continue business operations through the pandemic by testing Team Members on-site. As part of this program, we will be exempt from the state's mandatory 14-day business closure if four Team Members test positive within a two-week period.

Highlights of Program:

- AAP will provide bi-weekly COVID testing for all AAP Team Members (TMs) in New Mexico at no cost.
- PCR testing, which is a swab of the nasal area, will be performed on-site by CVS for TM convenience. If a TM is not available on their scheduled test date, a link to CVS will be provided to the TM to schedule test upon return.
- Vault Testing, a self-administered testing option, will also be available on-site.
- COVID-19 testing is mandatory for all TMs within the DC building and connected retail store.
- Test results will only be seen by selected AAP representatives and TM who was tested.
- Test results will only be used to determine if TMs should quarantine or not.
- TMs will follow current APP quarantine protocols for any positive test results.

Important Note: For this program ONLY – close contact will be defined as being within six feet of a confirmed positive TM for three minutes or more (for all other scenarios, we would follow the standard 6 feet for 15-minute rule).

Attachment 2 – CVS - Step by Step (Off-Site) COVID Test Scheduling

How to schedule an appointment (text)

1. Log on to www.cvs.com/employertesting. Appointments must be made via this link for this sponsored program.
2. Enter your [client designated zip code] in the “Home Zip Code” field
3. Enter your birthday in the “Date of Birth” field in MM/DD/YYYY format
4. Select your gender
5. Enter [client designated ID number] in the “Employee ID or Student ID” field
6. Click “Get Started”
7. Choose a location and appointment date
8. Choose an appointment time
9. Complete visit information
10. Click “Submit”. You will receive a confirmation email with a confirmation code.

How to schedule an appointment (pictures)

Step 1: Log on to www.cvs.com/employertesting. Appointments must be made via this link for this sponsored program. Enter your [client designated zip code] in the “Home Zip Code” field, your Date of Birth, Gender, and [client designated ID number] in the “Employee ID or Student ID” field. Click “Get Started” and go to Step 2.

Your health is our priority.

You may qualify for a no-cost COVID-19 test on-site at your work or campus or a CVS location.

Rapid results within **30** minutes²

Lab results within **6-10** days²

Schedule an appointment

You may qualify for a no-cost COVID-19 test sponsored by your employer or university. Provide some basic information to get started.

Personal information

Be sure your information matches what your organization has on file for you.

Home ZIP code

Date of birth

Hint: MM/DD/YYYY

Gender

☐ Female ☐ Male

Employee ID or Student ID

If you're unsure of your identification number, speak to your organization's representative.

Get started

How it works

- 1 Provide your zip code, date of birth and employee or student ID number.
- 2 Select a testing location and time. You may be tested at a CVS location, your workplace or campus.
- 3 Bring proof of identity, proof of employment or enrollment, as well as your confirmation email or text message. Be sure to have your mobile phone in case we need to reach you.
- 4 Upon arrival, follow the instructions provided in your confirmation email.

*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

Step 2: Choose a location and appointment date

On-site POC and/or on-site Swab and Send ONLY: Select a date to see appointment times.

CVS pharmacy

To plan your visit faster, [sign in](#) or [create an account](#). [Español](#)

minute clinic

Clinic VisitVideo VisitInsurance & PricingPay Bill

[Home](#) > COVID-19 testing locator

You qualify for employer- and school-sponsored testing.
We're offering members of your organization the convenience of getting tested on site at work. Select a date and time below. Availability may change throughout the day. If you cannot find an appointment at your preferred time, try a different day, or check back later.

Location type
Employer/campus locations

Select an available date
Today, July 20, 2020
Select a date to view available times

10 employer/campus testing location(s) found.

CVS locations

02861

Q

Today, August 26, 2020
Select a date to view available times

7 test location(s) found near "02861"

CVS Pharmacy Swab and Send ONLY: Enter a zip code to see nearby locations available to you and select a date to see appointment times.

Choice of on-site or CVS Pharmacy: Click on either "CVS Locations" or "Employer/Campus locations", enter a zip code to see the locations available to you, and select a date to see appointment times.

CVS pharmacy

To plan your visit faster, [sign in](#) or [create an account](#). [Español](#)

minute clinic

Clinic VisitVideo VisitInsurance & pricingPay bill

1

1.52 mi

Newport Avenue - East Providence Covid - 19 Testing Site,
63 Newport Avenue, EAST PROVIDENCE, RI 02916
[Directions](#)

Results 2-5 days.

Available time

<

12:40 PM

12:50 PM

01:00 PM

01:10 PM

>

me, try scheduling at a different

Step 3: Choose an appointment time

*References:


<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

Step 4: Complete visit information

CVS pharmacy

To plan your visit faster, [sign in](#) or [create an account](#). [Español](#)



Clinic VisitVideo VisitInsurance & PricingPay Bill

[Home](#) > Visit information

Visit information

You must complete this form within the next 15 minutes to confirm your reservation. This time cannot be extended; however, you may be able to choose a new time if available.

Your reservation expires in **14:55**

Where: Newport Avenue - East Providence Covid - 19 Testing Site
63 Newport Avenue, East Providence, RI 02916

When: August. 28th at 12:40 PM


Patient Information

Patient first name

Patient last name

Address line 1

Step 5: Click “Submit”. You will received a confirmation email with a confirmation code.




Your COVID-19 test is scheduled


You've successfully reserved your COVID-19 test.


Confirmation Code: DPV39VB

When: Aug. 07, 2020 at 09:30 AM

Where: [Dallas, TX 75201](#)

 [Get directions](#)

 **Important:**
Do not arrive more than 5 minutes prior to your testing time. Wear a face covering at all times and dk

 **What to bring:**
Proof of identity and employment/enrollment
Appointment confirmation email or text message
Mobile phone in case we need to reach you
Office workers: bring any personal belongings from your desk in case you need to stay :

*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

Attachment 3 – New Mexico COVID Testing Agreement Language

SURVEILLANCE TESTING AND CONTACT TRACING PLAN AGREEMENT New Mexico Department of Health/New Mexico Environment Department

Page 1 of 6

The purpose of this Agreement is to establish the mandatory surveillance testing and contract tracing guidelines to be followed by the signatory employer or other entity (Employer) below to allow for exemption from Rapid Response Closure under the current Public Health Order. Following the execution of this agreement and the submission to the New Mexico Department of Health (DOH) and the New Mexico Environment Department (NMED) of a facility-specific surveillance testing and contact tracing plan (collectively referred to hereafter as “Plan”), a rapid response resulting from surveillance testing will not count towards advancement on the Rapid Response COVID-19 closure under the current public health order (PHO). At a minimum, the Plan must address the following criteria:

1. Surveillance Testing Requirements

- a. All employees who are not currently required to self-quarantine or self-isolate shall be tested every two weeks within two consecutive days. The recurring testing schedule may be established in a manner that provides overlap to ensure continuity of operations. As an example, an employer may divide employees into two equal groups: Group A and Group B. Employees in Group A are tested over two consecutive days during the first week. Employees in Group B are tested over two consecutive days during the second week.
- i. Employees who undergo testing should receive clear and appropriate information on the purpose of the test, type of test, reliability of the test, who will pay for the test, and how the test will be performed.
- ii. Employees should also be provided with clear information on interpreting their results, actions to be taken depending on the test result, who will receive results, how the results will be used, and any consequences for refusing to be tested.
- b. Testing shall be conducted by a private provider at the Employer’s expense. Employers with 50 or less employees can schedule testing at any DOH or DOH partner location.
- c. The Employer shall ensure that the COVID-19 test obtained or provided to its employees is a DOH-approved COVID-19 test.
- d. Employees testing positive must self-isolate and not return to work until they are no longer considered contagious as described in [DOH's Policies for the Prevention and Control of COVID-19 in New Mexico](#).
- e. Employers must ensure continuity of operations based on employee COVID-19 test results and cannot knowingly allow COVID-19 positives employees in the workplace.
- f. The employer’s surveillance strategy must be implemented in a manner that abides by all applicable laws protecting employee privacy and confidentiality.

*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

SURVEILLANCE TESTING AND CONTACT TRACING PLAN AGREEMENT New Mexico

Department of Health/New Mexico Environment Department

Page 2 of 6

2. Contact Tracing Requirements

- a. The employer shall establish a COVID-19 coordinator or team who will be responsible for supporting DOH contact tracing efforts within the workplace. The coordinator and/or team shall provide DOH with contact tracing data and information according to the state's protocols.
- b. Upon confirming a COVID-19 case, the employer shall notify NMED's Occupational Health and Safety (OSHA) program within four (4) hours via the following online form:
<https://nmgov.force.com/rapidresponse/s/>
- c. The employer shall immediately isolate potentially contaminated work areas where an infected employee was in the workplace in the preceding 5 days until cleaning and disinfection is completed in accordance with current Centers for Disease Control and Prevention (CDC) [guidance](#).
- d. The employer shall immediately implement contact tracing protocols, for any COVID-positive employee consistent with CDC [guidance](#) and the State of New Mexico guidelines:
 - i. Close contacts are assessed from 48 hours prior to the date of onset of symptoms or 48 hours prior to test collection date for asymptomatic cases, including work, household, and social close contacts.
 - ii. A close contact is defined as: staying in the same close environment within 6 feet (2 meters) of a confirmed COVID-19 case for 3 minutes or more or anyone who had contact with the employee's body fluids and/or secretions such as were coughed on/sneezed on, shared utensils or saliva while the case was ill (beginning 2 days prior to illness onset and continuing until resolution of illness).
- e. The employer shall ensure that all close contacts of a positive employee are quarantined in accordance with [DOH's Policies for the Prevention and Control of COVID-19 in New Mexico](#).

3. Additional Terms and Conditions

- a. An Employer with multiple and independent locations who agree to the terms of this Agreement must include each location in the Plan and immediately notify DOH and NMED when a given company location is no longer participating in the program.

*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>

**SURVEILLANCE TESTING AND CONTACT TRACING PLAN AGREEMENT New Mexico
Department of Health/New Mexico Environment Department**

Page 3 of 6

- b. The Employer shall ensure that the Plan created pursuant to this Agreement is posted in a conspicuous location for the duration of the period it remains in effect in a common area for all employees to inspect.
- c. All of Employer's employees shall be trained on the Plan. Employer must keep documentation on record showing employees received the training.
- a. The Employer agrees to comply with the Public Health Orders, COVID Safe Practices, and Privacy Laws, etc., prescribed by DOH and/or NMED.
- b. Employer agrees to keep records on site covered by their plan and provide them to agents of the state upon request.
- c. Enforceability. Failure to comply with any provision herein shall result in termination of this agreement. Employer shall be prohibited from re-enrolling in the plan/agreement and the state will refuse to approve a future plan.
- d. Plans shall be submitted to both: NMENV-OSHA@state.nm.us and NMDOH-COVID-PLAN@state.nm.us.
- e. Only those businesses and entities defined as "essential businesses" in the operative Public Health Order may participate in this program.

4. Employer Certification

As the responsible official signing this document, I certify under penalty of law that this agreement and the associated Plan were prepared under my directions or supervision according to a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for the gathering of the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the

*References:

<https://cv.nmhealth.org/>

<https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html>