



ASSOCIATED ADMINISTRATORS OF LOS ANGELES

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October 13, 2020

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Austin Buetner, Superintendent

Los Angeles Unified School District

Via electronic email

Re: Request for Information re COVID-19 Testing Program

Dear Superintendent Beutner:

This correspondence shall serve as a Request for Information under the EERA regarding the District's COVID-19 testing program. The Associated Administrators of Los Angeles ("AALA") requests the following necessary documentation and information in preparation for bargaining the effects of the COVID-19 testing policies, procedures, and protocols with the District.

It is requested that the District provide the following documentation and information by no later than Friday, October 16, 2020.

1. The District website states "...Los Angeles Unified is working with a group of stakeholders and partners who are experts in their respective fields to conduct regular COVID-19 testing and community engagement for employees and students..." Provide us with a complete and comprehensive the list of stakeholders and partners who will be conducting COVID-19 testing and community engagement.
2. Are all employees required to participate in the District COVID-19 testing program at this time?
3. How often will employees be required to complete a COVID-19 test?
4. How will the District ensure the accuracy and reliability of the COVID-19 tests?
5. What is the District's plan regarding false negative and false positive COVID-19 tests?

6. Will employees who are required to re-test be placed on paid administrative leave while they are awaiting negative COVID-19 test results?
7. Will employees be required to utilize their medical insurance for any purpose related to the District's COVID-19 testing program?
8. Will the District, its partners, labs, and/or vendors bill employees for these COVID-19 procedures?
9. Will COVID-19 test results be submitted electronically to employees' medical care providers?
10. How does the District's COVID-19 testing program comply with HIPAA's regulations regarding confidentiality of employee and student medical records?
11. Will employees be informed, prior to arriving at the testing site, that they have the right to choose which COVID-19 test is performed on them?
12. What information does the District consider "personal health information" or "PHI"?
13. Will the District, its partners, labs and/or vendors be permitted to sell employees' PHI? Provide all documentation outlining the District's policy prohibiting the sale of PHI.
14. What constraints are in place to control the District's partners, labs and/or vendors from violating the District's "practices"?
15. Provide all contracts, services agreements, and/or documentation related to the District's agreements with its partners, labs and/or vendors, with respect to the District's COVID-19 testing program.
16. How are employees to be assured that their PHI (and that of their children) will not be sold?
17. Will the District accept COVID-19 test results from an alternative testing facility? If so, what are the District's requirements for accepting such alternative COVID-19 tests?
18. Provide a comprehensive list of all individuals, agencies, and/or entities who will receive information regarding employee COVID-19 test results.
19. What is the District's procedure upon receipt of a positive COVID-19 test result?

20. What is the District's procedure upon receipt of a negative COVID-19 test result?
21. What is the District's procedure upon receipt of an inconclusive COVID-19 test result?
22. How long is the waiting period between the completion of a COVID-19 test and receipt of results?
23. How will the District ensure that COVID-19 is not spread to campus communities between the period of the completed COVID-19 test and the receipt of the COVID-19 test results?
24. When will employees be informed of their COVID-19 test results?
25. Will employees receive their test results before the results are shared with other individuals or agencies?
26. How long will the District keep employee COVID-19 test results?
27. What is the District's procedure should an employee not consent to onsite COVID-19 testing?
28. What is the District's procedure should a student not consent to onsite COVID-19 testing?
29. Provide us with copies of all required consent forms, privacy notices, confidentiality notices, procedural information, and any other documentation employees will be required to sign and/or employees will receive at the time of District COVID-19 testing.
30. Provide us with copies of all information, documentation, and/or notices employees will be provided with following their District COVID-19 test.

Very truly yours,



Juan A. Flecha

President