COVID-19 Tests – Update to Mechanism staff

As of 1 December 2020

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1. Test locations and procedures

   a. The Hague
   i. **When symptomatic**: Any person who has COVID-19 symptoms may be tested free of charge by the municipal health services ("GGD"). Appointments may be made by calling 0800-1202. You will be asked for your burgerservicenummer (BSN). Or make an appointment online at coronatest.nl. This requires logging in with your DigiD.
   Test capacity has increased significantly. In most cases, you will be seen the same or the next day, with results usually available within 24 hours. Results will be communicated by phone call, SMS, or an email notification that your results are available through a DigiD login.
   ii. **When asymptomatic, but a close contact**: If you have been identified by the GGD or the CoronaMelder app as a close contact of someone who tested positive, you must quarantine. After day 5 of your quarantine, you may be tested by the GGD even if you are asymptomatic. Follow the procedure above. If/when you receive a negative test result, you may immediately discontinue your quarantine.
   iii. **When asymptomatic (on demand)**: If you require a test when you are asymptomatic but have not been identified as a close contact, e.g., to facilitate international travel, you cannot use the GGD test facility and must rely on a commercial test provider and pay for the test yourself. Whether you will be reimbursed depends on the purpose, as explained below.

A selection of commercial test providers in the Hague region is listed below[1]:
- denhaag.coronalab.eu
- klmhealthservices.com/en/journey-preparation/coronatest/
- www.immunovalley.nl/coronatest-den-haag/
- coronavirustest.nu

    b. Arusha

        i. When symptomatic: The Medical Unit will make an appointment for the symptomatic staff or eligible dependent with Arusha Lutheran Medical Center (ALMC). At the hospital, the symptoms will be assessed and if criteria to be tested are met, you will be tested free of charge. Consultation fees, however, are to be borne by the staff member (reimbursement thereof can be sought from health insurance).

        ii. When asymptomatic (on demand): Tests are done at Mt. Meru Regional Hospital and Arusha Lutheran Medical Center (ALMC). Appointment are made via the Mechanism's Medical Unit. Tests can be arranged at short notice or for a future date (e.g. to suit your travel schedule). It takes 3-5 days to receive results. Payment must be made in advance through a government control number, which the Medical Unit can assist in obtaining. Costs are Tsh 40,000 for citizens, Tsh 60,000 for residents and USD 50 for non-residents. Whether you will be reimbursed depends on the purpose, as explained below.

    c. Kigali

        i. When symptomatic: Call the Rwanda Biomedical Center at 114 and follow instructions.

        ii. When asymptomatic (on demand): If you require a test when you are asymptomatic, e.g., to facilitate international travel, you may contact the Rwanda Biomedical Center at www.rbc.gov.rw, or contact irembo.gov.rw/home/citizen/all_services. Appointments are usually granted the same day, with results expected the next day. Tests cost USD 50 or RwF 47,200. Whether you will be reimbursed depends on the purpose, as explained below.

    d. Sarajevo

        i. When symptomatic: Following contact with a local physician, the UN designated doctor,[2] or the WHO COVID-19 focal point,[3] a designated medical team will come to your home to collect a sample.

        ii. When asymptomatic (on demand): If you require a test when you are asymptomatic, e.g., to facilitate international travel, you must rely on a commercial test provider and pay for the test yourself. Whether you will be

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[1] Inclusion of a commercial test provider in this document does not imply any endorsement of the provider by the Mechanism. The market of commercial test providers is developing rapidly. You are kindly requested to conduct your own research to identify a provider who meets your needs.

[2] In Sarajevo: Dr. Elma Ibrahimpašić +387 61 206 046. In the Bihac Region: Dr. Maida Ibrahimpasic-Serdarevic +387 61 872 225.

[3] Dr Mirza Palo, World Health Organization Country Office in Bosnia and Herzegovina, via text message on +38761548587.

reimbursed depends on the purpose, as explained below. In Sarajevo, tests on demand are available from the following providers, with results expected the same or next day.

- Aleadrkandic.ba
- www.eurofarmcentar.ba
- klinikatawil.com/bs

2. Coverage and reimbursement of COVID-19 tests

a. Insurance coverage of COVID-19 tests

CIGNA will cover medically necessary testing when medically indicated for you and your dependents covered under your health plan. CIGNA considers that testing asymptomatic persons is not indicated, and therefore is unlikely to cover testing of asymptomatic people in relation to travel or to be released from quarantine (e.g., of close contacts).

Staff who incur costs for medically indicated COVID-19 tests, i.e. when symptomatic, should submit their claim to their health insurance. Only when declined, and only when necessary in relation to any UN or Mechanism COVID-19 policy provision, will the Mechanism reimburse costs of medically indicated COVID-19 tests.

b. Reimbursement of COVID-19 tests in relation to UN travel[4]

When a COVID-19 testing/certificate is mandatory for travel by a government, airline, airport or the United Nations (upon arrival at the destination or return), subject to a case-by-case review, and presentation of documentation reflecting the need for mandatory testing and receipts, the Organization may reimburse the actual expenses of the COVID-19 testing as long as they are not reimbursable by medical insurance schemes or other arrangements.

Such reimbursement of COVID-19 test costs by the UN applies to official business travel; travel on appointment, assignment, separation or change of duty station; home leave, family visit or education grant travel for staff and eligible family members when the ticket is purchased by the UN; and medical evacuation. The UN will not reimburse costs of COVID-19 tests for personal travel not at the expense of the Organization.

In case of such a requirement, staff must pay for the test and claim reimbursement through their Umoja Expense Report. Staff must upload receipts, as well as documentation detailing the requirement for a negative COVID-19 test costs set forth by the airline, national government or UN, to the Expense Report in Umoja. Kindly note that a credit or debit card payment slip is not considered a receipt. Without such supporting documentation, the claim may not be honored.

c. Reimbursement of COVID-19 tests in relation to non-travel scenarios

When a COVID-19 test is recommended or required in line with the scenarios outlined in the Mechanism's "What to do if …" scenario guidance document, and it is not covered by CIGNA and not travel-related, staff may submit a claim for reimbursement through an F.10 claim form, approved by

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[4] For further detail, please see paragraphs 23-24 of the United Nations Secretariat Guidance on Official Travel during the COVID-19 pandemic, dated 19 August 2020, shared with all Mechanism staff via broadcast on 1 September 2020 and attached here again.

an HR certifying officer or COVID-19 Coordinator.[5] The claim must be supported by a receipt and reference to the applicable scenario. Without supporting documentation, the claim may not be honored.

d. Reimbursement of COVID-19 tests taken for personal reasons (e.g., travel on annual leave)

COVID-19 testing is not reimbursable by the United Nations when the testing is voluntary. It is also not reimbursable for personal travel not at the expense of the Organization.

3. Types of tests

a. PCR tests

A polymerase chain reaction (PCR) tests detects the virus' genetic material at a molecular level. While no method of testing offers 100% accuracy, PCR tests are the most accurate ones currently available, with a false negative between 2% to 37%. A molecular test using a deep nasal swab will have fewer false negative results than samples from throat swabs or saliva. PCR tests are currently the only tests that may be considered for reimbursement, and where a negative test result is required to return to the office or enter the premises when on a quarantine waiver, this must be a PCR test.

b. Rapid antigen tests

As the name indicates, a rapid antigen test provides rapid results, sometimes within minutes. Contrary to the PCR test, which tests at a molecular level, rapid tests use antigens which detects specific proteins in the surface of the virus. While antigen tests are highly accurate when you are positive, they have a higher chance of missing an active infection, with a false negative rate as high as 50%. Rapid tests are therefore indicated only for people who are symptomatic, or for repeated testing of the same people within a short period of time. One-time rapid testing is unsuitable to establish negative COVID-19 status for the purpose of travel or safe return to the office. The Mechanism will therefore not reimburse rapid antigen tests, nor does a negative rapid antigen test allow for return to the office or can it be used in the context of a waiver to quarantine.

c. Serological antibody tests

A serological antibody test searches for antibodies, which indicate whether the person being tested has been infected with COVID-19 in the past. This test, therefore, does not diagnose an active infection. This test is therefore not reimbursable in relation to travel, waivers to quarantine, or to enable return to the office under any of the scenarios in the "what to do if…" scenario guidance document.

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[5] HRS Certifying Officers are Sherrin Hill, Roseanna Pittman, and Alice Kubai. Certifying COVID-19 Coordinators are David Falces and Paula Souverijn-Eisenberg.