

Research & Development

You will also be given a leaflet explaining about some research studies we are involved with that use any remaining sample to better understand the infection, and so help control this infection. This will not affect the way we process your sample. You will be asked permission before your sample is used and if you do not consent, your sample will be discarded.

Information about your data:

Information about you and about your sample will be recorded and kept to help process your sample to get a result. Your personal data will be retained on the Staff Absence Database, and the hospital Electronic Paper Record System (MyCare), in accordance with trust guidelines. *For more information please see IG pages on HUB: <https://hub.exe.nhs.uk/a-z/information-governance/>*

Your personal information will be retained on the Occupational Health Records system. However, personal information about your Household contact will not be retained. The staff privacy notice is on <https://www.rdehospital.nhs.uk/services/occupational-health/>

Anonymised data from your test may be reported within the Trust and also collected and shared with NHS England and government Public Health agencies in order to help understand the spread of the virus.

Useful links:

<https://www.rdehospital.nhs.uk/documents/trust/information-governance/patient-privacy-notice.pdf>

<https://www.rdehospital.nhs.uk/patients/services/occupational-health.html>

RDE:

<https://hub.exe.nhs.uk/a-z/coronavirus-covid-19-information-hub/workforce-and-absences/staff-wellbeing/>

Public Health England:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

<https://www.england.nhs.uk/coronavirus/>

Data Protection Officer

rde-tr.dataprotectionofficer@nhs.net

RD&E Occupational Health:

rde-tr.occhealthcovid@nhs.net

RD&E: Staffing support for COVID:

rde-tr.covid19hrabsencehub@nhs.net

RDE tel: 01392 406960

RDE Staff Absence Hub:

rde-tr.covid19hrabsencehub@nhs.net

RDE tel: 01392 406960



Royal Devon and Exeter
NHS Foundation Trust

Guidance Advice sheet for staff and household contacts performing a self-taken swab for COVID-19

8-1-2021

Tel: 01392 411611

Staff

You have reported (or if outside HR absence HUB opening hours, report as soon as you can) that you or your household contact have symptoms consistent with COVID-19

- Tell your line manager if you are due to work
- Get your NHS number (look on old prescriptions / letters, or check online)
- Go to your nearest swabbing site and collect a swab testing kit (e.g. Old Path Lab, _____)
- Perform a self-taken Buccal Saliva Covid-19 swab – see instruction leaflet in swab pack

DO NOT GO TO YOUR WORKPLACE if you have the core symptoms of COVID (cough, fever, loss of smell/taste) until you are given the all clear

How will results be returned?

Each person tested will be contacted with their COVID-19 result by email or text (usually within 24 hours). Please ensure you can check your NHS email account.

MyChart (part of MyCare) will also receive your COVID results – you are strongly advised to register for this as this will allow you to get your result quickly.

Occupational Health will endeavour to speak directly to all employees if you are positive.

PLEASE BE PATIENT for your result

If you do not hear the result in the next 48 hours, then please contact OH rde-tr.occhealthcovid@nhs.net (and include the details of the person who has been tested).

What is the test?

In the lab, we perform a PCR (Polymerase Chain Reaction) test to detect viral RNA (Ribonucleic acid) for the virus that causes COVID-19.

This test detects COVID-19 viral RNA: if present it means you are / have recently been infected.

It cannot determine when you or your household contact were first infected, or whether you are still infectious since the virus we detect may be dead. Neither will this test be able to tell if you have previously been infected and the infection is now cleared.

This test does not check for immunity to COVID-19 infection.

Most people with COVID-19 are infectious for 10 days after the onset of symptoms, so this is what determines when you can safely return to work.

If you are COVID19 POSITIVE:

- You will be informed of your result initially by email, but will also receive a phone call from Occupational Health.
- You must **STAY AT HOME** and follow PHE guidance on self-isolation:
 - ⇒ Until 10 days after first symptom and without fever for at least 48 hours
 - ⇒ If you have not been symptomatic, the 10 days starts at the time of the swab
- If you have been at work since you became symptomatic or for 48 hours prior, inform your line manager in case any contact tracing is required
- Do not screen yourself for COVID for 90 days (eg Lateral Flow Tests or pre-elective swabs).

If you are COVID NEGATIVE:

- You will be informed of your result by email or text.
- If you have classical symptoms (ie fever, cough or loss of smell), regardless of your result, you **should not return to work until these have resolved**. Even if the COVID-19 test is negative, you might have another cause of your symptoms which precludes you from working. OH will contact you to discuss whether it is safe to return to work or whether you need another test.
- If your symptoms were less classical (eg sore throat, runny nose), then you can continue to work IF you feel well enough & you haven't been in contact with a known COVID case.
- You can email OH rde-tr.occhealthcovid@nhs.net to request a telephone consult if you would like to.
- Speak to your line manager to agree a return date.

If your household contact is COVID19 POSITIVE:

- He/She/You (if a child) will be informed by an email (NHS email accounts only).
- **STAY AT HOME** and follow PHE guidance on self-isolation until 10 days after contact with the symptomatic person.
- If you become unwell during this period, you will need testing

If your household contact is COVID19 NEGATIVE:

- He/She/You (if a child) will be informed by an email (NHS email accounts only).
- You can return to work immediately if you are asymptomatic.
- Speak to your line manager to agree return date