

# Referral Process for Key Worker COVID-19 Testing

## Home Support Worker Guidance

NHS Lanarkshire have introduced a self-referral web portal for Key Worker COVID-19 testing, to enable increased access potential across NHS, Local Authority, Care Home and Third Sector employees.

If you have been experiencing symptoms of the COVID-19 virus, please use the guidance below to see if you meet the criteria for testing, and if so, how to self-refer yourself for a test.

### Test Criteria

Criteria for testing:

1. Symptomatic staff must have been experiencing symptoms for less than 5 days at the point of referral.

The guidance states that if you are symptomatic, you isolate for 7 days and can return to work on the 8<sup>th</sup> day, provided you have not had a fever for 48 hours and are feeling well enough to work, you are able to return.

If you refer after having had symptoms for 5 days, your results may not be back until day 8, by which time you would be able to safely return to work anyway.

2. Referrals for asymptomatic staff with a symptomatic household would be accepted if the onset of symptoms was up to 7 days prior to referral.

The guidance states that if you are asymptomatic in a symptomatic household, you isolate for 14 days and can return to work on the 15<sup>th</sup> day, provided that you remain asymptomatic. Therefore, if you refer your household member member(s) for testing up to day 7, the test(s) would be conducted on day 8, results received by day 10 and provided negative results are received, you would be able to return to work on day 11 resulting in a potential saving of 4 days.

If you are concerned about your health and symptoms, you should follow the government COVID-19 guidance available at [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus) and contact your GP or 111 for advice.

**Please do not complete a referral if you are not displaying symptoms and live with members of your household who are not displaying symptoms as you will not be tested.**

### Referral Process

You should refer yourself (and/or your family member) for testing via the self-referral on-line which can be accessed at <https://covid19staffscreening.salus.co.uk>

- Within the secure web portal you will complete the following information:
  - Staff Member Title
  - Staff Member First Name
  - Staff Member Surname
  - Staff Member Gender
  - Staff Member Date of Birth
  - Staff Member Address & Postcode
  - Staff Member Mobile Number
  - **Instead of line manager enter Team Leader's name (details below)**
  - **Team Leader's Email Address (details below)**
  - Department (*Health and Social Care*)

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- Whether you are isolating due to Covid-19
  - Whether you hold a position that cannot be conducted from home
  - What area you work in (What job type you hold (*Home Support Worker*)).
  - Whether you live within 90 minutes commute from Glasgow Airport
  - Whether you or a member of your current household is able to drive to a test centre
  - Your registration number of the vehicle you will travel in to the test centre
  - Who is currently symptomatic e.g. Health Care Support Worker, Household Member(s) or Both
  - Whether, if you receive a negative result, would you be well enough/able to return to work
  - How many household members are currently symptomatic
  - Whether any symptomatic household members are under the age of 18 years old
  - The Name, Date of Birth, CHI number if known, and Date of onset of symptoms for each household member
- Once you complete all information listed above, you will be able to submit your referral.
  - A member of the screening team will be in contact with you within 48 hours.

#### **Details of Team Leaders linked to Teams for referral purposes:**

Airdrie	Team Leader	Pamela Clark	ClarkeP@northlan.gov.uk
Bellshill	Team Leaders	Natalie Anderson	Andersonn2@northlan.gov.uk
Coatbridge	Team Leader	Eileen Johnston	JohnstonE@northlan.gov.uk
Cumbernauld	Team Leader	Kate McMorrow	mcmorrowk@northlan.gov.uk
Motherwell	Team Leader	Maureen Davis	DavisM@northlan.gov.uk
Wishaw	Team Leader	Joan Cleland	ClelandJo@northlan.gov.uk
CAS	Team Leader	Clare Varghese	Varghescl@northlan.gov.uk

Your Team Leader will then receive an email confirming you have completed a referral and the outcome of that referral i.e. scheduled for test / ineligible for test. Again once the result is received, they will receive an e-mail confirming your status i.e. positive/negative/not tested and the household status i.e. positive/negative, together with your availability to return to work e.g. able to return next shift / currently unable to return.