Covid Clinic Instructions

I. Registration

Step One - Visit https://School.Covidclinic.Org and Click Register

Step Two - Enter Your Account Details
Enter your IVC or Saddleback email address and choose California for State of school district.

Step Three – Select Your Account Type
Select Student for your account type.

The option you choose should say Selected and be highlighted with a green border.
Step Four – Enter Your Information
- Click on District and select “South Orange County Community College District.”
- Click on Grade and select “Not Applicable.”
- Click on School and select “Irvine Valley College”, or “Saddleback College.”
- Click on Teacher, enter your professors’ names separated by a comma.
- Complete the remaining fields

Step Five – Select Insurance Status
- This service is available at no cost to you regardless of your insurance status.
- Select Insured or Not Insured for Patient’s insurance status.

Step Six - Read Disclosures and Patient Acknowledgements
Click the underlined links to read the agreements and use the buttons on the left to accept them.
Step Seven – Sign Your Registration
Type your full name to sign your registration form.

Step Eight – Click Your Details
At the bottom of the page, click Your Details to move on to the next step.

II. Confirm Email
You will receive an email with a temporary password. Enter the password and click Next: Add Dependent(s) and Complete Registration.
III. Complete Registration

Step One - Make the Applicable Selections for Exposure and Symptoms

Your exposure and symptoms

*Please answer the questions below for yourself. You will answer these questions for each of your dependents when adding them.

- Has the individual been exposed to COVID-19 in the past 14 days? *
  - [ ] No
  - [ ] Yes

- Has the individual experienced any of the following symptoms in the past 14 days? *(Check all that apply)
  - [ ] Fever
  - [ ] Chills
  - [ ] Coughing
  - [ ] Headache
  - [ ] Fatigue
  - [ ] Nasal Congestion
  - [ ] Sore Throat
  - [ ] Diarrhea
  - [ ] Loss of appetite
  - [ ] Loss of taste or smell
  - [ ] None of the above

Step Two – Enter Dependents

If you have dependents, you can order tests for them by adding them to your account.

Step Three – Complete Registration

Click on Complete Registration to complete the registration process.
Step Four – Click Go to My Account
After completing your registration, click on “Go to my account” to order your tests.

Step Five – Click Order Test(s)
On the welcome back page, click Order Test(s).

Step Six – Make the Applicable Selections for Exposure and Symptoms
Make your selections and then click Submit Order.
Step Seven – Email Confirmation
After placing your order, you will receive an email confirming your order has been placed.

End of Registration Process.

IV. Ordering Additional Tests
After registering, follow these steps to order additional tests. If you do not have an account, follow the registration steps starting on page 1.

Step One - Visit https://School.Covidclinic.Org and Click Sign in
**Step Two – Enter Your Email to Request a Temporary Password**
Enter your IVC or Saddleback email address and then click Send Temporary Password.

**Step Three – Check Your Email**
The temporary password will be emailed to you.

**Step Four – Enter Your Temporary Password and Click Sign In**
Step Five – Click Order Test(s)
On the welcome back page, click Order Test(s).

Step Six – Make the Applicable Selections for Exposure and Symptoms
Make your selections and then click on Submit Order.

Step Seven – Email Confirmation
After placing your order, you will receive an email confirming your order has been placed.

End of Ordering Additional Test process.