

# Community Pharmacy Lateral Flow Testing EASY GUIDE



## The set-up process

- All staff providing the service will need to complete online training here:  
<https://go.tessello.co.uk/TestDeviceTraining/Login.aspx> Access token: 3wkcVi4UTX

### **Equipment:**

- Ensure you have all equipment needed to be able to provide this service. Each pharmacy will receive a £250 payment for you to purchase equipment needed to ensure your pharmacy is fit for purpose and able to provide testing safely
- Please ensure you have sufficient PPE including masks, gloves, aprons and sanitiser and a screen between you and patient if required and/or visors
- Please see equipment list for items required to complete each test

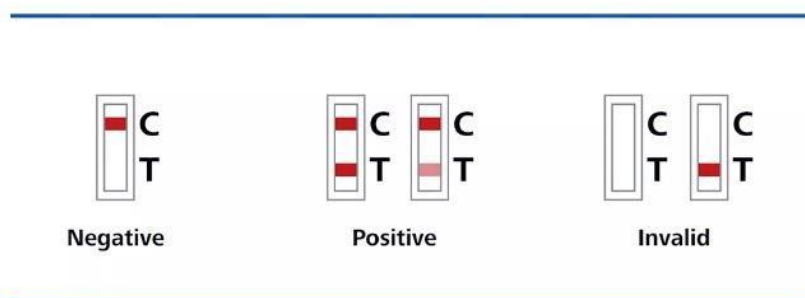
### **Setting your pharmacy staff up as testing operatives:**

- Once AHS have provided you with a 'site code', you need to register each member of staff that will be providing the service **as a testing operative** in order for them to register test results. To do this:
  - Go to <http://log-coronavirus-test-site-results.service.gov.uk/>
  - Click 'I am a testing operative' **This includes Managers and Pharmacists**
  - Sign up to an account
  - Username - your name with no spaces
  - Name - your full name
  - Password - choose a password (and keep it safe!)
  - Let AHS by e mailing [judith@avonhealthcareservices.co.uk](mailto:judith@avonhealthcareservices.co.uk) know when you have registered as a testing operative, so we can approve you
  - Once you have completed your online training, registered staff as a **testing operative** and you have all your equipment and received your tests, barcodes and registration cards, we will make you 'live' on our website and on PharmOutcomes. You will then be ready to start providing the service.

## Performing a test:

- Ensure you have all your PPE on and sanitise the area and all equipment in-front of the patient – use a tray for easy sanitation. You will need the following items at your workstation:
  - Waste bin (does not have to be clinical)
  - Disinfectant spray
  - Disinfectant wipes
  - Paper towel
  - Tissues **Plus....**
  - Tray
  - A test cartridge and swab ○ Extraction fluid ○ Test tube and nozzle ○ Test tube rack
  - Mirror (can be hand-held or wall mounted)
  - Timer ○ Marker/Sharpie pen ○ Barcodes
  
- Detach one 'set' of barcodes from your roll using the perforations; these will either be in sets of three or four. Stick one barcode on a registration card and give this to the patient. They will also need your site code (write this on the top of each registration card)
- The patient will need to use the QR code or web address on the registration card to register their details – this can take a few minutes so you may want to ask the patient to step outside, or back to their vehicle to complete this step. If the patient does not have access to a phone/internet at the time of the appointment, you may complete this for them on a computer in pharmacy
- Once the patient has registered, you can prepare the test
- Remove the test cartridge from the packaging and stick one of the remaining barcodes to the underside of the cartridge (it may be useful to write the patients initials on the underside too)
- Ask the patient to gently blow their nose, to remove any excess mucus. They should sanitise their hands after this
- Give the patient the sealed swab, and ask them to open it at the handle end where it says 'peel here'. They can then gently slide the swab out
- Inform the patient that they must only hold the top end of the swab and they must not contaminate the tip
- Instruct them to swab the back of their throat with the fabric tip; where their tonsils are (or should be, if they have been removed) taking care to avoid touching their teeth, tongue or inside of their cheeks with the swab
- They need to swab each side of their tonsil area at least 3 times in an up-and-down motion
- Assure them that it is normal to gag

- Once they have removed the swab from their mouth (again avoiding touching their tongue, cheeks, teeth etc), they need to insert the same tip into either nostril until they feel slight resistance (around a depth of 2.5cm)
- They then need to rotate the swab around 5 times in their nostril
- Whilst the patient is doing this, you will need to put 6 drops of the extraction fluid into a test tube; take care to only remove the top part of the lid to expose the dropper, not the whole lid
- Put the test tube containing the fluid into a test tube rack and ask the patient to put their swab (with the tip facing down) into the test tube
- Pick up the test tube containing the swab. Firmly press and squeeze the test tube against the swab and rotate the swab in the fluid for 10 seconds to release the sample into the fluid
- Remove the swab from the test tube and dispose of it
- Next, you need to put the nozzle cap onto the test tube and place 2 drops of the fluid onto the testing cartridge well
- Using your marker pen, write the time of the test on the cartridge and set a timer for 30 minutes
- Ensure you keep the cartridge flat
- Once you are sure that the fluid is travelling through the cartridge, the patient can leave the pharmacy
- You can then move the cartridge carefully, ensuring you keep it flat and sanitise your workstation and all equipment
- You must read the results at 30 minutes. A positive result can be recorded at 20 – 30 minutes, but a negative result cannot be recorded until 30 minutes has passed. These times must be strictly followed
- The results are interpreted as follows:



- If the test is negative, using your marker pen write – on the cartridge  
If the test is positive, using your marker pen write + on the cartridge  
If the test is invalid, using your marker pen write V on the cartridge

## **Recording Results**

- You will need to log on to the account you created (<http://logcoronavirus-test-site-results.service.gov.uk/>) in order to record the result of the test
- Enter the barcode from the test and input the result, this will then automatically send the result to the patient. You do not need to pass the results on to the patient. Please ensure you complete this step as soon as after you have interpreted the results as possible so that their patient receives their results
- You will also need to enter the patients details and result on PharmOutcomes. Please see PharmOutcomes proforma in appendix A which may be useful to record information at the time of the appointment. Data should be entered onto PharmOutcomes on the **same day** the test has been completed

## **Payments**

- At the end of each month, AHS will invoice the council for all tests performed as recorded on PharmOutcomes. Once the invoice is paid by the council, payments will be distributed to pharmacies  
Bank details will be collected during the first month

## Appendix A

Covid-19 LFT Service			
<b>Is the subject displaying any Coronavirus symptoms?</b>	Yes	No	<b>Do not continue if they have any symptoms</b>
<b>Patient details</b>			
<b>Date of test</b>			
<b>Time of test</b>			
<b>Name</b>			
<b>Date of Birth</b>			
<b>Gender</b>	Male	Female	Trans
<b>Ethnicity</b>	Select an option: White, BritishWhite, IrishWhite, Gypsy or Irish Traveller, White - Other, Mixed - White and Black Caribbean, Mixed - White and Black African, Mixed - White and Asian, Mixed - Other mixed groups, Asian or Asian British, Indian Asian, Asian British, Pakistani Asian, Asian British, Bangladeshi Asian, Chinese Asian, Asian Background, Black British, African Black, Caribbean Black, Black British - Other Black Background, Arab Any, other ethnic group, Prefer not to say, Not stated		
<b>Postcode</b>			
<b>Address</b>			
<b>NHS Number</b>	If neither the client nor the provider know the NHS Number, you can enter "Unknown". If the client has never been issued with an NHS Number, you can enter "Not Issued".		
<b>Accessible Info Need?</b>	Yes	No	
<b>Email address</b>			
<b>Mobile phone number</b>			
<b>Landline phone number</b>			
<b>If you work in Worcestershire please add work postcode</b>			

<b>Occupation</b>		
<b>Occupation Status</b>	Unemployed (A client is classified as long term unemployed if they have been unemployed for one year, otherwise use previous employment)	
	Home Carer (Looking after children, family or home)	
	Managerial and Professional (E.g. accountant, artist, civil/mechanical engineer, medical practitioner, musician, nurse, police officer (sergeant or above), physiotherapist, scientist, social worker, software engineer, solicitor)	
	Intermediate (e.g. call centre agent, clerical worker, nurse auxiliary, office clerk, secretary)	
	Routine and Manual (E.g. electrician, fitter, gardener, inspector, plumber, printer, train driver, tool maker, bar staff, caretaker, catering assistant, cleaner, farm worker, HGV driver, labourer, machine operator, messenger)	
	Retired	
	Sick or Disabled	
	Full time student	
	Unable to code	
<b>Are you a key worker?</b>	Yes    No	
	<b>Please select field</b> Health and social care Education and childcare Utilities and communication Food and necessary goods Transport Key public services Public safety and national security National and local government	
<b>Test details</b>		
<b>Test kit URN</b>	(Barcode of test kit)	
<b>Result</b>		
Positive		
Negative		
Void		