# Help us trace your contacts





- This digital service supports the manual contact tracing teams, in order to help prevent the spread of COVID-19.
- It allows you, if you are aged 16+, to enter your details digitally to help identify close contacts as quickly and efficiently as possible. You can also fill the form in on behalf of someone else, for example someone you have parental responsibility or guardianship for.
- The sooner contacts are notified and advised what to do, the less likely they are to spread the infection.

## How does it work?

Digital contact tracing begins after you test positive for COVID-19 and get your result from the NHS. You will receive two SMS (text) messages.

- The first message will be from 'HSCresult'. It will give you a test code to add to the StopCOVID NI app, if you have it. Once you enter this code into the app, it will send out an alert to other app users who have been in close contact with you. For more on the app, go to nidirect.gov.uk/coronavirus
- The second message will be from 'HSCtracing'. It will contain a DST code and invite you
  to share your close contacts using Digital Self-Trace. You can access the service at
  trace.covid-19.hscni.net

Entering your details should take about 15 minutes. Once you have entered your contacts, we can get in touch with them by text message to warn them that they may have been infected, and advise them on what to do.

We will not share your details with those whose details you provide.

#### What do I need to use the service?

First, you will need your six digit DST code. You will find this number in the second SMS message, from 'HSCTracing'. The SMS will look like this:

Once you enter your DST code, we will ask you for two types of information.

- We will ask you some questions about yourself and your symptoms to help us understand how COVID-19 is spreading.
   We will also ask for your telephone number in case we need more details about something you tell us.
- We will then ask for as much information as you can provide about the people you have been in contact with and the places you've been.



## What kind of contacts do I need to tell you about?

We need you to tell us about:

- people you have been in close contact with in the two days before you first felt unwell or before the date of your test if you have no symptoms (for example, people you live with, or friends you have spent time with)
- places you have worked in the seven days before you felt unwell or before the date of your test if you have no symptoms
- any other times when you may have come into contact with people (such as on public transport, in a health or social care setting, shopping or travelling) in the seven days before you felt unwell or before the date of your test if you have no symptoms.

For close contacts, we will need names and telephone numbers to be able to contact them. For contacts through workplaces and other settings, give as much detail as you can.

#### What is considered "close contact"?

"Close contact" could apply to someone who:

- · spends significant time in your household
- is a sexual partner
- has had face-to-face contact (within 1 metre), including being coughed on or having skin-to-skin physical contact
- has been within 1 metre of you for one minute
- has been within 2 metres of you for more than 15 minutes
   (either as a one-off contact, or added up together over one day)
- has travelled with you in a vehicle.

It would not be considered close contact if your interaction took place solely through a Perspex (or equivalent) screen or while one of you was wearing full medical-grade PPE in a health or social care setting.

### How will the service protect my privacy?

To protect your identity, we will not share your details with those whose details you will provide.

We will only use the information you have given for the purpose of contact tracing and learning about the disease. **Nothing else.** 

#### What if I can't use the digital service?

If you can't use the digital service, or you choose not to, we will try to call you to ensure we have all the details we need to protect others and reduce the spread of COVID-19.

- These calls will come from the contact tracing team on the telephone number 028 9536 8888.
- We will ask for the same information as the digital service.





