



On Site Testing for Adult Social Care Services

Rapid Lateral Flow Test Kits

This publication was withdrawn on 22 April 2021. The guidance is now on the [Coronavirus \(COVID-19\) testing in adult care homes page](#).

This guidance is for all adult social care services where on site testing is conducted using rapid Lateral Flow Tests (LFT).

This guidance is for assisted on site testing with rapid Lateral Flow Tests. This may include people who work in social care, professionals visiting a social care service for work, people getting care and support from social care services, or people visiting someone who gets care and support.

Before you do any testing

- Read this guidance in its entirety
- Make sure you have received all parts of your order
- Ensure that your staff and visitors are fully prepared for testing day(s)

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Introduction

The purpose of this document is to provide guidance on how to prepare and manage on site lateral flow testing. Testing can reduce the risk of COVID-19 but it does not completely remove the risk of infection. All other IPC measures must continue to be followed.

Order more test kits via the online portal:

<https://request-testing.test-for-coronavirus.service.gov.uk/>

If you have received a handheld scanner for easier registration, make sure you have set it up and familiarised your staff with how to use it

Lateral flow testing process overview

Order kits

What to expect:

Once you order test kits, you will be sent an order confirmation when they are dispatched. You will receive LFD kits, universal test kits for confirmatory PCR tests, and a box of supplementing kit.

What to do :

Start planning in advance so that you are ready to begin testing when the test kits are delivered to you:

- Communicate the testing approach to all testing staff
- Read this guidance and ensure all relevant staff take the NHS online training
- Plan out your testing area and workflow

Prepare testing area

On the day(s) of testing, set up the testing area in your service, including a check-in area and place to conduct testing and await results.

Key considerations for the testing area:

- Prepare consent forms to gain formal consent for testing and sharing results
- Make sure there is a separate area for people being tested to enter, test and await results without entering with other parts of the building/home. If possible, this area should have a separate entrance.
- Where relevant, make sure people being tested can enter and immediately put on PPE. Where this is not possible, people should don any necessary PPE before entering the service.
- Follow other key considerations include social distancing, disability access, and fire safety regulations

Conduct testing

Prepare for testing day(s).

For EACH day of testing:

- Where applicable, provide the person being tested with PPE upon entrance and gain their consent to be tested
- Make sure your service's Unique Organisation Number is visible to register and log test results
- Prepare test kits including the swabs, extraction materials, and rapid LFT devices.
- Prepare devices to use for registering visitor tests and results
- Make sure to support the person being tested with registering their kit online, if needed

Analyse test samples

A trained member of staff analyses and interprets results.

Follow the test instructions to prepare, collect and record sample results.

Note the ID number on each rapid LFT device (QR code) against the time each sample was placed onto the rapid LFT device.

Results

Communicate the results to each person being tested, who must then register their test kit result online (or Processing Operative on behalf of the person being tested).

If an LFT is positive, the person being tested needs to take and register a confirmatory PCR test on site. Then they should return home and isolate immediately. If their confirmatory PCR is positive, their household/ bubble will also need to self-isolate and NHS Test and Trace may be in touch to contact trace.

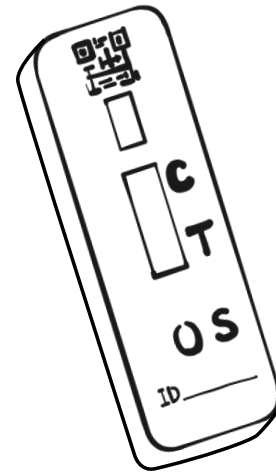
Lateral flow testing technology & preparations

Overview

Lateral Flow Antigen testing involves processing a throat and nasal swab sample with an extraction fluid and a **rapid lateral flow device (LFT)**.

The rapid LFT detects a COVID-19 antigen that is produced when a person is infectious with COVID-19. If this antigen is present, then a coloured strip will appear which indicates a positive result .

We will be providing you with Innova SARS-CoV-2 Antigen Rapid Qualitative Test Kits. Rapid LFTs find at least half of the cases that PCR testing detect and about three-quarters of those who have very high amounts of virus present when an individual is tested. High amounts of virus means that an individual is more likely to be infectious. They are helpful in detecting cases either much earlier or that would not be detected by other testing strategies in use routinely. **Lateral flow testing is not a fool proof solution: it should be seen as an addition to PPE and other IPC measures and must not be seen as a way of relaxing their use.**



Safety Considerations

On site testing must be conducted in line with other safety and risk management protocols, such as:

- Separating the on site testing workflow from other parts of the home
- Cleaning the testing area between tests and following PPE contamination protocol
- Keeping any devices used for registration kept clean between each use and following contamination IPC measures carefully
- Using clean and dirty entrances for the testing area, if possible
- Having an agreed upon procedures set for invalid rapid lateral flow tests and any persons who cannot or refuse to test

Training:

It is essential that all staff who will conduct rapid lateral flow testing complete the online NHS Test and Trace training. Each adult social care service will receive access to the training portal through an email from a DHSC training mailbox. All staff need to complete the "How to process COVID-19 tests using Innova Lateral Flow Device Module." This can be found at the link below:

<https://go.tessello.co.uk/TestDeviceTraining/>

Token: 3wkcVi4UTX

Each adult social care manager and testing coordinator needs to ensure that testing staff have access to the training portal. Once access is granted, all staff members are required to watch the training videos and complete the online assessment. If you have not received an email with access details, please call **119**.

Storage

Kits can be stored at room temperature:

- Store extraction solution at 2-30°C
- Store the test cartridge at 2-30°C

Waste Management

Dispose of used rapid LFTs in a health care waste bin.

Ordering more kits

Order more test kits using the online order portal for care homes:

<https://request-testing.test-for-coronavirus.service.gov.uk/>

What happens with a positive result?

If a person being tested received a positive LFT result, they will need to take a confirmatory PCR test kit on site and immediately self-isolate, following government guidelines whilst awaiting their PCR result. Make sure that:

- You provide the person being tested with a PCR test kit and they complete testing on site
- The person being tested registers their test kit online using the “testing yourself at home” instructions

The person being tested should then immediately return home, avoiding public transport and wearing a face mask. If the person being tested receives a positive confirmatory PCR result, their household / bubble will also need to self-isolate and NHS Test and Trace may be in touch to contact trace. For more information on results guidance, see page 14.

Obtaining consent and registering results

Persons being tested will need to provide consent to be tested and share their results. Consent needs to be obtained before any testing occurs.

Once test results are determined, the person being tested should register their test kit online using a self-test registration form: [gov.uk/report-covid19-result](https://www.gov.uk/report-covid19-result). You should provide a web-enabled device, if possible, to support any person that does not have a mobile phone.

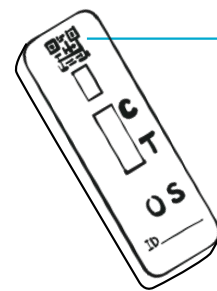
A web-enabled device includes a mobile phone or iPad, or a computer if you plan to register results after each testing day. Make sure the device is kept clean between each use and that IPC measures are carefully followed. If someone has to use a device in the middle of the testing process, the device should be cleaned.

What the person being tested will need for registration:

- Personal details including Date of Birth (DOB), gender, ethnicity
- Contact information
- The ID number of the rapid LFT (a series of numbers and QR code on the actual device)
- Date and time of the test
- The test kit result
- Your unique organisation number (UON). You can find it at: organisation-number-lookup.test-for-coronavirus.service.gov.uk/

Registration should happen as soon as the test result is determined (and no later than one day after testing). You will need the ID number on the device to register the result.

If a person being tested is unable to register their own result, you can register the test on their behalf. Because the registration form asks for personal information, you will need these details from each person being tested and must state how you will use those details, how long you will keep that information, and who you will share it with. Make sure that you delete or destroy any forms containing the tested person's personal details as soon as you complete with the online registration. For more information on registering test results, see page 15.



QR code, or
the ID number
under it

1

Prepare the testing area

Before you start

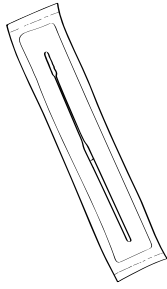
Prepare for day of testing and make sure:

- There is a separate area for people being tested to complete a self-assisted swab and wait on results, maintaining social distancing.
- You have your staff schedule planned accordingly to take into account time for testing.
- You have prepared written consent forms for all people being tested in line with your normal policies and procedures.
- Devices are set up for registration and the UON is visible for registering online.
- If you have received a handheld scanner for easier registration: make sure you have set it up and familiarised your staff with how to use it. For a quick start guide on how to use the scanning device, turn to page 11
- You are prepared to have a clear record of which device matches which individual's result.
- You have a mirror, timer, permanent markers, hand sanitiser, and healthcare waste bins in the testing area.

Testing process checklist:

- 1 The person being tested checks in and registers test (before or after swab)
- 2 Take swab sample (tonsils then nose)
- 3 Process the sample and apply it to the rapid test
- 4 Wait 30 minutes then read results
- 5 Register test kit and result onto the online registration form
- 6 Post-test action

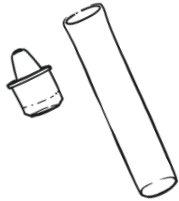
Prepare the testing area



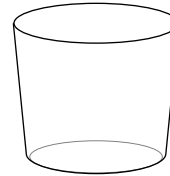
Swab, inside sealed wrapper



Rapid LFT cartridge



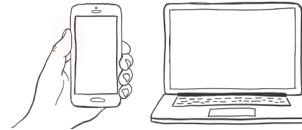
Extraction tube



Clean cup to prop up the extraction tube (not provided)



Extraction solution



Devices for registration support (if the person being tested cannot use mobile phone)



Where applicable, for certain adult social care services only:

Handheld scanner provided by the National Testing Programme to speed up the registration process of test kits

Something damaged, broken or missing?

If you notice anything damaged, broken, missing or difficult to use in the kit, do not use it. You may call the customer contact centre immediately to report the damaged, broken or missing contents. Lines open every day, 7am to 11pm.

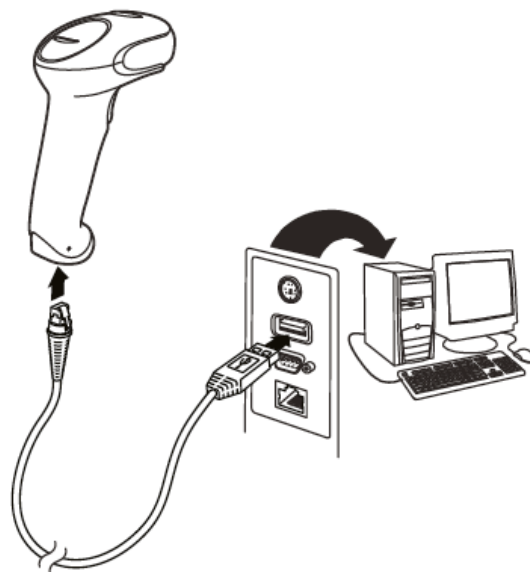
- England, Wales, Northern Ireland: 119 (free from mobiles and landlines)
- Scotland: 0300 303 2713 (charged at your standard network rate)

If you've been harmed or had a reaction using this kit, report it on the Coronavirus Yellow Card Reporting Site: <https://coronavirus-yellowcard.mhra.gov.uk>

If you are in Scotland please report here: <https://www.nss.nhs.scot/health-facilities/incidents-and-alerts/report-an-incident/>

Setting up your handheld scanner

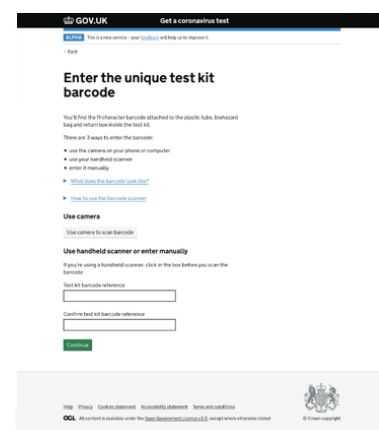
- 1 **Turn off** your computer's power before connecting the scanner.
- 2 **Plug the cable** into the bottom of the scanner and plug the other end into a computer.
- 3 **Turn on** the computer once the scanner is fully connected
- 4 The computer should recognise the scanner automatically as a USB keyboard device.



Registering with a handheld scanner

To use the scanning device when registering a single person on the registration portal:

- 1 On the page "Enter the unique test kit barcode" Click in the "Test kit barcode reference" box
- 2 Scan the barcode using your handheld scanner. This automatically adds it to the box
- 3 Click in the "Confirm test kit barcode reference" box
- 4 Scan the barcode again using you handheld scanner. This automatically adds it to the box
- 5 Click "Continue"



Further instructions on how to use the handheld scanning device are located on the registration portal, under the drop down field in blue **"how to use a barcode scanner"**

2

Check-in the person being tested

1



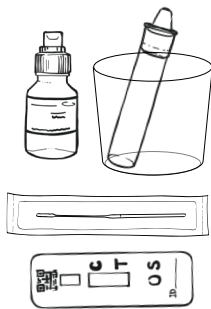
Take down registration details (if the person being tested cannot register their own kit)

If the person being tested will not be able to register their own result online, make sure to explain that you are asking for their personal information to register the test kit on their behalf (see page 15).

To complete the registration form, take down the following personal details of each person being tested. These details can be recorded before or after the testing process occurs:

- Full name
- Date of birth
- Gender
- Ethnic group
- Home address
- Contact details, including mobile number and e-mail address

2



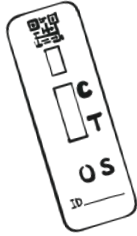
Move to swabbing area

The person being tested can now move to the testing area.

3

Sample collection

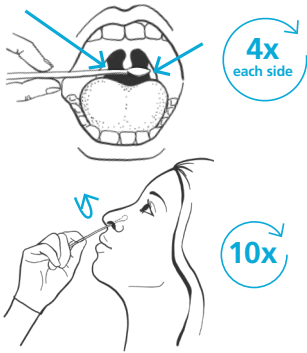
3



Test kit preparation

The Processing Operative, a trained member of staff, prepares the test kit including the extraction tube and extraction solution to process individual samples. The staff member then hands the person being tested the packaged swab.

4



Self-swab completed

The person being tested un-packages the swab and self-administers the swab sample for both the throat and nose.

The person being tested should hold their used swab until the Processing Operative is ready to process their test sample. It is critical that no one touches the end of the swab.

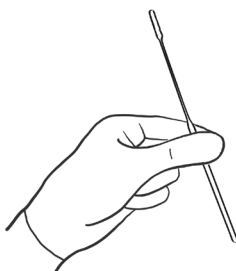
5



Extraction preparation

The Processing Operative puts the extraction tube into a small cup and puts 6 drops of the extraction solution into the tube (without touching the edge of the tube).

6



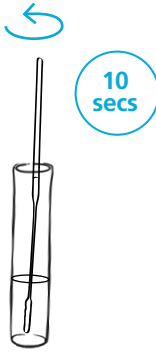
Swab Handover

The Processing Operative then takes the used swab from the person being tested. The person being tested can move into the waiting area after they hand over the swab.

4

Sample analysis

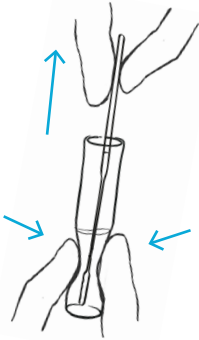
7



Swab processing

The swab is inserted head-first into the extraction tube. Hold and press the swab head against the wall of the tube while rotating for about 10 seconds. Squeeze the lower end of the tube while removing the swab in order to remove as much liquid as possible from the swab.

8



Swab extraction

Take out the swab while squeezing the tube and fabric end of the swab to squeeze as much fluid out as possible. Place the swab into the plastic bag provided and dispose of it in the clinical waste bin.

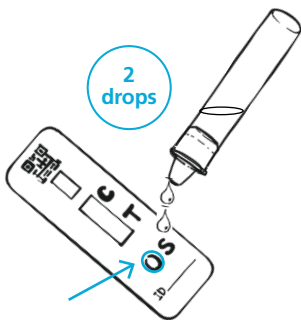
9



Prepare nozzle

Press the nozzle cap tightly on to the tube.

10



Rapid LFT cartridge processing

Squeeze 2 drops of the solution into the sample well of the rapid LFT cartridge and record the time of test (for example, "Drop @ HH:MM") in marker on the LFT.

5

Results analysis

11

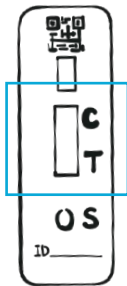


20-30 min

Results Development

Move the rapid LFT cartridge to an area where results will be processed and start the timer to track the development of the sample. Results can be analysed after 20-30 minutes.

12



Results Interpretation

The results are interpreted by examining the presence of coloured lines on the rapid LFT.

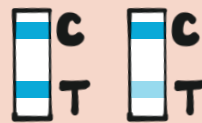
Positive results can be reported at 20 minutes.

Negative results can be reported after 30 minutes.

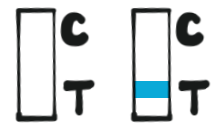
If a positive signal appears after 30 minutes, it should not be reported as positive. Line C must be coloured to have a valid test result.



Negative



Positive



Invalid or Void

13



Marking Results

The test is then marked by a permanent marker and removed from the desk.

+ for positives

V for invalid and void tests

- for negatives

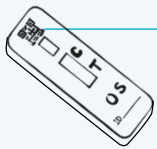
Communicating results: You should now communicate the result to the person that was tested and register the test result online.

6

Process and record results

You must report your results to the NHS within 24 hours of testing.

Report your result so the NHS can monitor the spread of the virus, support communities across the UK, combat the virus and save lives. You can also find out more about the result and what you need to do.



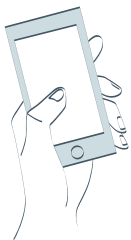
QR code

You need the QR code, or the ID number under it, on the test strip to report your result.



Report online (fastest)

Visit: www.gov.uk/report-covid19-result



Or report by telephone

Lines are open every day, 7am to 11pm.

England, Wales and Northern Ireland: **119**
(free from mobiles and landlines)

Scotland: **0300 303 2713**
(charged at your standard network rate)

Creating a user profile

When the person being tested is self-registering, they can select whether they would like to create an account or continue without an account

Creating an account will take two minutes and save about five minutes on each future registration.

To create an account, the person being tested will need an email address and mobile phone number. Once someone has created an account, it will remember their personal details and save time when it comes to each test result.

To set up the account, the person being tested should follow these steps:

4



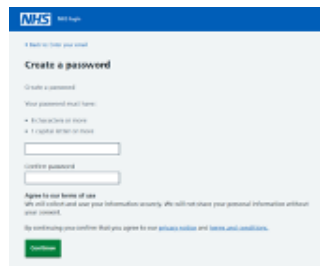
Enter email address

This email will be used to set up an account, and the personal details will be linked to this email address.

This email must be the person being tested's own individual email, and they will need to be able to access the email listed to confirm their user account set up. This email can be their own work email or a personal email address.

If the person being tested does not have their own email address, they cannot create an account at this time.

5

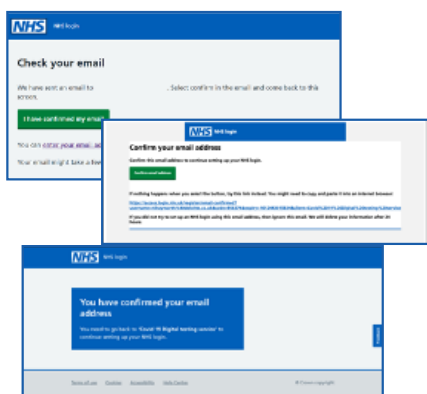


Create a password

Create a password for the account. It must have at least 8 characters and have 1 or more capital letters.

Enter the password again to confirm the password then select continue.

6



Check email

In a new browser window, navigate to the email inbox. Open the email from noreply@login.nhs.uk and select confirm email address.

Return to the NHS login screen. Select "I have confirmed my email".

7

The screenshot shows the NHS login interface. At the top is the NHS logo and 'NHS login'. The main heading is 'Enter your mobile number'. Below it, the text reads: 'Mobile number: You must enter a UK mobile phone number so we can send you a 6-digit security code.' There is a text input field for the mobile number and a green 'Continue' button. At the bottom, there are links for 'Accessibility statement', 'Contact us', 'Cookies', 'Feedback', and '© Crown copyright. Terms and conditions'.

Enter mobile number

Enter the mobile number of the person being tested then select continue.

A security code will be sent to this number so they must be able to receive messages on the mobile number entered.

8

The screenshot shows the NHS login interface. At the top is the NHS logo and 'NHS login'. The main heading is 'Check your mobile phone'. Below it, the text reads: 'Enter the 6 digit security code we've sent to you.' There is a text input field for the security code and a green 'Continue' button. To the right of the input field is a circular icon of a hand holding a smartphone. At the bottom, there is a link: 'If you do not get a code, you can [enter your mobile number to try.](#)'

Check mobile phone

Enter the 6 digit security code sent to the mobile phone then select continue.

9

The screenshot shows the NHS login interface. At the top is the NHS logo and 'NHS login'. The main heading is 'Agree to share your NHS login information'. Below it, the text reads: 'To continue, you need to agree to share your NHS login information with GOV.UK'. It lists 'GOV.UK will use your:' followed by a bulleted list: '• Email address' and '• Mobile number'. Below this, it says: 'If you agree, read their terms and use of privacy policy to check how your information will be used.' There is a green 'Continue' button and a link: '[Let's not agree to share this information](#)'.

Agree to share NHS login information

To create an account, the person being tested will need to agree to share their NHS login information (email address and mobile number) with GOV.UK. To learn more about how the information is used, click on "privacy notice" and "terms and conditions."

To agree, select continue.

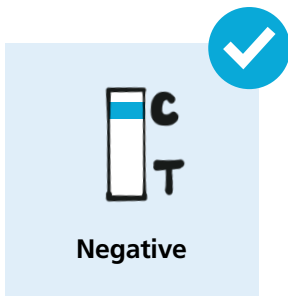
You have created your user profile.

For future registrations, people being tested again can enter the email they used to create their user account to login and save time.

7

Results guidance

Once the result is logged, you can notify the person being tested and follow the associated guidance on their visit.

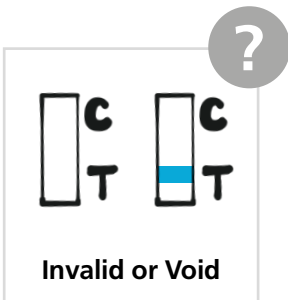


Negative result

The person being tested can proceed if other IPC measures are adhered to.

If a person tests negative, it is likely that they were not infectious at the time the test was taken. A negative test result, however, is not a guarantee that they do not have coronavirus.

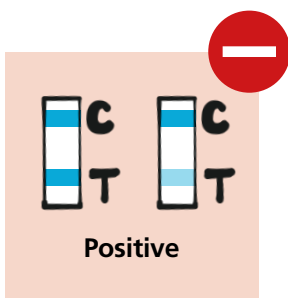
With a negative test, the person being tested must continue to follow national and local rules and guidelines including regular handwashing, social distancing and wearing face coverings, where required. IPC measures remain important because the test is neither 100% sensitive nor 100% specific



Invalid or void result

Re-test using a spare LFT kit to receive a conclusive result.

If available, consider using a rapid LFT from a different box.



Positive result

The person being tested can no longer proceed and requires a confirmatory PCR test.

Provide the person being tested with a PCR test kit and ask them to test on site then isolate at home immediately, avoiding public transport (if possible) and wearing a face mask.

Before the person being tested leaves, they will need to register the kit on-line. After registration is complete, you will need to schedule a courier to pick up the test kit.



UK Government



Customer contact centre

Lines are open 7am to 11pm every day.

England, Wales and Northern Ireland: call **119**
(free from mobiles and landlines)

Scotland: call **0300 303 2713**
(charged at your standard network rate)

Get help if you're worried about an urgent medical problem

Visit NHS 111 online www.111.nhs.uk or call **111** if:

- You, or someone you live with, gets worse over the next few days or your symptoms do not get better after 7 days.
- You're worried about a baby or child who is ill.

Call **999** in a medical emergency, if you think there's something seriously wrong.

Do not delay getting help if you're worried. Trust your instincts.

Visit www.111.nhs.uk/service/COVID-19 to check if you have coronavirus symptoms and find out what to do next.

Thank you for supporting us.