

Covid 19 – Staff Self Testing Lateral Flow Device

This guidance and associated materials have been coproduced by Scottish Borders Health and Social Care Partnership, Care Providers and Scottish Care to give support Covid 19 virus testing of staff delivering care to people in their own homes.

What are the benefits of testing?

Regular testing enables ongoing identification of the virus (in particular, staff who are asymptomatic) and is an additional layer of protection against the spread of the virus to those being care for, their family, colleagues, and the community.

It does not replace or mitigate the need for the other layers of the infection protection and control measures already in place including the use of Personal Protective Equipment (PPE).

How often are you required to undertake the test and when?

You are required to undertake the test twice a week, leaving three days between each test.

What happens after a positive test result?

You will be asked to follow current self isolation guidelines and arrange an PCR test. For non-Personal Care Assistants this will be done by your employer.

Will testing stop after staff have received their vaccinations?

Testing of social care staff will continue for a minimum of period of 3 months after both doses of the vaccination has been given.

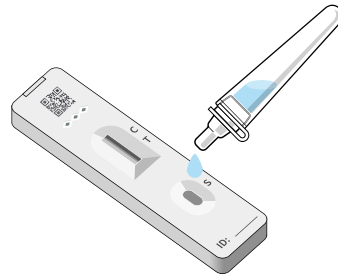
Before you start have you:

Completed the: [Lateral flow test : competency assessment framework](#)

Watched the “How to undertake the test” video guidance <https://vimeo.com/503143279>

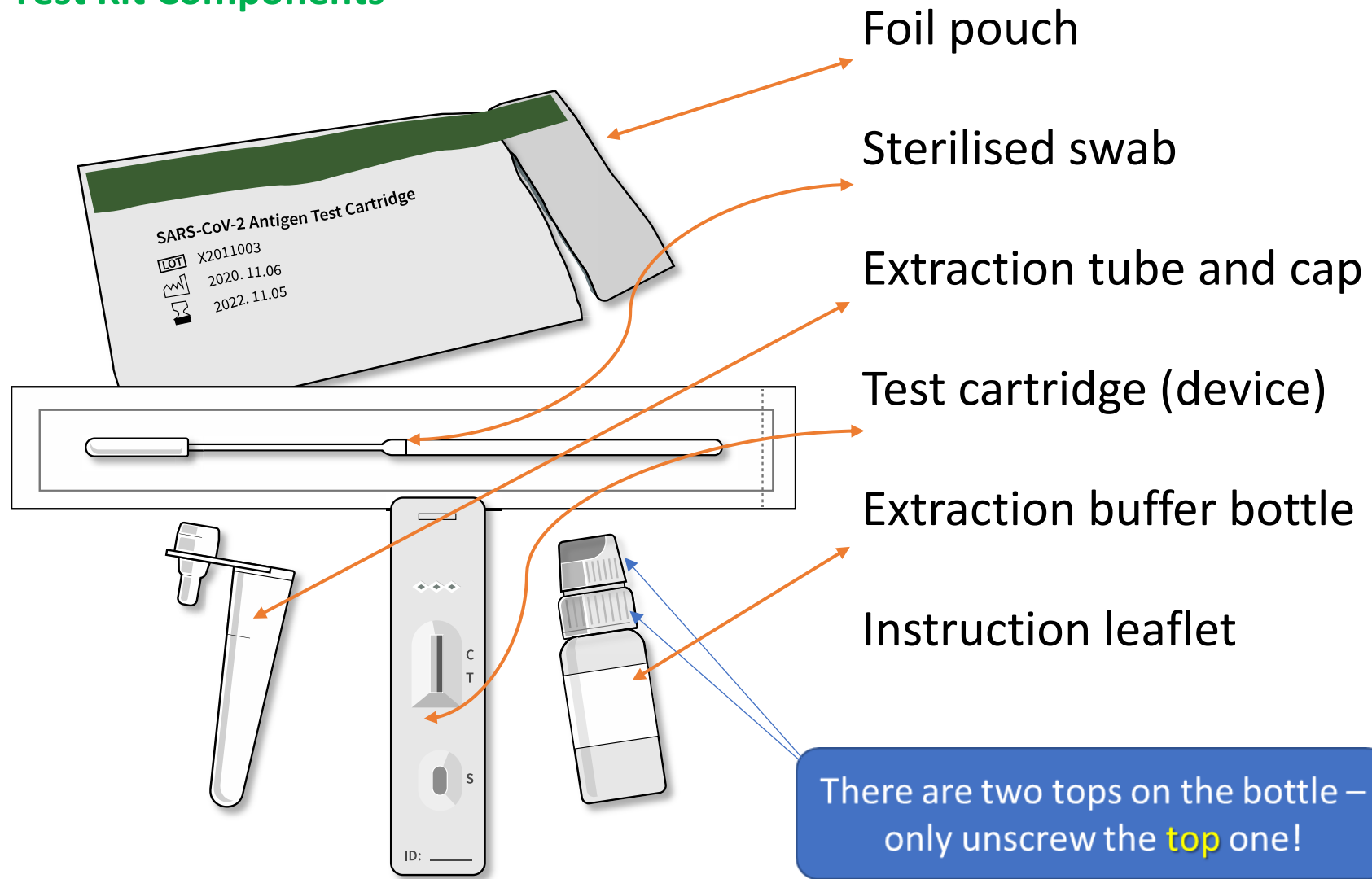
Accessed www.covidtestingportal.scot

If you are having difficulties with any of the above, please contact your manager for assistance

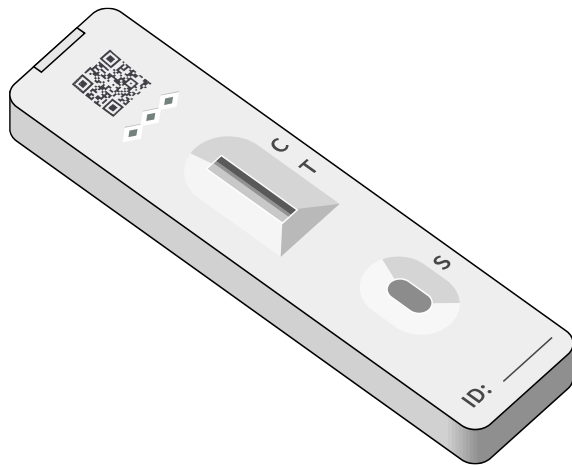


1. Read and complete the [Lateral flow test : competency assessment framework](#)
2. Read the step by step guide below
3. Clean and dry test area before unpacking the test equipment
4. Undertake a throat and then nose swab sample after watching “How to undertake the test” video guidance <https://vimeo.com/503143279>
5. Process your sample and wait 30 minutes before reading the result
6. If positive contact your employer and arrange a PCR test
7. Record your result in the NSS Portal www.covidtestingportal.scot
8. Safely dispose of the test equipment
9. Repeat 3 days later

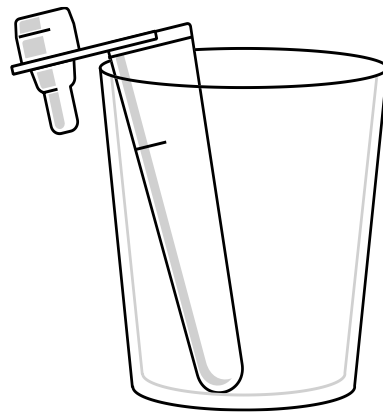
Test Kit Components



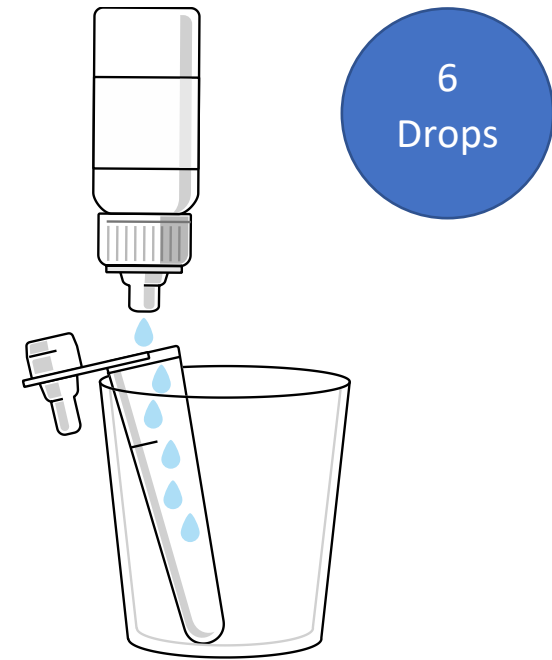
Preparing to take the test



Place the test cartridge on a clean flat surface

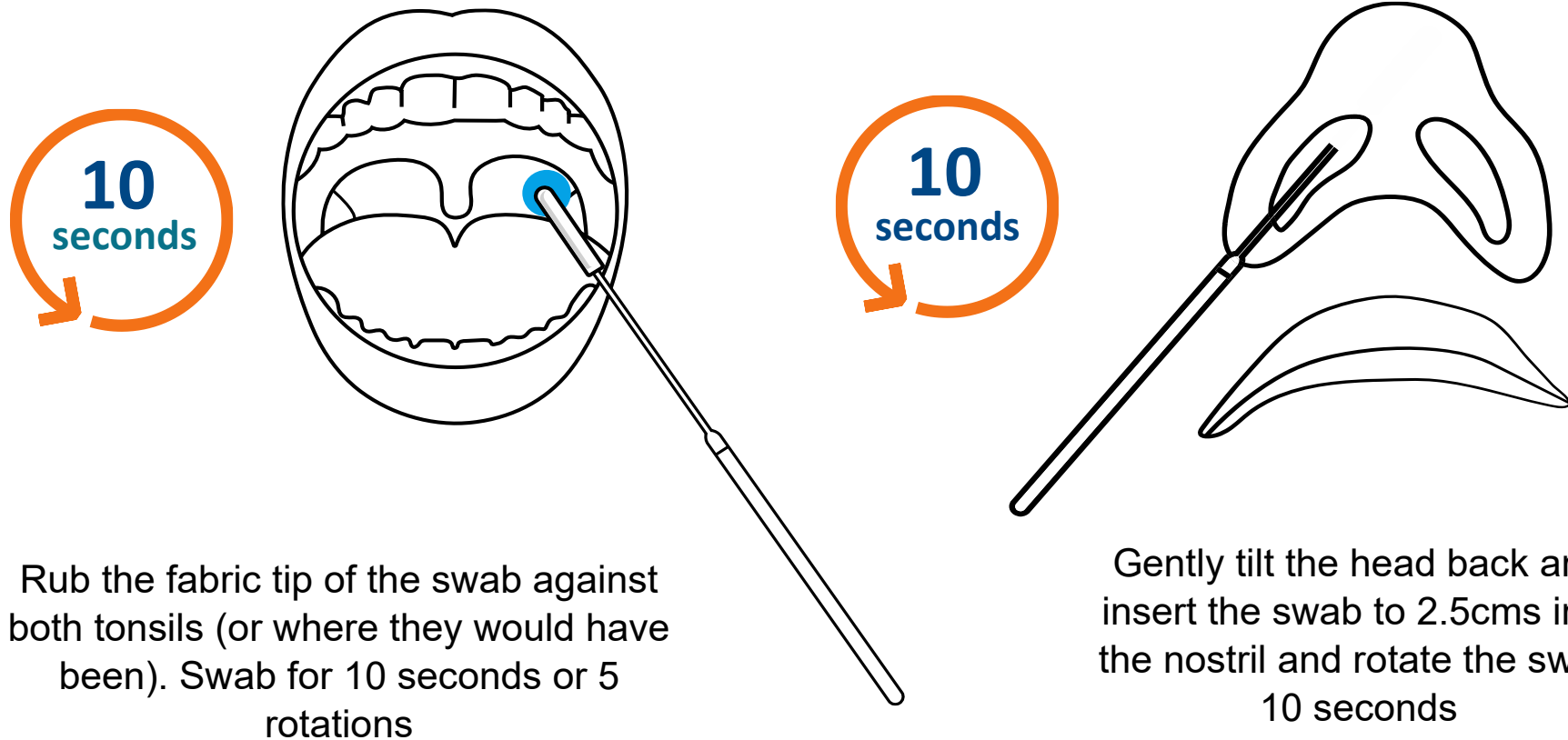


Place extraction tube in a small clean container



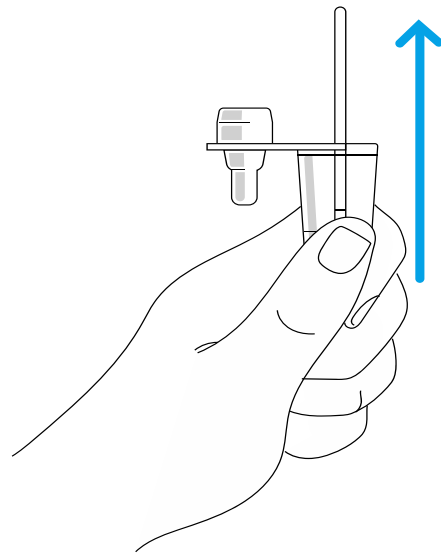
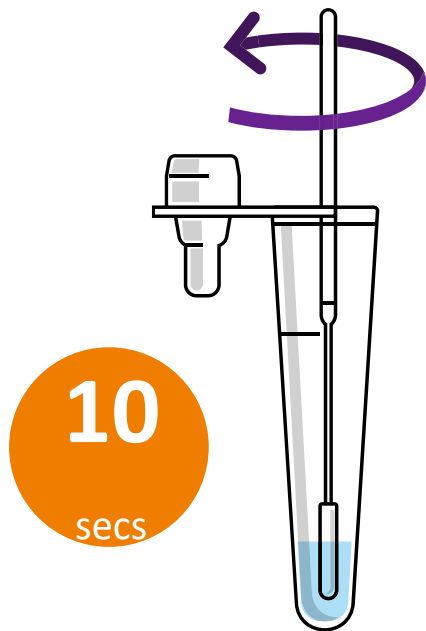
Hold solution bottle vertically and dispense 6 drops only of test solution into the extraction tube

Taking the swap

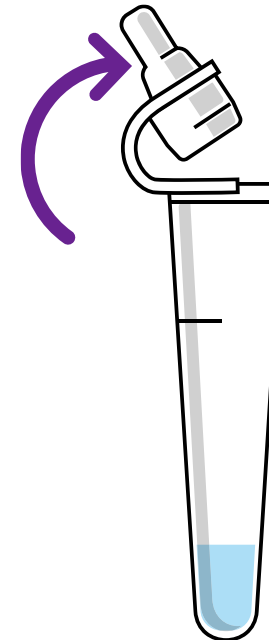


“How to undertake the test” video guidance <https://vimeo.com/503143279>

Performing the test

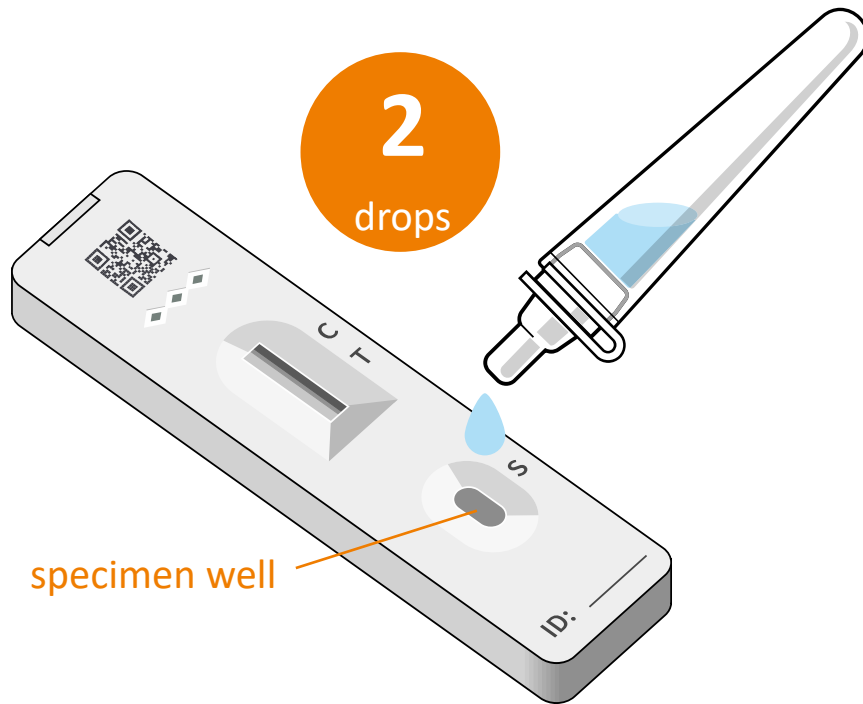


Remove the swab from the extraction tube and dispose into domestic rubbish bag



Tightly place the cap on the extraction tube

Completing the test



specimen well

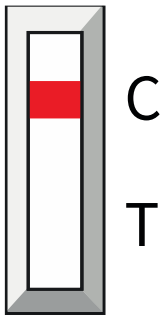
Dispense two drops of the specimen solution vertically into the specimen well on the device: marked S

30
mins

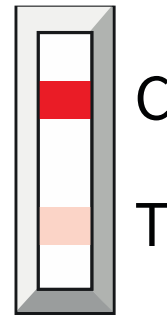
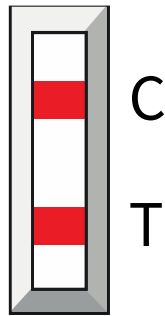


Set a timer for 30 minutes!
Read the results

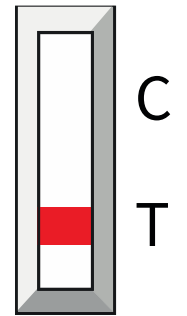
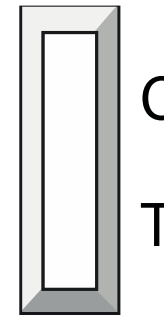
What results look like?



Negative



Positive



Invalid

What to do when result is known

If the test is **positive**

You **cannot** go to work

You must contact your **employer** immediately to advise them and arrange a PCR test

You and your household must **self-isolate** in line with Scottish Government Guidelines

If the test is **negative**

You can go to work

If your test result is negative, **you should not regard yourself as free from infection**, the test could be a false negative.

Always remain vigilant to the development of COVID-19 symptoms as you may catch the virus in between tests

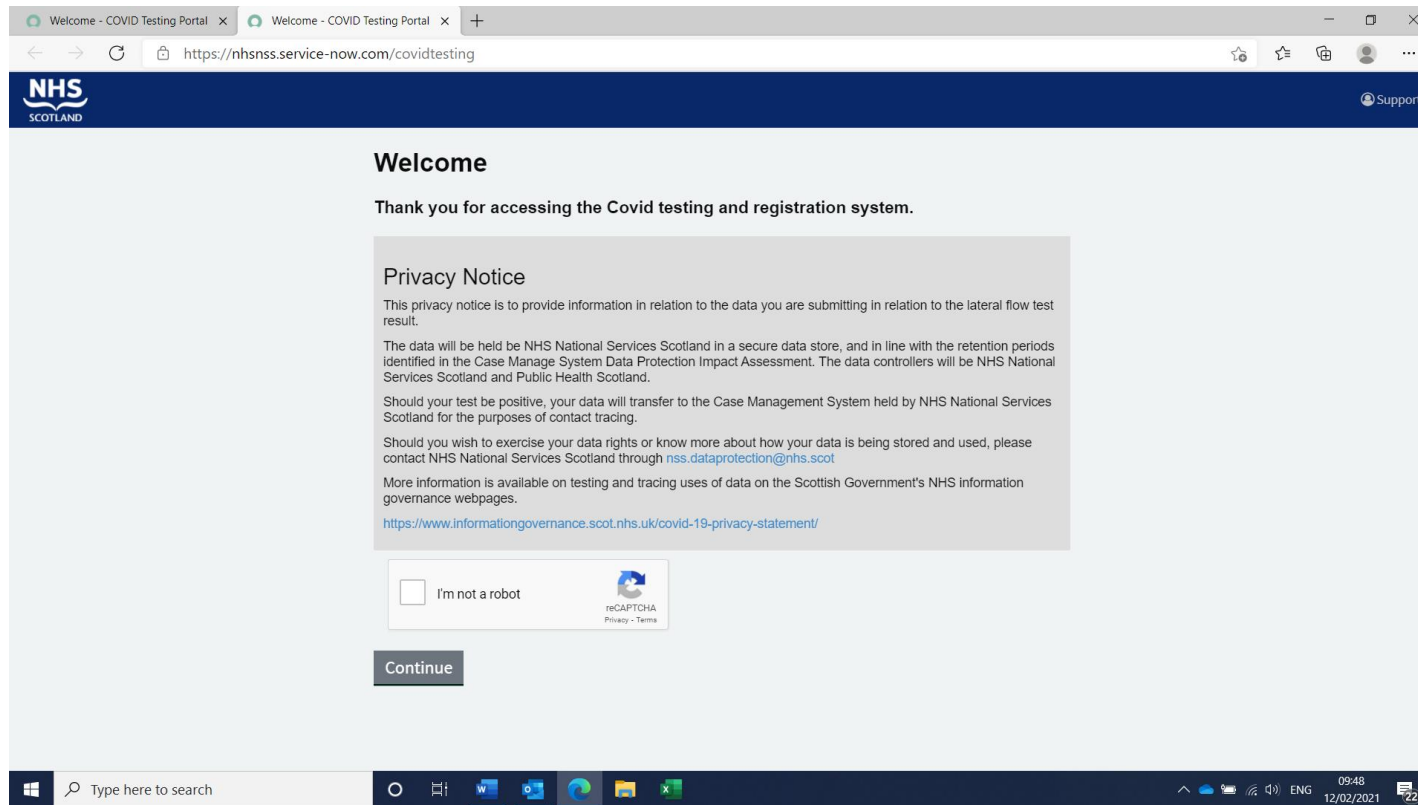
If the test is **invalid**

Repeat the test with a new test kit

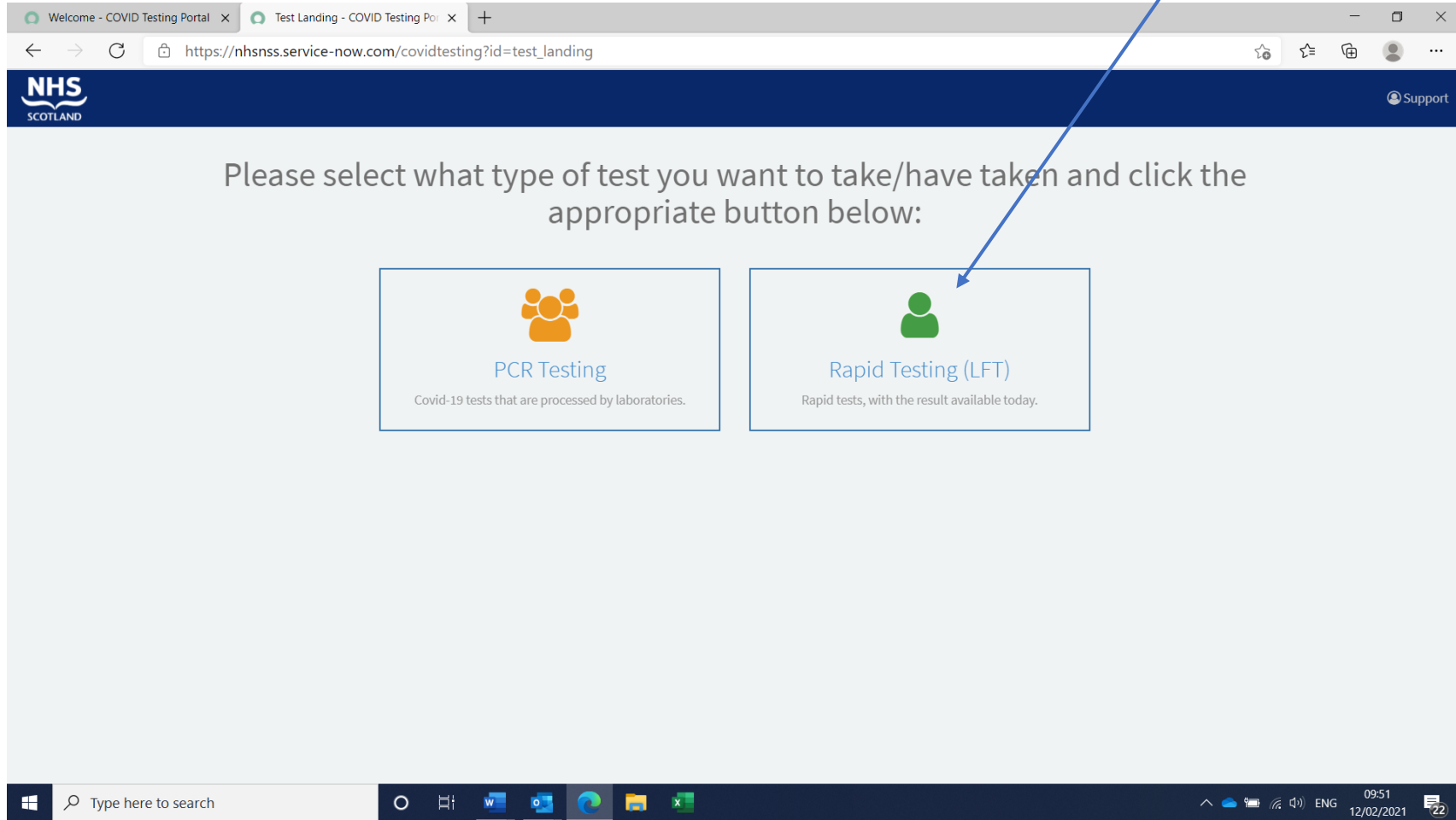
How to report results:

No matter what your test results are – you must record every time you take a test in the NHS Scotland Covid Testing and Registration System which is accessed at www.covidtestingportal.scot

You will be taken to the page below, asked to confirm you are not a robot before pressing the continue tab to access the site:



Once in the site you will be asked to select which test you want to take, please select Rapid Testing (LFT)



You will then be taken to the following page and will be asked for information; please ensure you have this to hand

The screenshot shows a web browser window with the NHS COVID Testing Portal. The page title is 'Individual Lateral Flow Test result'. The form includes the following fields:

- Ethnicity (dropdown menu)
- Reason for taking the test (dropdown menu)
- Serial number from the test kit (text input)
- Lot number from the test kit packaging (text input)
- Date the test was taken (calendar picker)
- Time the test was taken (time input, with a note: 'Time in 24-hour format (e.g. 11 PM should be entered as 23:00:00, 11:45am should be entered as 11:45:00)')
- Test result (dropdown menu)

A 'Submit' button is located on the right side of the form. A blue arrow points from this button to the list of required information on the right side of the slide.

- Last (Family) name
- First name
- Date of birth
- Sex
- Postcode
- Contact telephone number
- Your mobile phone number if you have one
- Contact email address
- Confirmation that you currently stay at your residential address
- Most relevant reason for taking this test
- The serial number from the test kit
- The lot number from the test kit packaging
- The date the test was taken
- The time the test was taken
- The test result

Once you have uploaded all the information required, please press the submit button

Disposing of your test

If you are carrying out the test in your own home:

- If your test is **negative** dispose of the testing equipment in the domestic waste and wash your hands using warm water and soap.
- If your test result is **positive** you should double bag the test equipment including the test solution and store safely for 72 hours before disposing in the household waste and wash your hands.

If you are carrying out the test in a service based building:

- Carefully dispose of the test device and equipment and then wash your hands using warm water and soap. **Do not dispose of in clinical waste (yellow or orange).**
- Please see separate detailed guidance regarding disposing of the used tests and other waste and consult your local waste operator for removal arrangements.

Regardless of the test result **do not** dispose of in clinical waste (yellow or orange bags).

Disposal advice may be subject to change based upon future waste disposal guidance.

Clarification of Use – Additional Guidance

The manufacturer's instructions for use (IFU) are included in the box.

These do not need to be followed as sheltered housing staff and wardens, day care service staff and personal assistants will use the test in a slightly different way,

This has been agreed with experts, discussed with the Medicines and Healthcare Regulatory Authority (MHRA) and the manufacturer has been informed.