Self-Reported Rapid Testing Announcement   
Email Template

*Subject:* Launching RapidCOVID-19 Testing at [Company]

*Body copy:*

Dear [eligible participants],

I’m excited to announce that we are partnering with Color, a population health testing company, to offer our employees a quick and easy way to get tested for COVID-19 and share results. Color has partnered with universities, municipalities, and enterprises to run large-scale COVID-19 testing programs.

When you arrive for testing, simply pick up a kit, log in to your Color account, and follow the instructions in the handout provided with the kit to report your results.

You may want to consider creating a Color account in advance to save time. To do so, visit [color.com/covid/self-reporting](http://color.com/covid/self-reporting).

Tests will be available for pick up [once] a week. Our hours of operation are:

* [Mondays from 8am-5pm]
* [Tuesdays from 8am-5pm]
* [Wednesdays from 8am-5pm]
* [Thursdays from 8am-5pm]
* [Fridays from 8am-5pm]

Be sure to test according to your schedule to avoid being marked as non-compliant. Returning to work will require negative test results.

Thank you for your efforts to keep our community safe and healthy. Please let [implementation team] know if you have any questions.

Best,

[Insert name]

How often do I need to get tested?

[Insert program details here]

Who will my results be shared with?

Your results will be shared with [Company] in an effort to keep our office a safe place. You should also follow the instructions from the kit manufacturer on how to report your results to the health authorities.

Why does Color say I’m not eligible when I try to create an account?

Please ensure that you are entering your email address correctly. If you’re still experiencing an error, please contact [support@color.com](mailto:support@color.com).