COVID-19 Kit
Before attempting to collect a sample, please read this instruction leaflet carefully.

All samples submitted should be treated as though the patient is infected with a Hazard Group 3 pathogen. All Specimens must be sent in accordance with Cat B Transport Guidance.

This kit contains:
- Swab
- Sample tube containing transport medium
- Rigid plastic ‘clam shell’
- Clear sealable bag
- White plastic UN3373 transport bag
- Diagnostic test requisition form

Submission of Sample Data

For submission of samples, in addition to completing the pre-numbered diagnostic test requisition form which will accompany the sample, the user will need to provide patient/sample details and submit electronically by logging on at https://covid.sourcebioscience.com.

Below is a representation of the data required to be submitted electronically:

<table>
<thead>
<tr>
<th>SBS Ref</th>
<th>Unique Identifier</th>
<th>First Name</th>
<th>Last Name</th>
<th>Date of Birth</th>
<th>Date Sample Taken</th>
<th>Time Sample Taken</th>
<th>Gender</th>
</tr>
</thead>
<tbody>
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NOTE:
Unless you are submitting samples by NPEx data transfer, failure to complete the diagnostic test requisition form & electronic submission will result in the laboratory being unable to process the sample.

1. Complete and attach the peelable label from the requisition form and attach to the sample tube.

   SBS REF: XXXXXXX

2. Taking all necessary PPE precautions and following national guidelines, using the single swab provided take a combined throat then nose swab.

3. Place swab into the sample tube, snapping off any excess stem and ensure lid is securely closed.

4. Place the sample tube inside the rigid plastic ‘clam shell’ and into the sealable clear plastic bag and firmly seal.
STOP!

Before arranging collection or dispatching your samples, please ensure that:

1) All samples submitted have been treated as though the patient is infected with a Hazard Group 3 pathogen
2) Patient/Sample details have been submitted electronically via the Source BioScience portal
3) Each sample is accompanied by a completed test requisition form
4) All samples have been placed into the compliant courier transport box provided and sealed

NOTE:
if you are using your own courier, please ensure outer packaging is compliant with Category B transportation regulations.

Results

- An email will be sent to a secure named account notifying that results requiring direct patient notification are available
- Please log onto the portal at https://covid.sourcebioscience.com

Testing will be carried out at:
Source BioScience laboratories, 1 Orchard Place, Nottingham Business Park, Nottingham NG8 6PX.
Testing will be performed using CE-IVD RT-PCR testing kits for the SARS-CoV-2 virus.