

## ART Self-Swab Supervisor Handout

### 1. PPE posture for supervisors supervising Fast and Easy Test Self-Swabs at non-centralised locations

- The **MINIMUM** PPE posture for supervisors supervising Fast and Easy Test (FET) Self-Swabs would be surgical 3-ply masks and face shield.
- In addition, supervisors should also ensure that the swabs are done in a **well-ventilated space** and that supervisors should keep a distance of **3 meters** from the staff while they are performing their self-swab.
- The workplace should train sufficient manpower and organise supervision such that the supervisor would only be supervising the self-swab for employees which he/she is already interacting with regularly/ on a daily basis.
- Do note that should the supervisor be considered as a close contact of the person he/she supervised and tested to be COVID-19 positive, the supervisor may be placed under Quarantine Order.

### 2. Personnel requirements for staff supervising self-swab

Supervisors of supervised self-swabs should meet the following requirements:

- Supervisors above 50 years old need to be fully vaccinated, i.e. received both vaccinations from our national vaccination programme and 14 days after last vaccine dose.
- Adherence to the Minimum PPE posture of surgical 3-ply masks and face shield.

### 3. PPE Postures and items required for Self-Swab in an organisation

- If the organisation is not able to adhere to the condition listed in point 1 & 2 above, the organisation is encouraged to prepare full PPE for the staff supervising the self-swab.

Able to meet point 1 & 2	Not able to meet point 1 and 2	Swab Area (Infection Prevention and Control)
<b>For Supervisor</b> a. Surgical mask b. Face shield or goggles	<b>For Supervisor</b> a. N-95 mask b. Gown c. Gloves of proper size d. Face shield or goggles e. Hair Net (for individual with long hair)	a. Chair, table and floor of non-absorbent material b. Alcohol hand rub c. Disinfectant for table and chair disinfection d. Trash bag e. Complete ART kit for self-swabbing f. Tissue paper g. Disinfectant solution for ART tube spillage

#### **4. 4 Steps of Self-Swab preparations**

STEP 1 – Assess the suitability of the premises for testing

STEP 2 – Determine the physical setup

STEP 3 – Implement Infection Prevention and Control (“IPC”) Processes

STEP 4 – Procure any remaining logistics required

#### **5. 6 Steps of Supervising ART Self-Swab**

STEP 1 – Register Individuals

STEP 2 – Collect Sample

STEP 3 – Test Sample

STEP 4 – Record Test Results

**STEP 5** – Notify those who test ART-positive/ART-invalid of the actions required of them

**STEP 6** – Remind ART-positive/invalid individuals to seek a PCR test

#### **6. Biohazard Waste**

- Swab sticks/ ART cassettes/ spillage/ items containing bodily fluid

#### **7. Biohazard Waste Disposal Management**

- All swab sticks/ ART cassettes/ spillage/ items containing bodily fluid to be disposed in a normal trash bag and tied.
- Place in a second trash bag and tie again. (cable-tie trash bag for mass swabbing in workplace)
- Trash bag not more than 2/3 full.
- Dispose and perform hand hygiene.

#### **8. Recommended spill clean-up procedure**

- Cordon off spill area and put-up notices to warn people of the presence of biohazardous materials
- Wear gloves and protective clothing, including face and eye protection
- Cover the spill with cloth or paper towels to contain it;
- Pour an appropriate disinfectant over the paper towels and the immediate surrounding area (generally, 5% bleach solutions are appropriate);
- Apply disinfectant concentrically beginning at the outer margin of the spill area, working toward the centre.
- After waiting an appropriate amount of time (e.g. 30 mins), clear away the materials; If there is broken glass or other sharps involved, use a dustpan or a piece of stiff cardboard to collect the material and deposit it into a puncture-resistant container for disposal.

## 9. Before start of individual self-swab

- Before commencing registration, organisation needs to check individual for contra-indication and \*\*signs and symptoms of acute respiratory infection (“ARI”).
  - Contraindications of anterior nasal swab
    - Facial/Nose Surgery/ Nose Cancer/ Severe nose bleed condition\*

*\*Consult doctor before swabbing if individual has any of the above contraindication*

- Organisation should not proceed to conduct Self Swab ART to individuals who present with symptoms of ARI.
- Individuals with ARI - to be reviewed by a healthcare professional and obtain a PCR test at Swab-And-Send-Home Public Health Preparedness Clinics (“SASH PHPC”) or Polyclinics if necessary.

*\*\*Signs and Symptoms of ARI- Fever, cough, sore throat, running nose, flu like symptoms*

## 10. Testing Activity

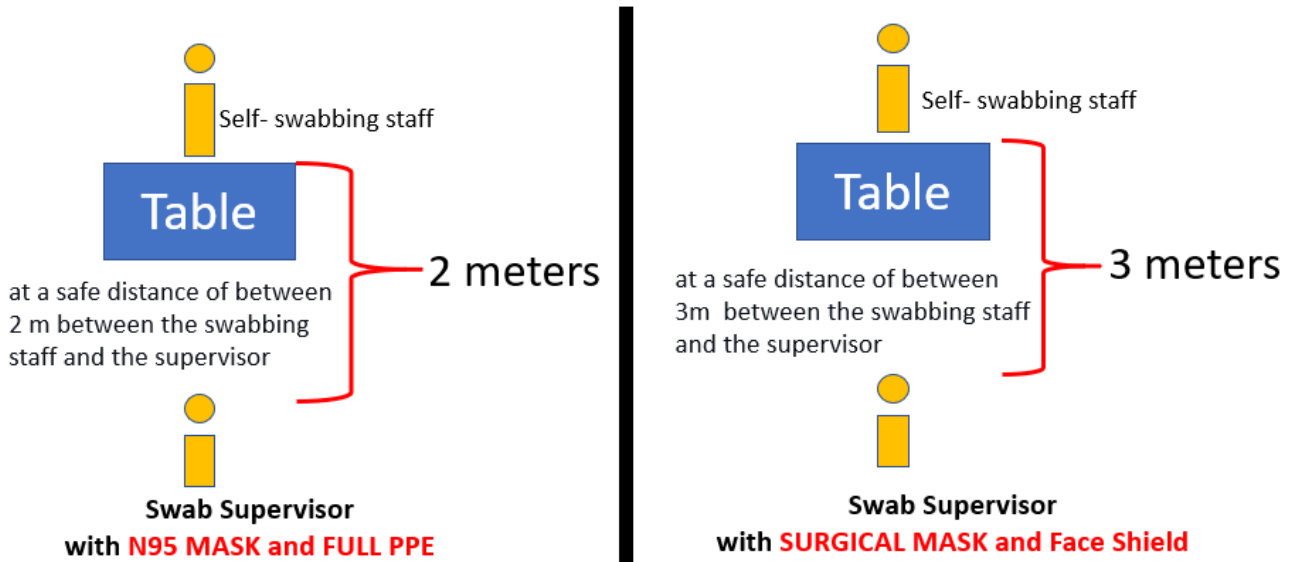
- Individual must test the swab sample in accordance with the test kit manufacturer’s instructions.
- As defined in the ART Regulations, if the individual’s sample returns as uncertain or invalid, individual is required to re-test the sample, if sufficient sample is collected.
- If sample is insufficient, individual must collect another ART test immediately after the first result is available.
- Approved test providers must not administer another ART if the individual:
  - has an uncertain or invalid result for two consecutive ART tests (“ART-invalid”);
  - has undergone a previous ART or PCR test where the individual tested positive;
  - has undergone a previous ART test conducted by another approved test provider in which the test result was uncertain or invalid.

## 11. Notify those who test ART-positive/ART-invalid of the actions required of them

- The follow-up actions for ART-positive and ART-invalid are identical. They are:
  - Arrange for a confirmatory PCR test as soon as possible at SASH/ PHPC clinic.
  - self-isolate in his/her place of accommodation until he/she receives confirmation that the result of the PCR test is negative.
  - Individuals may only exit their self-isolation for the purposes of seeking medical attention, and must do so only via private transport, taxis, or private hire vehicles with the windows rolled down. They are not to take Buses or MRT.

## 12. Physical set up of Self Swab Area

- supervisors should also ensure that the swabs are done in a well-ventilated space.



## 13. List of test kit approved by MOH for ART

COVID-19 Test	COVID 19 Test Kits approved by MOH for ART	Method of Sampling
ART	1. BD Veritor™ System for Rapid Detection of SARS-CoV-2	Anterior Nasal, Nasopharyngeal
	2. Standard Q COVID-19 Ag Test	Anterior Nasal, Nasopharyngeal
	3. Roche SARS-CoV-2 Rapid Antigen Test	Anterior Nasal, Nasopharyngeal
	4. Abbott Panbio™ COVID-19 Ag Rapid Test Device	Anterior Nasal, Nasopharyngeal