



**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF ILLINOIS
219 SOUTH DEARBORN STREET
CHICAGO, ILLINOIS 60604**

**THOMAS G. BRUTON
CLERK**

312-435-6860

Dear Case Participant:

The Court has implemented a number of safety measures during this time, including mandatory Covid-19 testing, a requirement to wear masks in the Courthouse, limiting the number of individuals on elevators, hand sanitizer throughout the building, and requiring all individuals in the courtroom to sit six-feet apart.

I am writing to provide you with some details about one of those safety measures: a non-invasive COVID-19 test. Pursuant to [General Order 21-0006](#), any individual whose participation in a hearing or trial will exceed two days will be required to submit to testing or will be required to participate remotely only. You may already have heard about the saliva-based test, which was developed at the University of Illinois and is being used at a number of colleges, universities, and school districts in Illinois and surrounding states. The Court has partnered with SHIELD Illinois, the organization that implements this test. All judges and staff, contractors, attorneys, jurors will be tested on a regular basis. During jury trials, individuals must take the test at no cost twice each week.

Three days prior to the start of the trial or hearing, you will be required to take your first Covid-19 test, which takes only a few minutes and is self-administered in the Courthouse. Please take a few minutes and register for your SHIELD Illinois account to schedule your first test. You will need this account to schedule future tests, and you will login to this account to view your test results as well. Here are the directions:

- 1. Go to this website using the Chrome browser:
shieldportal.pointnclick.com.**
- 2. Choose Sign up for an account.**
- 3. Enter the following Code **USDC-hi78kngc**.**
- 4. Complete the Online Registration questions.**
- 5. You will receive a text message on the cell phone you provided with a registration code. Enter the registration code.**
- 6. Establish a password. This will be the password you use to access your portal to make appointments and view your lab results.**
- 7. Select “Schedule, view or cancel an appointment.”**
- 8. Select your search start date.**

9. Select your location: Chicago or Rockford.

10. Schedule the appointment for between 8am and Noon. Please note times are available outside of this window, but we are only open between 8am and Noon. After April 1, 2021, the room will be open for longer hours.

11. Print your QR Code or bring your smart phone with you to the test.

On the day of your appointment,

- in Chicago, please go to room 211, located on the 2nd floor next to the cafeteria; or
- in Rockford, please go to the atrium of the Courthouse.

Please bring your government issued photo ID, the completed consent form, found under the [“COVID 19 Testing”](#) section on the Court’s Coronavirus/COVID-19 Guidance page, and the QR code provided when you scheduled your appointment.

Your test results will be posted in the patient portal after the lab results are completed. You will receive a text and email to notify you when the results have been uploaded to your portal. You will need to log in to view your results. Please note that if you test positive for the Covid-19 virus, you should email the courtroom deputy of the judge that is assigned to the case to inform them that you will not be able to attend the hearing or trial.

A couple of comments on the test process: First, note that you must refrain from eating, drinking, brushing your teeth, using mouthwash, or using any tobacco products one hour prior to taking the saliva-based test. We recommend that you drink plenty of water the morning of the test to help produce the saliva.

All samples are destroyed after testing. They are not retained and are not used for any other purpose, such as DNA analysis. We have prepared a list of frequently asked questions and short videos for you to watch concerning this self-administered Covid test. The material is available on the Court’s website, under the “COVID 19 Testing” section on our [Coronavirus/COVID-19 Guidance](#) page.

The SHIELD test results are remarkably accurate, and they are available within a single day. You will be notified, by text or email, when the results are available, and you can see the results of your own test in the SHIELD account that you established based on the directions above. The Clerk of Court and the supervisors in the jury department will also receive a copy of your Covid test results in order to be certain that we do not have any individual report for the hearing or trial that test positive for the virus.

While this test is free of charge, we will require your consent to participate in the testing program and your permission to receive a copy of your results. Thank you in advance for your assistance and cooperation.

Sincerely,



Thomas G. Bruton
Clerk of Court