



COVID-19 Home Test

Step-by-step guide

This manual gives you instructions to test for coronavirus (COVID-19).

The test is an 'antigen test'. It tests if you currently have coronavirus.

Name

Stick barcode here

Your test kit barcode

Before you start

- Read these instructions before you open the test kit.
- Wash your hands for 20 seconds before you handle the test kit.
- If more than one person in your home is taking the coronavirus COVID-19 test, please make sure you have a test kit for each person. You will need to register each person's test kit.

Here is a quick checklist of everything you need to do

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

- 1 Find your nearest Royal Mail priority postbox and check its collection times** ☐ *5-10 mins*
(This must be completed before taking the swab test.) *Page 5*
- 2 Register test kit details online** ☐ *10-15 mins*
(You will only receive test results if you have registered.) *Page 7*
- 3 Take swab sample** ☐ *5-10 mins*
Page 8
- 4 Post your completed test kit at your nearest priority postbox** ☐ *Page 17*
(You must do this within 48 hours of receiving your test kit, if possible.)
- 5 Receive test results** ☐ *2 days*
Page 18

The test is suitable for the following people:

Adults aged 18+	Self-test (unless unable to do so)
Teenagers aged 12-17	Self-test with adult supervision
Children under 11	Adult to test. Please use the 'How to test on a child' supplement instructions and tips on Page 19 to help you test your child.



Coronavirus guidance and help

If you have coronavirus (COVID-19) symptoms or have contracted coronavirus (COVID-19), please refer to NHS guidance online. [nhs.uk/conditions/coronavirus-COVID-19](https://www.nhs.uk/conditions/coronavirus-COVID-19)

If you have symptoms of coronavirus (COVID-19) and your condition gets worse, or you do not get better after 7 days, use the NHS 111 online coronavirus service, 111.nhs.uk. If you do not have internet access, call NHS 111. For a medical emergency dial 999.

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

Are you doing the test for someone else?

Follow these top tips:

Preparing to take the sample

- Talk through the steps together.
If possible, do a mock practice without using any of the testing materials.
- Remain calm and confident as you go through the process.
This will help the person to stay calm too.

Taking the sample

- Talk them through what you are going to do for both the tonsils and nose sample.
- Play games and suggest they stick their tongue out (get them to copy you), then get them to say 'ahhhhhhhhhh' loudly for 5 seconds, so that you can have a view of their tonsils at the back of their throat.
- Get them to say 'ahhh' loudly three times, then introduce the swab stick and ask them to keep saying 'ahhh', while you take the swab sample.

Please go to **page 19** for supplementary step-by step instructions and tips on **'How to test on a child'**.



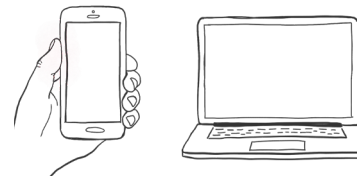
1

Find your nearest priority postbox

Important

Before taking your sample or registering your test kit, you need to find your nearest Royal Mail **priority postbox** and check its collection times. You will need to post your completed test kit no later than **1 hour** before the last collection time of the day.

Saturday collection times may differ from weekdays. Do **not** take your test on a Sunday or Bank Holiday, take it on the following day instead, so it can be collected on time.



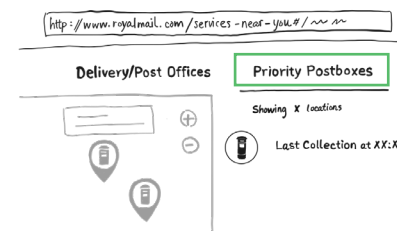
To find your nearest priority postbox and its collection times

a. Visit

royalmail.com/services-near-you

and enter the postcode of where you are staying.

b. Click "**Priority Postboxes**" on the right hand side of the page.



Unable to get to a priority postbox?

If you are unable to get to a priority postbox without using public transport, or unable to follow the Government's social distancing guidelines, are shielding, classed as vulnerable, or too unwell to leave your home, call us for guidance on when to take your test and how to book a courier collection:

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

Lines are open everyday, **7am to 11pm**.

2

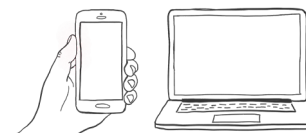
Register your test kit details online

When to register your test kit online?

Only register your kit just before you take your test.

If you are testing more than one person in your household you must register each person's details online.

Anyone who does not register will not receive their results.



To register online

Visit gov.uk/register-home-test

You'll need:

- a. Your order ID (see your home test kit email confirmation)
- b. Your test kit barcode on the cover page of this booklet. It's made up of letters and numbers.

Check this barcode is the same on your booklet, vial, biohazard bag, and return box.

- c. The barcode number on the pre-paid Royal Mail return label. Enter the numbers and letters only, do not include the #.

Refer to page 10 for your test kit content checklist.



b. Example barcode number/letter reference



c. Example barcode number/letter reference:
ZD12356789GB

3

Take swab sample from your tonsils at the back of the throat, then nose

When to take your swab sample?

You can take your swab sample after you have checked the collection times of your nearest priority postbox, and registered your test kit online.

Take the swab sample on the same day you will post it.

Tips for taking your test

Taking the test will feel a little uncomfortable and unusual for most people.

Remain calm and confident as you go through the process. If possible, do a mock practice without using any of the testing materials.

It might be helpful to watch an online video to see how to take your swab test:

- Enter the following in your browser to watch this video:
youtu.be/zCqo7MhQT6U
- In this video, Dr. Amir Khan shows you how to take your sample test for coronavirus (COVID-19). This is for the self-test kits in the UK – exact models may vary.



1

Wash your hands thoroughly for **20 seconds**, using soap and warm water. This is so that you do not contaminate the test kit.



2

Clean and dry a surface to place the home test kit on. Unpack everything from the kit onto the clean surface.



3

Use the test kit checklist to make sure you have everything.

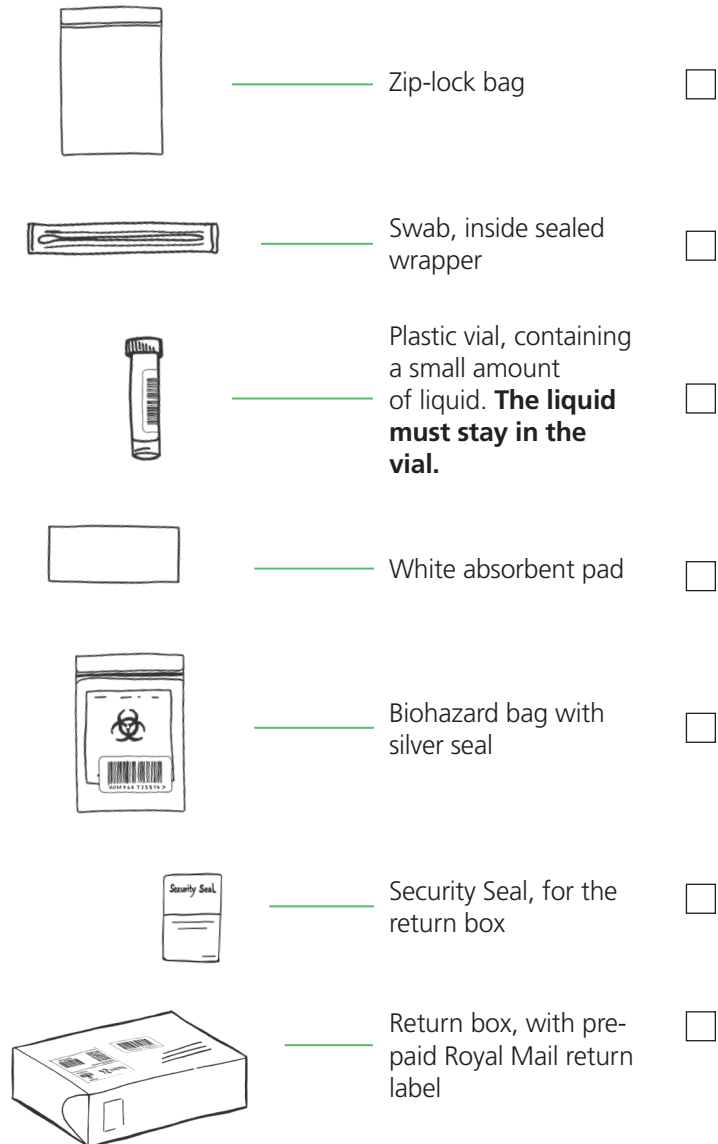
Something damaged/broken/missing?

If you notice anything damaged, broken, missing or difficult to use in the kit, do not use it. Call and ask for a new kit.

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

If you can, please report the problem as a medical device adverse incident on this website: coronavirus-yellowcard.mhra.gov.uk

Test kit contents :



4

Look inside the mouth, and find your/their tonsils at the back of the throat.

If you are performing this on yourself use a mirror to help.

If you are doing this for someone else, use a torch to help.

Tonsils or where they would have been (if they are removed) are where you will swab the sample.



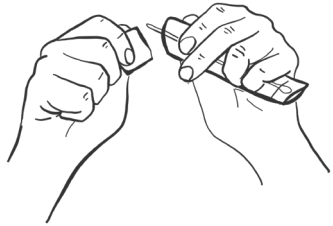
5

Gently blow your/their nose and cough into a tissue. This is so that excess mucus does not interfere with the test. Throw the tissue away in a closed bin.



6

Wash your hands thoroughly for **20 seconds**, using soap and warm water. This is so that you do not contaminate the test kit.



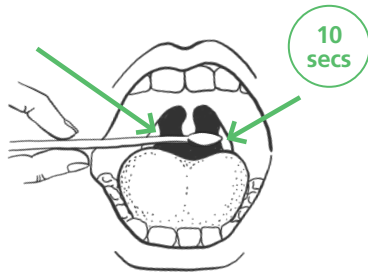
7

Open the package and gently take out the swab. **This will be used for both tonsils and nose.**

Important

Do not touch your tongue, teeth, cheeks, gums, or any other surfaces with the fabric tip of the swab. If it touches anything else, it may invalidate your sample.

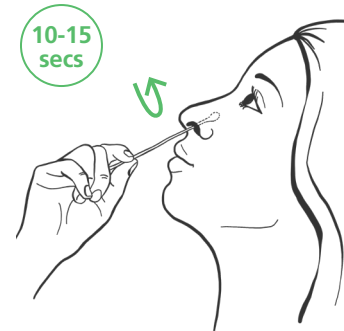
Taking the sample may cause gagging and minor discomfort, but it should not hurt.



8

Holding the swab in your hand, open the mouth wide and gently rub the swab over both tonsils at the back of the throat for **10 seconds** (use a torch and/or mirror to help you do this).

Remove the swab from the back of the throat.



9

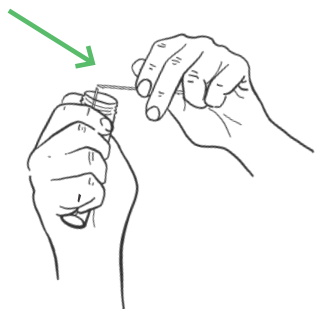
Put the **same end** of the same swab gently into the nostril about 2.5cm (1 inch) or until you feel some resistance.

Rotate the swab for **10-15 seconds** and slowly remove it.

You only need to sample one nostril. If you have a piercing use the other nostril.

Important

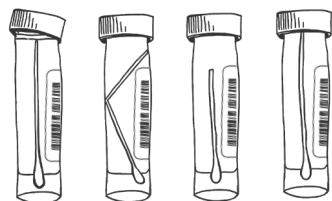
This may feel uncomfortable. Do not insert the swab any deeper if you or they feel strong resistance or pain.



10

Put the swab into the vial. Make sure the fabric tip is facing down as you place it into the vial. Snap off the stick end, so that it fits inside the vial without bending.

Securely screw the lid onto the vial.

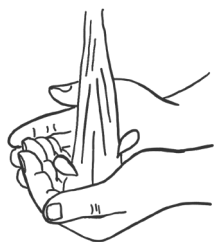


✗ Lid not secure
✗ Bent stick
✗ Too short
✓

Important

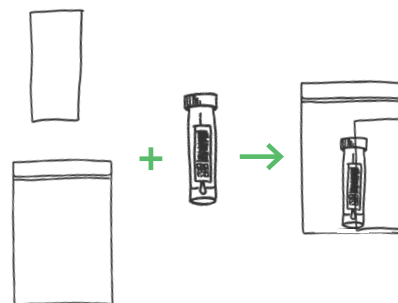
You must keep the liquid in the vial.

Securely screw the lid so that no liquid can leak. You may need to apply pressure to get the lid on.



11

Wash your hands thoroughly for **20 seconds**, using soap and warm water.

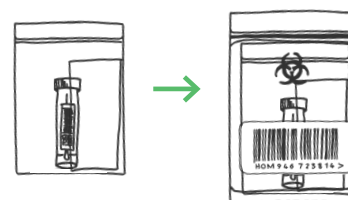


12

a. First place the absorbent pad into the zip-lock bag

b. Then place the vial next to the absorbent pad in the same bag

c. Seal the bag.



13

Place the zip-lock bag into the biohazard bag.

Make sure the barcodes on the plastic vial and the biohazard bag match.

Seal the bag using its silver seal.

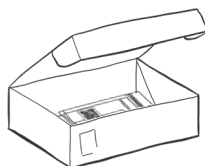


14

a. Assemble the return box, following the instructions on the box. If you can, wipe down the bag and box with an antiseptic wipe.

b. Put the biohazard bag into the box and close the box.

c. Apply the Security Seal as directed.



15

Take a picture or note of the barcode on your Royal Mail return label, so you can track the delivery.

You are now ready to post your test kit.

4

Post completed test kit in your nearest priority postbox

Important

You will need to post your completed test kit no later than **1 hour** before the last collection time of the day (Saturday times may differ from weekdays).

You can walk, cycle or drive to your nearest priority box to post your test kit. You must follow the Government's Social Distancing Guidelines, wear a mask and must **not** take public transport.



**PRIORITY
POSTBOX**



CEFNŌGI

Only use a Royal Mail priority postbox. It will be labelled with the above priority postbox label and one of the regional NHS logos. You must **not** enter any Post Office with your test kit(s).

To find your nearest priority post box and its collection times

Visit royalmail.com/services-near-you

To track your delivery using your Royal Mail return label barcode

Visit royalmail.com/track-and-trace

If you are unable to get to a priority postbox without using public transport or unable to follow the Government's social distancing guidelines, are shielding, classed as vulnerable, or too unwell to leave your home, call us for guidance on when to take your test and how to book a courier collection:

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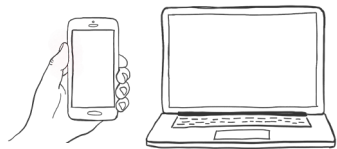
Lines are open everyday, **7am to 11pm**.

5

Receive test results by text message and email

You will receive your test result 2 days after your home test sample is collected. However, due to the volume of tests, it may take longer to get back to you.

Please keep this booklet as a record of your test.



Receive email and text message

Your results will be delivered as a text message to the mobile phone number you provided in the online registration. You will also be emailed your results.

Not received your results after 5 days?

Please call us:

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

Lines are open everyday, **7am to 11pm**.

Supplement instructions and tips: How to test on a child



Important

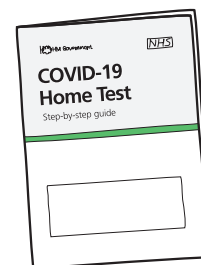
- Do not conduct this test if you do not feel confident.
- Do not continue the test if the child has any pain or asks to stop.
- If for any reason you can't do the test, please continue to self-isolate as a household.
- The fabric tip of the swab must not touch anything apart from the tonsils at the back of throat and nose. If it touches anything else, it may spoil your sample.

Preparing to take the sample

- **Remain calm and confident** as you go through the process. This will help the child to stay calm too.
- **Talk through the steps together.** If possible, practice without using any of the testing materials.
- If the child is old enough, **explaining the test in terms they can understand** might help ease any fear. For example, "You may want to push the swab away but it is really important you let me tickle your throat and nose so that we can tell if you might have coronavirus".
- For younger children, it may be helpful to **give them a distraction** while you conduct the test (such as a video), or make it into a game. You could also plan a reward for the child after the sample is taken.
- If possible, have the child sit on someone's lap or have someone hold their hand to **try making them feel more comfortable and secure**. Decide before starting who will comfort the child and who will do the test.
- **Play games and suggest they stick their tongue out** (get them to copy you), then get them to say 'ahhhhhhhhhhh'. Show them the swab stick and have them keep saying 'ahhhh' while you swab their tonsils.
- Your **child may have some gagging or brief discomfort** when the swab touches their tonsils. This is normal for all age groups.
- Enter the following in your browser to watch a video on how to test a child: youtu.be/Xaw8DsF2lgc



Taking the sample



1

Follow the main instructions to Section 3, step 3, on page 9.

Use the main instruction set to see what to do before and after swabbing your child.

2

Explain what you are going to do before you swab the tonsils and nose.

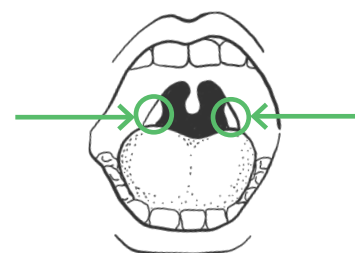
3

Ask the child to blow their nose into a tissue. This is so that excess mucus does not interfere with the test. Throw the tissue away in a closed bin.

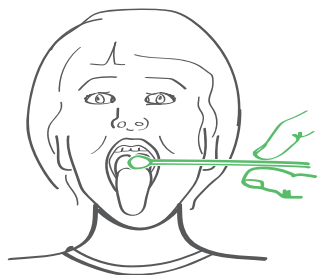


4

Look inside the child's mouth, and find their tonsils at the back of the throat. You may use the torch on your phone to help you. This is where you will swab the sample.



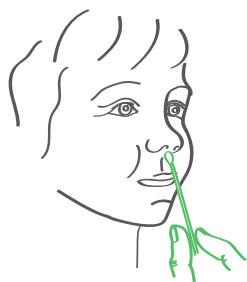
If you cannot swab their tonsils, you can swab both of their nostrils instead. *Note: The result may be less accurate than a nose and tonsil swab.*



5

Hold the swab in your hand, ask the child to open their mouth wide and tilt their head back. Gently rub the swab over both tonsils and the back of the throat for **10 seconds** (use the torch on your phone to help you to see)

Remove the swab from the back of the throat.

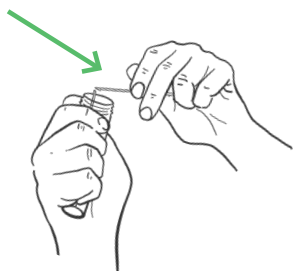


6

Put the same end of the same swab gently into one of their nostrils until you feel some resistance.

Rotate the swab for **10-15 seconds** and slowly remove it.

If you did not swab the tonsils, swab both nostrils for 10-15 seconds each.

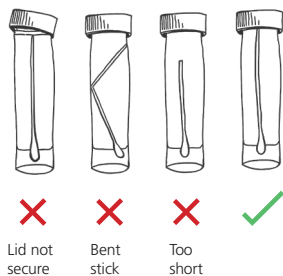


7

Put the swab into the vial. Make sure the fabric tip is facing down as you place it into the vial. Snap off the stick end, so that it fits inside the vial without bending.

Securely screw the lid onto the vial.

The liquid must stay in the vial.



8

Go back to Section 3, Step 11, on page 14 in the main instructions for how to package the test kit.

Thank your child for their help.

Get help if you're worried

If at any stage over the next few days, you, or someone you live with gets worse, or your symptoms do not get better after 7 days, **visit NHS 111 online 111.nhs.uk**.

Call 111 if you cannot get help online.

In a medical emergency, dial 999.

Visit 111.nhs.uk/service/COVID-19/ to check if you have coronavirus symptoms. Find out what to do next, and if you can look after yourself at home or need to get medical help.

Coronavirus in children

Visit NHS 111 online 111.nhs.uk or call 111 if you're worried about a baby or child with symptoms.

If the baby or child seems very unwell, is getting worse, or you think there is something seriously wrong, **call 999**.

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

Get more advice about coronavirus in children at: nhs.uk/conditions/coronavirus-COVID-19/coronavirus-in-children



Need help?

If you have any questions or problems with **this test kit**, please call us:

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

Lines are open everyday, **7am to 11pm**.

Thank you for supporting us.

Please keep this booklet as a record of your test.