



29/06/21

Dear Branching Out Service Users, Parents and Carers.

You may be aware that we are now able to offer Rapid Lateral Flow Testing kits to all Staff and Service Users.

Why is testing important?

- It can prevent and control outbreaks by isolating those that test positive.
- Provide reassurance and support day care centres to remain open as safely as possible and prevents outbreaks.
- It also helps to build a strategic understanding of the prevalence of the virus in local areas and the sector.

Please note that testing is VOLUNTARY and any service user not participating will still be able to attend Branching Out as usual.

How am I involved?

Service Users:

Each month Branching Out will provide you with 2 boxes of LFT kits and 1 PCR test kit (in case of a positive result) We will also provide you with our UNIQUE ORGANISATION NUMBER, to be used when registering the test. This will link your test to Branching out.

1. It is recommended for service users that are able to test, to test twice a week with 3 - 4 days in between using rapid LFT at home.
2. If a service user is only visiting once or twice per week, they only need to test on the day of their visits.
3. Service users should ideally test before attending the centre.
4. Testing is not mandatory for service users and they will not be prevented from attending. However, if someone tests positive, they should self-isolate immediately and not attend. The PCR test should then be conducted and registered using the link below.

<https://organisations.test-for-coronavirus.service.gov.uk/register-organisation-tests>

Carers/ parents of service users who are supporting testing

1. Understand the testing service and process for service users by reading the online guidance and detailed instructions provided with the test kits, and watching the videos below.
 2. Assist in testing the service user with rapid LFT kits.
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3. Assist with registering the result online on behalf of the service user.
4. Inform us of the result, even if it is negative, by emailing admin@branchingoutuk.com. You can also add this email address to the test registration and this will notify us automatically.

How to complete the test:

You will conduct a combined throat and nose self-swab for the test. If a throat swab is not possible, you can swab both nostrils.

Each test kit comes with step-by-step instructions on how to complete the swab on yourself, along with videos for support.

Unlike PCR, you will process and analyse the sample after 20 – 30 minutes. Once the result is ready, you must report your result online then dispose of the kit in household waste.

You should only conduct your test maximum twice a week, leaving 3-4 days in between.



How to complete a self-test rapid LFT <https://www.youtube.com/watch?v=S9XR8RZxKNo>

How to register the test:

Rapid LFT

Every test result needs to be reported online for NHS Test and Trace tracking purposes (positive, negative and invalid).

1. Go to: www.gov.uk/report-covid19-result
2. Select that you are testing for a "social care service"
3. Enter the UON of your day care centre
4. Enter personal details
5. Enter or scan your Test strip ID number and the test result



Rapid LFT report form

Rapid LFT

You will receive rapid LFT results immediately, 30 minutes after the sample is processed. On the lateral flow device, the results will appear as the following:

Negative Result

Positive Result

Void Result

After the result is complete, please report your result online (including negative and void results). Results should also be shared with the day care centre manager.

Results may not be as clear-cut as the examples shown here. Result lines may appear smudged or faint, but they are still valid results and must be reported.

Once your test is complete, put all of the used test kit contents in your general household waste.

<http://www.gov.uk/report-covid19-result>



What happens after a result?



Negative Result



Positive Result



Void Result

- Workers who receive a negative result and remain without symptoms can continue working
 - Service users who receive a negative result and remain without symptoms can attend the centre
- If any worker or service user tests positive, they should not come into the centre and will need to immediately undertake a confirmatory PCR test and self-isolate until they receive their result
 - If the confirmatory PCR comes back as negative, that person can come back to the centre as long as they do not have symptoms
 - If the PCR comes back as positive, they should continue self-isolating for 10 days in line with government guidance and **do not need to re-test with rapid LFT or PCR for 90 days** (unless they develop new COVID symptoms)
- The worker or service user will need to re-test using another kit to receive a conclusive result. If that is also void, they can keep attending the centre and take a rapid LFT the following day (or the next time they arrive at the centre)
- ✓ You must have **consent** from the individual if you plan to have results returned to a different person
 - ✓ It is **your responsibility** to **inform your local Public Health authority** of a positive result
 - ✓ Symptoms are defined here: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

If you would like to participate but are unable to test at home, please let us know and we can look at arranging testing on site, conducted by a trained staff member.

If testing on-site service users do not need to take any test kits home with them as they will be tested on arrival.

If you would like your child /service user to participate in regular testing, please read and understand the attached Privacy Notice, and return the consent form attached to admin@branchingoutuk.com and we will then supply you with your LFT and PCR tests.

Yours Sincerely

Rachel Wiggans
Day Service Manager