

Document Control

Title			
COVID-19 Lateral Flow Device (LFD) Testing: Standard Operating Procedure			
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Directorate Corporate Nursing		Department Corporate	Team/Specialty Nursing
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1.0	Nov 2020	Final	Updated with current process flow and hyperlinks
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2. Overall aim

- 2.1. To roll out regular testing of all asymptomatic staff using lateral flow assay devices (LFDs) on nasal swab samples. For patient facing staff.
- 2.2. Staff are being selected to take part based on a combination of factors relating to clinical and operational need. See appendix one for flow chart.

3. Objective

- 3.1. The key objectives will be to:
 - 3.1.1. Support the NHS England in its infection control risk reduction strategy
 - 3.1.2. Reduce staff COVID-19 absenteeism
 - 3.1.3. Maintain and support the safety of our vulnerable patients
 - 3.1.4. Support both COVID-19 and non COVID-19 clinical pathways over the winter period/second wave.

4. Distribution

- 4.1. Initially tests will be allocated to high priority areas. Once the Trust has received its full allocation then testing kits will be provided to as many patient facing staff as supplies allow across the Trust.
- 4.2. Staff will collect their testing kit from their usual work base once available. The line manager will communicate availability and give to staff when they next work.
- 4.3. Staff will sign to say they have received their kit and their details will be recorded. An accurate log of who received kits must be kept and emailed to ndht.lateralflowtesting@nhs.net.

5. Process

- 5.1. This process is for **asymptomatic staff**. If you feel you have any symptoms you should not perform this test and follow the process as outlined in the [Covid 19 Testing Standard Operating procedure](#).
- 5.2. The testing kits will arrive in boxes containing the following:
 - 25 foil pouches containing the test cartridge and a desiccant
 - Two vials of 6ml buffer solution
 - 25 extraction tubes and 25 tube caps
 - 25 sterilised swabs for nasal sample collection

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- Manufacturer instructions for use of the device. **NB: Please discard and use the following [‘A guide for healthcare staff self-testing for coronavirus using a Lateral Flow Devise’](#).**
- 5.3. Testing should be done twice a week at home before starting a shift, preferably first thing in the morning. Generally tests will be conducted 3 or 4 days apart. We ask that tests are only undertaken Monday to Friday and would therefore suggest Monday/Thursday or Tuesday/Friday model may work for a high proportion of staff. Even if staff are participating in the SIREN study they should continue to undertake this twice weekly.
 - 5.4. Prior to undertaking the first test all staff with a kits are asked to fully read the [‘A guide for healthcare staff self-testing for coronavirus using a Lateral Flow Devise’](#).
 - 5.5. In addition to this Staff should also watch the training video <https://learninghub.nhs.uk/self-swab> this training will act as an aide memoire resource for staff to refer to if they have any queries when undertaking the test.
 - 5.6. Staff can also refer to the [Frequently Asked Questions](#) document. Should staff have additional questions they should contact their line manager.
 - 5.7. Staff should follow the guide and video. Results will be available after 30mins.
 - 5.8. If the testing kit is broken or damaged this must be incident reported via DATIX. Please select the category *‘Medical device / equipment’*, sub-category *‘other’* please ensure you describe the issue and include the lot number. This will enable the Trust to report issues to the Medicines & Healthcare products Regulatory Agency (MHRA)

6. Results

- 6.1. If the test is **negative** then staff member commences their shift. Staff should ensure that they continue to follow the symptom checker and remain vigilant for any symptoms.
- 6.2. If the test is **positive** then the staff member should contact their Line manager and inform the testing cell on 01271 337777. They inform the testing cell that they have had a positive lateral flow test and that they require a PCR test. This test will be booked for the same day. The staff member (and any household members) must isolate as per government guidelines.
- 6.3. If the test is **invalid** then it must be repeated.
- 6.4. Staff who have positive lateral flow test and a subsequent negative PCR no longer need to isolate and can return to work.

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- 6.5. Staff who have a positive lateral flow test and a subsequent positive PCR Test will be required to self-isolate as per national guidance. The Trust contact tracing team will make contact with individuals as per the [Contact Tracing Standard Operating Procedure](#).

NB. A staff member who tested positive would recommence lateral flow home testing 90 days after their positive test was taken.

- 6.6. As a Trust we are required to log the results of all tests undertaken. The 'A guide for healthcare staff self-testing for coronavirus using a Lateral Flow Devise' has a reporting guide on the back where staff can easily note their result in real-time. This can be also accessed at the following [link](#). Staff will also be required to upload their results using the following link: <https://www.smartsurvey.co.uk/s/HW5XIF/>. It is requested that staff do this on the same day that the result is taken to ensure an upload is not missed.
- 6.7. The Trust will collate this information and return the require information as part of a national submission.

7. References

- 7.1. Lateral Flow self-swab video tutorial for healthcare staff
<https://learninghub.nhs.uk/self-swab>
- 7.2. Novel coronavirus (COVID-19) standard operating procedure. NHS England and NHS Improvement rollout of lateral flow devices for asymptomatic staff testing for SARS CoV-2 (phase 2: trusts)
<https://www.england.nhs.uk/coronavirus/publication/asymptomatic-staff-testing/>
- 7.3. Lateral flow antigen test FAQs Second roll out trusts
https://www.england.nhs.uk/coronavirus/wp-content/uploads/sites/52/2020/11/C0873_ii_Lateral-flow-antigen-test-FAQ_16-Nov.pdf

8. Associated Documents

- 8.1. [Covid 19 Testing Standard Operating Procedure](#)
- 8.2. [Staff Testing Flow Chart](#)
- 8.3. [Contact Tracing Standard Operating Procedure](#)

9. Appendix 1: Flow Chart

