NHS Education for Scotland

A guide for healthcare staff self-testing for coronavirus using a Lateral Flow Device (LFD)

Scottish Government
Riaghaltas na h-Alba
gov.scot

How to use the test - Checklist

It is really important that you follow these steps in the correct order.

You should test yourself twice a week, every 3 to 4 days, to fit your shift pattern.

- ☑ Prepare test area and unpack equipment onto a clean and dry surface
- ☑ Take your swab sample (nasal swab only)
- ☑ Process your sample and wait 30 minutes
- ☑ Read your result
- ☑ Report your result
- ☑ Safely dispose of test equipment in your household rubbish

Before performing the tests

- ■ Read the instructions carefully. Taking the test may feel a little uncomfortable.
- ■ Wash your hands thoroughly for 20 seconds, using liquid soap and warm water. This is so that you do not contaminate the test kit. Dry your hands thoroughly.
- ■ Clean and dry a flat surface for the test.
- ■ Unpack the sealed test equipment.

Remember, store the test kit at room temperature – not in direct sunlight and not in a fridge or freezer. Keep the test kit away from children and animals.

Check the test kit contents

- ☑ Nozzle cap
- ☑ Extraction buffer bottle
- ☑ Swab, inside sealed wrapper
- ☑ Extraction tube
- ☑ Rapid test strip

Record the lot number on the foil package of the device, and serial number printed on the device itself.

Ensure that the device, swab and extraction solution are not damaged, broken or out of date.

Make sure you have everything. Use a clean, one-inch deep lid or other small container (e.g. clean egg cup) to keep the extraction tube upright and prevent spillage.

Prepare your test

1 Gently blow your nose into a tissue to get rid of excess mucus.

2 Wash and dry your hands again (or use alcohol-based hand rub (ABHR) if this is available).
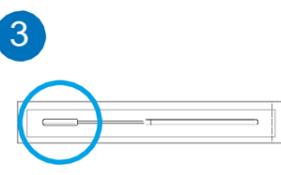
3 Check the swab in the sealed wrapper. Identify the soft, fabric tip of the swab.

4 Place the extraction tube in a small cup to keep it upright.
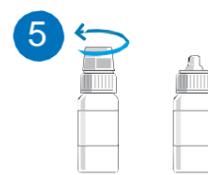
5 Unscrew the extraction buffer bottle.

6 Place 6 drops only of the extraction buffer into the extraction tube. Try to avoid touching the tube with the bottle. Reseal the extraction buffer for future use.

Take your swab sample

7 Open the package and gently take out the swab. Do not touch the fabric end of the swab.

8 Put the swab gently into one nostril, you may feel a slight resistance (insert about 1.5cm or about half an inch). Roll the swab 10 times slowly along the inside of the nostril. Remove the swab and repeat 10 times in the other nostril.

9 Put fabric end of the swab into the bottom of the extraction tube. Press the swab head against the edge of the tube with some force, while rotating the swab around the tube for 10 seconds to squeeze as much fluid out as possible.
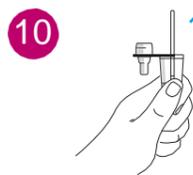
10 Take out swab while squeezing the tube and fabric end of the swab. Place swab back into the wrapper and dispose of it at home in your household rubbish bin.

11 Press the nozzle cap tightly on to the tube to avoid any leaks.

12 Turn the tube upside down and lightly squeeze two drops onto the specimen well.

specimen well

13 Place the rapid test strip on a flat surface for 30 minutes. Set a clock, timer or watch and wait 30 minutes to read the result. Do not read your results until the 30 minute mark.

Read your results

Leave your test for the full development time to get an accurate result. Do not read your results before 30 minutes. If the test device is left to develop longer than 30 minutes you may receive a false positive result and you will need to repeat the test.
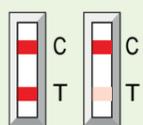
Positive result
Two lines – even faint lines – indicate the test is positive.
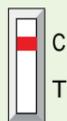
Negative result
A single line at the C position s indicates the test is negative.
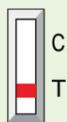
Invalid result
A single line at the T position.

Report your results

Always record your test results on the COVID-19 Testing Results Portal: covidtestingportal.scot.

Positive result: Record the information. You must immediately report your positive test results to your organisation.

Your employing health board will provide you with information on where you need to go to have a confirmatory PCR test.

You and your household should self-isolate according to Scottish Government guidelines until results are known.

If your PCR test is positive you DO NOT need to self-test using the LFD for 90 days, from the date you became positive.

Negative result: Record the information. If you have coronavirus (COVID-19) symptoms please refer to NHS guidance on Coronavirus (COVID-19) in Scotland | NHS inform as this test may miss some positive cases.

If negative, you may not be free from infection (could be false negative). You could still acquire virus before next test – remain vigilant of COVID-19 symptoms.

Invalid result: Record the information. Repeat the test with a new test kit.