

Registering for a LabDash

Account at LabDash.net

- To sign your child/children up for LabDash, **the parent or guardian must first sign themselves up.** After your registration is complete, you may then log into LabDash and add your children as your dependents.
- If you are 16 or older, you may register for your own account
 - Go to LabDash.net
 - Select the “Register” button on the main page
 - Under “User Registration” select “Patient”
 - Fill out all required information indicated with an asterisk (*) on the registration form
 - **Include required insurance information if you have it, however INSURANCE WILL NOT BE BILLED**
 - After you click the “submit” button an email will be sent to the email account you supplied on the form
 - Follow the instructions on the email to complete your account registration
- To add your child/children to the account
 - Log in to your LabDash account
 - At the bottom of the screen click the button reading “Add or View Dependents”
 - Click the “+Add Dependent” button
 - Fill out your child/children’s information in the form provided and click “submit”

You have successfully signed up for LabDash!

The image shows a screenshot of the 'User Registration' form on the LabDash website. The form is titled 'User Registration' and includes a sub-header 'Please enter your information below.' Below this, there is a dropdown menu for 'User Type' with 'Patient' selected. The form is divided into sections: 'Account Information' (highlighted in grey) and 'Personal Information'. The 'Account Information' section includes fields for 'Email (this will be used as your username)', 'Password', and 'Confirm Password'. The 'Personal Information' section includes fields for 'Legal Name' (First, Middle, Last), 'Marital Status', 'Date Of Birth', 'Gender', 'Sex at birth', 'Phone Number', 'Address' (Street, City, State, Zip Code, County / Province), and 'Primary Physician'.

Scope Molecular Laboratory

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How to Collect a Sample in LabDash

- Once you have collected a sample, **you must register it in LabDash before taking it to your school's drop off location.**
- Log in to your previously created LabDash account at **Labdash.net**
- Step 1
 - In the top left corner of the screen click "Collect Sample"
 - Choose the correct patient from the provided list and click "collect"
 - On the next screen, again choose the correct patient and click "Next"
- Step 2
 - On the Sample Barcode page, choose "Scan Sample Barcode" if using a mobile device or "Enter Sample Barcode" and enter the barcode if entering by hand
 - Click the "Verify" button at the bottom of the page
- Step 3 Collect Information
 - Under Ordering Provider click "**Dr. Melissa Sutton, MD, MPH**"
 - Under Test Type click "Covid-19"
 - Under Collection Method click "Saliva"
 - Under How Will This Test Be Covered click "Insurance" - **Your insurance WILL NOT BE BILLED!** Or "uninsured" if you did not enter an insurance policy in Labdash
 - Fill in the Symptom checklist with the appropriate information
 - Click Verify
 - Review your information and click "Submit Collection"

- **Confirm the barcode entered matches the barcode on the sample**
- **Label the sample with the student's name and date of birth**
- **Place sample in enclosed biohazard bag**
- **Return sample to school on specified date**