COVID-19 Self-test

Step-by-step guide

Before you start

- Read these instructions before you open the test kit.

- If more than one person in your vehicle is taking the COVID-19 test, please make sure you have a testing kit for each person, and use the test kit and barcode labels that are assigned to you.

Need help?

If you have any questions or problems with this test kit, please use your vehicle's hazard lights and wait for someone to come and assist you.

Do not open your window.

If there is a medical emergency, honk your horn.

Before you drop off your sample, have you packaged your test kit correctly?

We have found packaging your sample correctly is actually one of the hardest parts of this test. Here's a quick overview of what you need to do.

Thank you.

Checklist

1. Take swab sample (throat then nose) ☐
2. Put swab sample into plastic vial and securely screw on lid ☐
3. Put barcode on plastic vial ☐
4. Put plastic vial and white absorbent pad into clear zip-lock bag ☐
5. Put clear zip-lock bag into biohazard bag **(Do not seal biohazard bag)** ☐
6. Put barcode on biohazard bag ☐
7. Go to drop-off point ☐

The test is suitable for the following people

Adults aged 18+	Self-test (unless unable to do so)
Teenagers aged 12-17	Self-test with adult supervision
Children aged 5-11	Adult to test child
Children under 5	Do not use this test kit

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1   Take swab sample from throat then nose

1   Clean your hands/put on gloves

Put on your gloves, or use hand sanitiser to clean your hands. This is so that you do not contaminate the test kit.

2   Check your kit contents

Swab, inside sealed wrapper ☐

Sheet of identical barcode labels. (These may already be applied to your kit) ☐

Plastic vial, containing small amount of liquid. The liquid must stay in the vial. ☐

Test Receipt Card or Test Registration Card ☐

White absorbent pad ☐

Clear zip-lock bag ☐

You will have been asked to bring the following:

Tissue to blow your nose ☐

Disposable gloves ☐

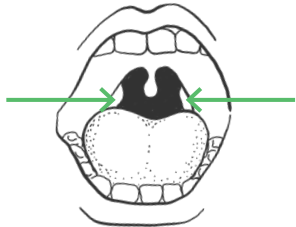Biohazard bag with silver seal ☐

or

Hand sanitiser ☐

3

Blow your nose

Gently blow your nose into a tissue. Take the tissue home and throw away in a bin. This is so that you get rid of excess mucus.

4

Find your tonsils and back of throat

Look inside your mouth, and find your tonsils. Your tonsils and the back of throat is where you will swab your sample.
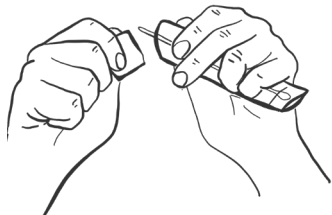
Use the car vanity mirror to help.

If your tonsils were removed, just swab the back of the throat.

5

Open the swab inside the sealed wrapper

Open the package and gently take out the swab. This will be used for both throat and nose.

> **Important**
> The fabric tip of the swab must not touch anything apart from your throat and nose.

> **Important**
> Do not touch your tongue, teeth, cheeks or gums, or any other surfaces with the fabric tip of the swab.
>
> The swab is invalid if it touches these parts, and you will need to get a new swab. If this happens put your hazard lights on to get assistance.
>
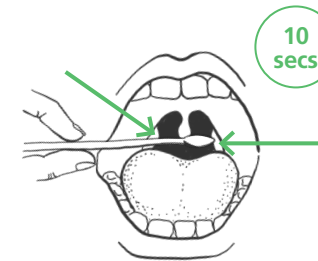> Use the same swab for nose and throat.
>
> This may cause gagging and minor discomfort, but it should not hurt.

10 secs

6

Take the throat sample

Holding the swab in your hand, open your mouth wide and rub the fabric tip of the swab over both tonsils and the back of the throat for **10 seconds** (use a mirror to help you do this).

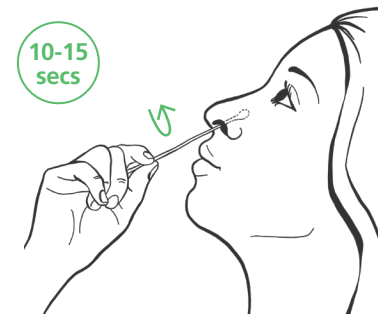Carefully remove the swab stick from the back of your throat.

7

Take the nose sample

10-15 secs

Put the same end of the same swab gently into one nostril until you feel a slight resistance (about 2.5cm up your nose).

Rotate the swab for **10-15 seconds** and slowly remove it.

You only need to sample one nostril. If you have a piercing use the other nostril.
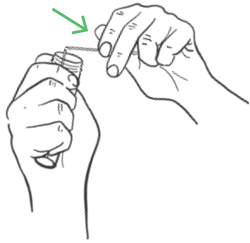
> **Important**
> The swabbing may feel uncomfortable. Do not insert the swab any deeper if you feel strong resistance or pain.
>
> If there is blood or vomit on the swab sample, put on your hazard lights for assistance.
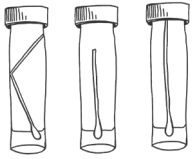
2 Package your test kit sample

1
Place swab into plastic vial and snap the tip

Make sure that the fabric tip is facing down as you place it into the vial. Snap off the other end of the swab, so that it fits inside the vial without bending.

Securely screw the lid onto the vial.

Important
Securely screw the lid so that no liquid can leak. You may need to apply pressure to get the lid on.
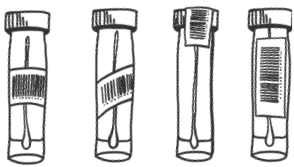
2
Clean your hands/keep gloves on

If you're wearing gloves, go straight to step 3. Otherwise, use hand sanitiser to clean your hands.
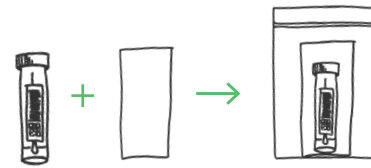

3
Stick barcode onto plastic vial

Peel off one of the barcode labels and stick it vertically onto the plastic vial. If there is already a label on the plastic vial, place your barcode label on top of it.
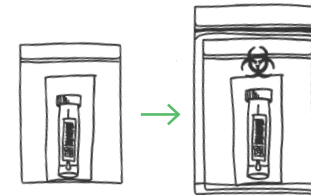

4
Place into smaller clear zip-lock bag

Place the plastic vial and the white absorbent pad into the small clear zip-lock bag. This is so that any leakage from the vial is absorbed.
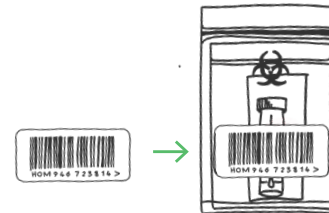

5
Place into larger biohazard bag

Then place the clear zip-lock bag into the larger biohazard bag.

Do not seal the larger biohazard bag
You need to have your kit checked at the drop-off point before you seal it.

6
Stick barcode onto biohazard bag

Peel off one of the barcode labels and stick it onto the outside of the biohazard bag.

Important
Your barcode is unique to you and your test kit. Do not apply it to anyone else's test kit.

You are ready to hand in your test kit sample. Follow directions to the drop-off point.

3 Hand in your test kit sample at drop-off point

1 Go to drop-off point

The test assistant will check your kit has been completed and packaged correctly.

4 Receive test results by text message and email

You will receive your test results in 2-3 days by text message and email.

Our goal is to get results back to you as quickly as possible; however, due to the volume of tests, it may take longer to get back to you.

Reminder

Please ensure you take home your Test Receipt Card or Registration Card for your reference. If you have a registration card you will need to **register online**.

Not received your results after 5 days?

Please call the helpdesk number **0300 303 2713**. Lines are open everyday, 7am to 11pm. It is free of charge from any mobile or landline.