



HM Government



# Self referral portal

**User guide for essential workers and other eligible persons to book a test at a regional testing site, mobile testing unit, or via home delivery**

30<sup>th</sup> April 2020

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# The Coronavirus National Testing Programme

The coronavirus pandemic presents a critical national challenge and testing for the virus is a central part of the Government's response. One of the most challenging things about coronavirus is the uncertainty. Good-quality testing can help provide us with greater certainty. It's a big part of how we're going to defeat this disease.

## Our response so far:

As part of the government's [5-pillar strategy for coronavirus testing](#), testing essential workers who have coronavirus-like symptoms to see if they currently have the virus has been a priority, and our aim is that anyone who needs such a test is able to have one.

To support this, we are establishing a nation-wide network of drive-through regional testing and have also recently introduced mobile testing units and home testing. We are continuously increasing capacity at testing sites and expanding the number of home tests available to enable access to testing for eligible groups of people.

In the last week, a self referral portal has gone live to make the process of registering for and booking a test easier for essential workers.

In the last few days, eligibility criteria for testing has also been expanded to cover a wider range of groups (further information about who can access testing is covered on slide four of this pack).

## Self referral portal:

The self referral portal can be accessed here [www.gov.uk/coronavirus](https://www.gov.uk/coronavirus). Essential workers and other eligible groups are able to register and book a test for themselves and/ or their household member(s) if they have coronavirus-like symptoms.

There are three ways to get a test via the self referral portal:

- 1) Book an appointment at a regional testing site
- 2) Book an appointment at a mobile testing unit
- 3) Request a home delivery test

# What is the self referral portal and who is eligible for a test?

- The **self referral portal** is a **secure portal** that allows eligible people to register their details and book a coronavirus test. Eligible people include:
  - All essential workers including NHS and care workers with symptoms
  - Anyone over 65 with symptoms
  - Anyone with symptoms whose work cannot be done from home
  - Anyone with symptoms of coronavirus who lives with those identified above
  - Care workers and residents in care homes (with or without symptoms)
  - NHS workers and patients without symptoms where there is a clinical need in line with NHS England guidance
- Full details of eligibility can be found on the gov.uk website: <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>.
- **Note:** those who are asymptomatic, (have no coronavirus symptoms), should not use the self referral portal to book a test
- There are **three ways to get a test** via the self referral portal:
  1. Regional testing site
  2. Mobile testing unit
  3. Home delivery
- **Initially, numbers have been limited for the home delivery route** but these have been increased over time and will continue to do so over the next few weeks.

# How will self referral work for regional testing sites and mobile testing units?

The following steps outline how eligible individuals can arrange a coronavirus test at a regional testing site or mobile testing unit:

1. The individual will [click on the link and register](#) either their details (if they have symptoms) or household member(s) with coronavirus-like symptoms. The individual or household member(s) will be added to a list, and [depending on capacity at regional testing sites and mobile testing units](#), will be invited to book an appointment for a test.
2. The individual(s) being tested will receive a [text message](#) inviting them to book an appointment. The text message will contain a link to the [appointment booking system](#) and a unique [16 digit code](#).
3. The individual will click on the text message link and be directed to the appointment booking system where they will be asked to enter their unique 16 digit code. They will then be able to [book a specific appointment](#) for a coronavirus test at a regional testing site or mobile testing unit.
4. Each individual being booked a test will receive a [confirmation of their appointment via text message and email](#). These will contain a [QR code](#), which will need to be shown to security at the regional testing site or mobile testing unit. A QR code will be required per-person being tested, either on a smartphone or on a printed copy of the email.

# How will self referral work for home testing?

The following steps outline how eligible individuals and their household members can arrange for a coronavirus test(s) to be delivered to their home

1. The individual will [click on the link and register](#) their details, via the online self referral portal. These details will be used to verify the identity of the individual before they order their test(s) for delivery. If the eligible person has access to their work email they should use this to support with the verification process.
2. The individual will then receive an [email with a one-time code](#). If the email address cannot be verified we will need them to complete a short verification check through TransUnion. Alternatively, the eligible person can choose to apply for a test at a drive-through regional testing site.
3. The individual will then be able to request [up to five tests](#) for members of their household displaying symptoms of the coronavirus. Order details should then be reviewed and confirmed.
4. The individual will receive a [confirmation of their order by email](#), as well as details of what to do next. Tracking details for their delivery will also be provided. Once the individual receives their test kit they should follow the instructions provided.

# How to choose a testing route

# Process overview for choosing a testing route

Below is an overview of the process that **individuals with coronavirus-like symptoms** should take in order to choose a testing route via the self referral portal:

- |   |   |
|---|---|
| 1 | Enter the self referral portal and check eligibility                              |
| 2 | Confirm who is being tested and choose a testing route                            |
| 3 | Once a testing route has been selected, follow the steps to complete registration |

These steps are laid out in the following slides, with accompanying screenshots



# 1. Enter the self referral portal and check eligibility

A

1. Go to the self referral portal by entering the following web address into your web browser (do not use Internet Explorer to access):  
[www.gov.uk/coronavirus](https://www.gov.uk/coronavirus)

B

Guidance and support

|   |   |
|---|---|
| Protect yourself and others from coronavirus  | + |
| Testing for coronavirus   | - |
| Guidance on testing for essential workers   |   |
| Apply for a coronavirus test if you're an essential worker  |   |
| Book a coronavirus test if you have a verification code   |   |
| Apply for a coronavirus test if you have a clinical referral, are aged 65 or over and have symptoms, or must currently travel to work and have symptoms |   |
| Health and wellbeing  | + |
| Work, financial support and money   | + |
| Businesses and self-employed people   | + |
| Education and childcare   | + |
| Housing and accommodation   | + |
| Driving and transport in the UK   | + |

Please read the information provided on the landing page.

- Only eligible people and their household member(s) should proceed to register for coronavirus testing. For details of eligibility please go to: <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>.

Click the appropriate link reflecting your eligibility as either an essential work or other eligible person. If you are an essential worker you will be presented with screenshot C and will click 'Start now' to continue registration. If you are otherwise eligible you will be taken to screen D.

C

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## Essential workers: apply for a coronavirus test

If you're an essential worker who is self-isolating (not able to leave home), you can now apply for you and your household to get tested for coronavirus (COVID-19).

If your test result turns out to be negative, you can safely return to work, as long as:

- you are well enough
- you have not had a high temperature for 48 hours
- anyone you live with also tests negative

If your test result is positive, or someone you live with tests positive, you cannot return to work. You'll need to continue to self-isolate. [Read NHS advice about how long to self-isolate](#).

If your condition gets worse, or you do not get better after 7 days, use the NHS 111 online coronavirus service. Only call 111 if you cannot get help online. For a medical emergency dial 999.

Call 111 if you're worried about a baby or child. If the baby or child seems very unwell, is getting worse, or you think there's something seriously wrong, call 999. Do not delay getting help if you're worried. Trust your instincts. Get more advice about [coronavirus in children](#).

Follow these next steps to check you can have the coronavirus test. We will then ask you to choose between visiting a drive through test centre or requesting a home test kit.

**If you're not an essential worker**

If you're not an essential worker you cannot apply for a test. If you have symptoms, use the [111 online coronavirus service](#) to find out what to do.

[Read the coronavirus privacy information](#)

**Start now >**

D

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## Check if you can have a coronavirus test

You can only apply for this test if you're an essential worker who is self-isolating (not able to leave home) because:

- you have coronavirus symptoms
- you live with someone who has coronavirus symptoms

You should not apply for this test if you are not an essential worker.

[Am I an essential worker?](#)

Examples of essential workers are NHS staff, teachers, and public transport staff.

[Check the full list of essential workers on GOV.UK](#)

**OK, I qualify**

Check to see if you or your household member(s) are eligible to take a coronavirus test.

Click 'Ok, I qualify' to continue to registration.



## 2. Select how you want to take the test

E

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### How do you want to take the coronavirus test?

☐ By requesting a home test kit **NONE AVAILABLE**  
You can ask for a kit for yourself and anyone else you live with who has coronavirus symptoms. There is an identity check for home test kits.

☒ By visiting a regional test site in England **AVAILABLE**  
You or someone you live with must have a car to get to a local test centre

☐ By visiting a regional test site in Wales **NONE AVAILABLE**  
You or someone you live with must have a car to get to a local test centre

☐ By visiting a regional test site in Scotland **AVAILABLE**  
You or someone you live with must have a car to get to a local test centre

☐ By visiting a regional test site in Northern Ireland **AVAILABLE**  
You or someone you live with must have a car to get to a local test centre

Save and continue

Choose where the individual(s) would like to take the coronavirus test, either at a testing site, or at home via a home test kit.

Once selected, click 'Save and continue'.

**If you choose the regional testing site or mobile testing unit route go to slide 12**

**If you choose the home testing route go to slide 27**

# Regional testing site and mobile testing unit: step by step guidance

# **How to register for a test at a regional testing site or mobile testing unit**

# Process overview for regional testing site and mobile testing unit registration

Below is an overview of the process that **eligible persons** should take in order to register for a coronavirus test via the self referral portal:

- |   |   |
|---|---|
| 1 | Register personal details (for the individual being tested) |
| 2 | Verify details and submit registration                      |
| 3 | Receive an invitation to book an appointment                |

These steps are laid out in the following slides, with accompanying screenshots

# 1. Register personal details (for the individual being tested)

**A**

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## What's your name?

First name

Last name

[Why are we asking for this?](#)

Save and continue

Enter the individual's first and last name  
Click 'Save and continue'

**B**

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## What's your mobile number?

Mobile telephone number

Confirm mobile telephone number

[Why are we asking for this?](#)

Save and continue

Enter the individual's mobile number  
Click 'Save and continue'

**C**

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## Why are you getting tested?

- If you're an essential worker, select your occupation
- If you've been referred by 111, choose 'Clinical referral from NHS 111 online'
- If you're aged 65 or over, choose 'I am 65 or over and I have symptoms'
- If your work requires you to travel to your workplace, choose 'I must travel to work and have symptoms'

Select an occupation

Please select

If your profession is not listed, the test is not yet available for you. If you have symptoms, use the [111 online coronavirus service](#) to find out what to do.

[Why are we asking for this?](#)

We will use this information to help identify you at a later stage.

Also, this information will help us recognise your data if you complete other NHS forms or surveys.

Save and continue

## 2. Verify details and submit registration

**D**

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### Check your answers

|                   |   |                        |
|-------------------|---|------------------------|
| Current situation | I'm a key worker who has coronavirus symptoms | <a href="#">Change</a> |
| Name              | Bob smith                                     | <a href="#">Change</a> |
| Mobile number     | 07830 847 751                                 | <a href="#">Change</a> |
| Employer          | NHS England                                   | <a href="#">Change</a> |

[Submit application](#)

Check that the information entered for the individual is correct.

Click 'Submit application' when ready to submit registration.

A confirmation of the individual's application is shown.

### NEXT STEPS:

Look out for a text message with an invitation to book an appointment for testing. All registrations will be shortlisted for testing and when capacity at regional testing sites or mobile testing units allows, a text message for appointment booking will be sent. This could be immediately or in a few days depending on capacity.

**E**

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## Application submitted

12 April 2020, 11.24am

### Your details

|                   |   |
|-------------------|---|
| Current situation | I'm a key worker who has coronavirus symptoms |
| Name              | Bob smith                                     |
| Mobile number     | 07830 847 751                                 |
| Employer          | NHS England                                   |

### What happens next

You'll receive a text message when it's time to book your testing appointment. The text will usually arrive in a few moments, but may take longer at busy times



### 3. Receive an invitation to book an appointment

- The individual will receive a **text message from UK\_Gov** to invite them to **book a specific appointment** at a regional testing site or mobile testing unit.
- The individual will click the text message link and enter their unique **16 digit code** to access the appointment booking system.

You've been invited to have a coronavirus (COVID-19) test. Go to [test-for-coronavirus.service.gov.uk/appointment](https://test-for-coronavirus.service.gov.uk/appointment) to book your preferred time. You'll need to enter this code: XXXX-XXXX-XXXX-XXXX

# **How to book an appointment at a regional testing site or mobile testing unit**

# Process overview for booking an appointment

Below is an overview of the process that essential workers should take in order to book an appointment for a coronavirus test at a regional testing site or mobile testing unit:

|          |  |
|----------|--|
| <b>1</b> | <b>Access the appointment booking portal</b>                                       |
| <b>2</b> | <b>Enter personal details for the individual being tested</b>                      |
| <b>3</b> | <b>Enter NHS number, if applicable</b>   |
| <b>4</b> | <b>Add household member(s) to the booking</b>                                      |
| <b>5</b> | <b>Choose a regional testing site or mobile testing unit and time to be tested</b> |
| <b>6</b> | <b>Verify details and submit appointment booking</b>                               |
| <b>7</b> | <b>Receive appointment confirmation email and text message</b>                     |

These steps are laid out in the following slides, with accompanying screenshots

# 1. Access the appointment booking portal

A

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## Book a drive-through test

You can now have a coronavirus (COVID-19) test.

The test is only for people who have [symptoms of coronavirus](#) – whether that's you, or someone you live with. It involves taking a swab sample from your nose and throat.

While you wait for your results, you ( [NHS advice about how to isolate](#). Read [NHS advice about how to isolate](#).

If your test result turns out to be negative:

- you are well enough
- you have not had a high temperature
- anyone you live with also tests negative

If you test positive, or someone you live with tests positive, you'll need to continue to self-isolate.

You need to get the test done in the first 3 days as it may take a day or two to arrange. You should not book a test if you do not have coronavirus symptoms.

If your condition gets worse, or you have symptoms, call 111 if you dial 999.

Call 111 if you're worried about a baby, or you think there's something wrong. Trust your instincts if you're worried. Trust your instincts if you're worried. Trust your instincts if you're worried.

You'll have the test at a drive-through (someone you live with can drive you).

If you live with other people who also test positive, you'll need to include them.

### Check if people you live with can book a test

If people you live with have symptoms, they can be registered for testing. But you can only include a maximum of 3 other people for testing.

These must all:

- be aged 18 and over
- arrive in the same vehicle
- be sat next to a window in the vehicle

### What happens at the test site

You'll stay in your vehicle during your visit.

An assistant can do the swab test for you, or you can choose to do it yourself (instructions will be given).

You'll receive your test results by text message. Most people get their results within 48 hours, but it could take up to 5 days.

### What you need to complete this form

To complete this form to book your visit, you'll need:

- your essential worker invitation code - it's in the text message we sent you
- your email address
- your mobile phone number
- the registration number of the vehicle you'll use to visit to the test site
- the name, email address and mobile number of any other household members who will be tested

[Read the coronavirus privacy information](#)

Start now >

Read the information on the appointment booking page. Check you understand:

- Who is eligible for a test
- What happens at a regional testing site and mobile testing unit
- The information that you need to complete your appointment booking

Click 'Start now' to begin your appointment booking registration

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## What's your invitation code?

Invitation code

This is the 16 digit code you received in the text message we sent you.

Save and continue

Input your unique 16 digit number. This can be found on the text message sent, inviting you to book an appointment

## 2. Enter personal details for the individual being tested

Enter the individual's personal details:

- C. Car registration
- D. Date of birth
- E. Name and gender
- F. Email address
- G. Mobile number

Click 'Save and continue' to progress through the appointment booking

**C**

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### What's your vehicle registration number?

Registration number (number plate). For example, CU57ABC  
This must be the number plate of the vehicle you'll use to visit the test site. It does not have to be registered in your name, just as long as it's the vehicle you turn up in. This can be a car or a small van.  
You cannot turn up on foot or in a taxi.

Save and continue

**D**

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### What's your date of birth?

For example, 31 3 1980

Day Month Year

Save and continue

**E**

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### What's your name and gender?

First name

Last name

Gender

☐ Male

☐ Female

Save and continue

**F**

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### What's Pete Smith's email address?

We'll email their test site pass and test results to this email address. They can print this out or bring a copy of it on their mobile phone.

Make sure they're happy for their test results to go to this email address. Do not use a work or shared email address unless they're comfortable with others seeing their results.

Email address

Confirm email address

Save and continue

**G**

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### What's your mobile number?

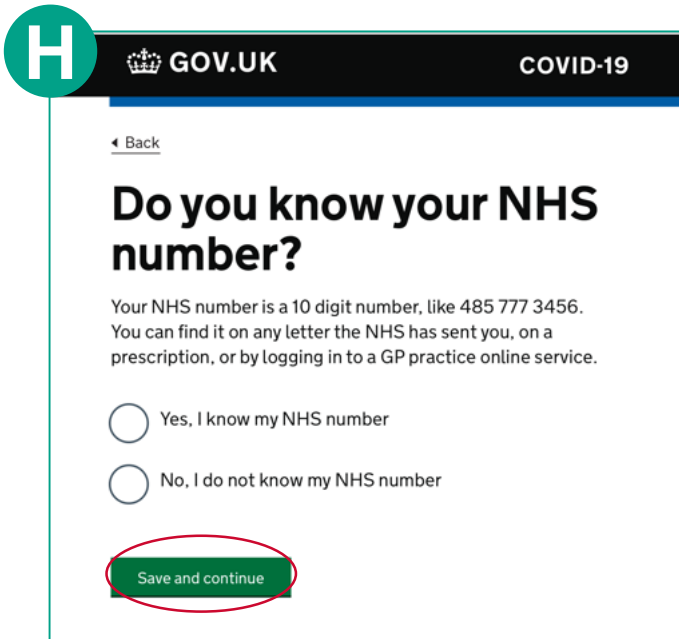
We'll text your test centre pass and your test results to this number.

Mobile telephone number

Confirm mobile telephone number

Save and continue

### 3. Enter NHS number, if applicable



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## Do you know your NHS number?

Your NHS number is a 10 digit number, like 485 777 3456. You can find it on any letter the NHS has sent you, on a prescription, or by logging in to a GP practice online service.

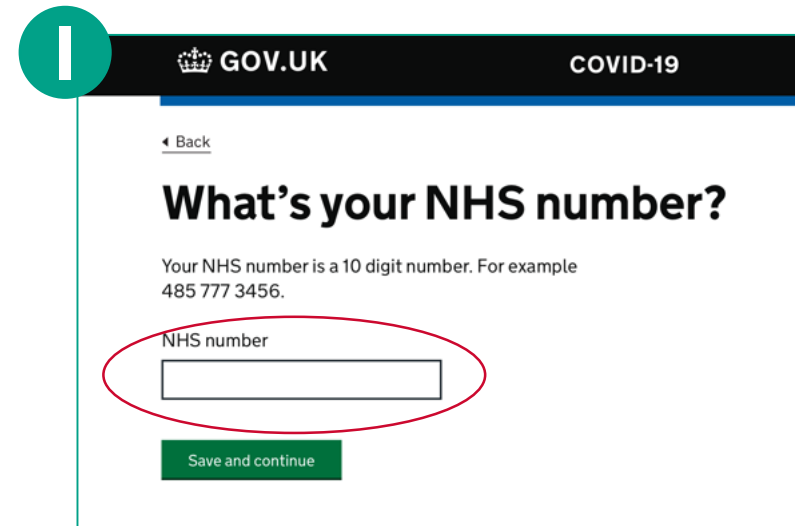
☐ Yes, I know my NHS number

☐ No, I do not know my NHS number

**Save and continue**

Enter the individual's NHS number, if applicable.

Click 'Save and continue' to progress through the appointment booking system.



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## What's your NHS number?

Your NHS number is a 10 digit number. For example 485 777 3456.

NHS number

**Save and continue**

# 4. Add household member(s) to the booking

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## Add household members

If you want to, you can add up to 3 household members to join you for testing. Each household member being tested must:

- be aged 5 and over
- also have symptoms
- arrive in the same vehicle
- sit next to a window in the vehicle
- bring their test centre pass and photo ID

Once you've confirmed all people for testing, you can book your appointment.

**People confirmed for testing**

|                  |  |                              |
|------------------|--|------------------------------|
| <b>Bob Smith</b> | Bsmithlonglonglong@email.co.uk<br>07771 900 900<br>Vehicle registration: CU57ABC | <a href="#">Edit details</a> |
|------------------|--|------------------------------|

Book appointment

Add household member

If only the eligible person registered needs a test, proceed to appointment booking by clicking on 'Book appointment'

An individual (adult or child aged 5 or over) with coronavirus symptoms living in the same household as an eligible person can be invited for testing.

Check the eligibility for testing before booking anyone for a test.

Provide personal details of the household member(s), information required:

- Name and gender
- Date of birth
- Email address
- Mobile number

Check the information provided for household members is correct.

Click 'Save and continue' to progress to the appointment booking.

K

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## Check your answers

|                             |                   |                        |
|-----------------------------|-------------------|------------------------|
| Vehicle registration number | CU57ABC           | <a href="#">Change</a> |
| Date of birth               | 16 January 1995   | <a href="#">Change</a> |
| Name and gender             | Bob smith<br>Male | <a href="#">Change</a> |
| Email address               | email@gmail.co.uk | <a href="#">Change</a> |
| Phone number                | 07771 900 900     | <a href="#">Change</a> |

Save and continue

# 5. Choose a regional testing site or mobile testing unit and time to be tested

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## Find a test site

Put in your home (UK) postcode to find a test site near your home.

Postcode

Find a site

Enter your post code to find a regional testing site or mobile testing unit near you.  
Click 'Find site'

Choose from the list of regional testing sites and mobile testing units available.  
Click 'See available times'

Select a time for an appointment  
Click 'Save and continue'

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## Test sites near RM6 76D

Choose a test site

**Some test sites are for over 18s only**

Your nearest test site is:

**North London Test site ( 0.5 miles away)**  
**Over 18s only**  
125 testing lane  
Highbury & Islington  
RM4 3RS  
  
54 slots available in the next 5 days.

Other test sites:

[See closer test sites](#)

**South London test site ( 0.8 miles away)**  
125 Sun road  
Edgware  
RM4 3RS  
  
54 slots available in the next 5 days.

**East London test site ( 2 miles away)**  
125 testing lane  
Highbury & Islington  
RM4 3RS  
  
54 slots available in the next 5 days.

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## Choose a time

North London Test site  
125 testing lane  
Highbury & Islington  
RM4 3RS

Available test times for your household

When booking a test, please be aware that:

- You must turn up at the start time of your appointment. Do not arrive early or late.
- it usually takes no more than 10 minutes to test each person
- if there is more than one of you to be tested, you'll have to wait a bit longer so that each person can be tested
- you may have to wait to be tested, but you should not expect to be at the test centre for any more than an hour

[See previous day](#)

**Saturday 17th March**

8am—9am

9am—10am

10am—11am

11am—12pm

1pm—2pm

4pm—5pm

5pm—6pm

6pm—7pm

7pm—8pm



# 6. Verify details and submit appointment booking

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## Confirm your appointment

Appointment details

|               |   |                        |
|---------------|---|------------------------|
| Test site     | North London Test site<br>125 testing lane<br>Highbury & Islington<br>RM4 3RS | <a href="#">Change</a> |
| Date and Time | 12 Apr 2020: 11am—12pm  | <a href="#">Change</a> |

People confirmed for testing

|             |                    |               |
|-------------|--------------------|---------------|
| Bob Smith   | Bsmith@email.co.uk | 07771 900 900 |
| Pete Smith  | Bsmith@email.co.uk | 07771 900 900 |
| Laura Smith | Bsmith@email.co.uk | 07771 900 900 |
| Kate Smith  | Bsmith@email.co.uk | 07771 900 900 |

Check these details carefully before you confirm your appointment. You cannot change the appointment once it's been confirmed.

Confirm appointment

Check that the information entered is correct.

Click 'Confirm appointment' when ready to confirm the appointment.

A confirmation of the individual's appointment booking is shown.

### NEXT STEPS:

A text message and email will be sent to each individual confirming the appointment booking. The email and text message will contain a QR code which will need to be shown to security when entering the regional testing site or accessing the mobile testing unit. Each person coming for testing will need to be able to show their own QR code.

P

Appointment booked

North London test site, 125 testing lane, RM4 3RS

Vehicle: CU57ABC    Date: 12 Apr 2020    Time: 11am—12pm

|             |                    |               |
|-------------|--------------------|---------------|
| Bob Smith   | Bsmith@email.co.uk | 07771 900 900 |
| Pete Smith  | Bsmith@email.co.uk | 07771 900 900 |
| Laura Smith | Bsmith@email.co.uk | 07771 900 900 |
| Kate Smith  | Bsmith@email.co.uk | 07771 900 900 |

### Your test site pass

Your pass has now been emailed and texted to you. If you've booked a test for someone you live with, their pass has now been emailed and texted to them.

Each pass contains a QR code and an ID number.

### What happens at the test site

You'll stay in your vehicle during your visit.

Some test sites offer a choice: either an assistant can do the swab test for you, or you can choose to do it yourself (instructions will be given).

In other sites, there will only be one way to have the test.

You'll receive your test results by text message. Most people get their results within 48 hours, but it could take up to 5 days.

### What you'll need to bring to the test site

You'll need to bring:


- a copy of your test site pass – this has now been emailed and texted to you.
- photo ID – either your driving licence or passport

# 7. Receive appointment confirmation email and text message

- Individuals who have successfully booked a specific slot at a regional testing site or mobile testing unit will receive **an email and text confirmation**.
- Individuals will need to **bring the QR code**, either on their smartphone or printout of the email, to their coronavirus test appointment.
- **Security will ask to see the QR code at the testing site gate - a QR code will be required per-person being tested.**
- The QR code will also be scanned and attributed to the individual's coronavirus test.

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**Jane Smith**  
Date of birth: 14 Jan 1960  
Your pass to access the test site –  
have this ready to show staff when you arrive



Pass ID: 12653234356

**North London Test site**  
125 testing lane  
Highbury & Islington  
RM4 3RS  
**Date:** 12 Apr 2020  
**Time:** 11am–12pm  
**Vehicle:** CU57ABCS

**What happens at the test site**  
You'll stay in your vehicle during your visit.  
  
Some test sites offer a choice: either an assistant can do the swab test for you, or you can choose to do it yourself (instructions will be given).  
  
In other sites, there will only be one way to have the test.  
  
You'll receive your test results by text message. Most people get their results within 48 hours, but it could take up to 5 days.

You are booked for a coronavirus (COVID-19) test. [Show this code](#) when you arrive. You'll need it to enter the test centre.

# **Home testing: step by step guidance**

# **How to order a home test kit**

# How to order a home test kit


Below is an overview of the process that individuals should take in order to request order testing kits for home delivery:

|   |  |
|---|--|
| 1 | Access the home kit ordering portal              |
| 2 | Enter personal details                           |
| 3 | Verify email address                             |
| 4 | Verify your identity (if applicable)             |
| 5 | Provide details for ordering home testing kit(s) |
| 6 | Receive order confirmation details               |

These steps are laid out in the following slides, with accompanying screenshots

# 1. Access the home kit ordering portal

A

COVID-19

## Coronavirus home test

You can now request a coronavirus (COVID-19) home test kit. This is because we believe you are self-isolating (not able to leave home).

The test is only for people who have [symptoms of coronavirus](#) – whether that's you, or someone you live with. It cannot be given to children aged under 5.

It involves taking a swab sample from your nose and throat.

**You need to take the test in the first 5 days of having symptoms.** If possible, it's best to request a test kit in the first 3 days as it may take a day or two to arrive.

If your test result is negative, you can safely return to work, as long as:

- you are well enough
- you have not had a high temperature for 48 hours
- everyone in your home who has symptoms also tests negative


If your test result is positive, or someone you live with tests positive, you cannot return to work. You'll need to continue to self-isolate. [Read NHS advice about how long to self-isolate.](#)

If your condition gets worse, or you do not get better after 7 days, use the [NHS 111 online coronavirus service](#). Only call 111 if you cannot get help online. For a medical emergency, dial 999.

### Before you start

You'll need an email account that you can check regularly. If you do not have an email account, you'll need to create one to order a home test.

The home test kit is free. We will not ask you to give any bank details or credit card information.

 **Make sure you're happy for your test results to go to this email address. Do not use a work or shared email address unless you're comfortable with others seeing your results.**

Read the information on the home testing booking page:

- Who is eligible for a test, including the guidance for different age groups

Key information needed to complete the home test kit ordering process:

- An email address that you can access and check regularly

Click 'Start now' to begin the Home Test Kit ordering process

### Help using the service

If you have any questions, contact our Service Desk on 0300 303 2713.

Lines are open from 8am to 8pm and this is free to call from mobiles and landlines.

**Start now** >

## 2. Enter personal details

B

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**Your details**

**First name**

**Last name**

**Date of birth**  
For example, 27 3 1980

Day Month Year

**Address 1**

**Address 2**

**Town/City**

**Postcode**

**Mobile number**

**Email address**  
Enter your work email address if you have access to it. We will use this to send you a code to verify your identity. If you do not have access to your work email, enter your personal email address instead

**Continue**

Enter the personal details of the individual (with symptoms of coronavirus) to be tested:

**Name**

**Date of birth**

**Address where you are self-isolating and want to receive the test kit**

**Mobile number**

**Email address**

**Click 'Continue' to progress through the home test booking process**

# 3. Verify email address

C

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### Confirm your email

To continue, you must confirm your email address.

We'll send a confirmation code to Bsmithlonglonglong@email.co.uk

Send code

Click send code to receive a one-time email passcode

D

NHS

Jay Heal Difrent <jay.heal@nhs.uk>

### Your Coronavirus home testing email verification code

Key Worker Coronavirus home testing <key.worker.coronavirus.home.testing@notifications.service.gov.uk> 27 March 2020 at 14:20  
Reply-To: no-reply-key.worker.coronavirus.home.testing@nhs.uk  
To:

GOV.UK

Dear Bob Smith

Your one-time passcode is:

R6DQKVJP

Please enter this code into the form to continue with the order process.

Thank you,  
NHS-X

Locate the one-time password sent to your chosen email address

E

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### Confirm your email

We sent a confirmation code to Bsmithlonglonglong@email.co.uk

Enter the code to continue

Code

Confirm and continue

Enter the one-time code and click 'Confirm and continue'



## 4. Verify your identity (if applicable)

F

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**We could not confirm your details.**

To confirm your identity, we need to share the information you've given us with TransUnion. This will be used to check your credit information from one of the main credit reference agencies. This will enable us to confirm your identity to help prevent fraudulent use of testing services.

**This is not a credit check and won't impact your credit rating.**

If you do not want us to check your details with TransUnion, start again and choose to visit a drive-through test centre.

☒ Confirm my details via TransUnion

☐ Start again and choose to visit a drive-through test centre

[Continue](#)

**Click continue to proceed to the TransUnion Service or choose to book a drive-through test**

**If we are not able to confirm your details, we will need to complete a short verification through the TransUnion Service.**

**Alternatively, you can choose to request a test at a drive-through centre if you do not wish to complete the identity verification check**

G

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**We could not confirm your details.**

If you believe you may have entered your details incorrectly, please start again.

If you have already tried to re-enter your details, you unfortunately will not be able to order a Home Test Kit online.

Please start again and choose to visit a drive-through test centre.

[Next >](#)

**If we cannot verify your details, you will still be able to book a test by choosing the drive-through test centre option**

# 5. Provide details for ordering home testing kit(s)

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### Order testing kits

You can request up to 5 test kits for people in your household.

**!** Only request kits for people in your household who are displaying symptoms of coronavirus

| Age               | Administration                                |
|-------------------|---|
| 18+ years old     | Self-administer test (unless unable to do so) |
| 12 – 18 years old | Self-administer test with adult supervision   |
| 5 – 12 years old  | Adult to administer test on the child         |
| Under 5s          | Do not test using this test kit.              |

Call 111 if you're worried about a baby or child. If the baby or child seem very unwell, are getting worse, or you think there's something seriously wrong, call 999.

Do not delay getting help if you're worried. Trust your instincts.

Get more advice about [coronavirus in children](#).

Household member 1

First name

Last name

**Add person**

**Continue**

Up to 5 kits can be requested for people in your household who are showing symptoms of coronavirus

Note the age-related guidance for administering a test. Home test kits can only be used on people aged 5 years and older.

Add additional names by clicking the 'add person' button. When all individual's details have been included, click continue to view the order summary

I

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### Order summary

|                     |   |
|---------------------|---|
| Name                | Bob Smith                                     |
| Email               | Bsmithlonglonglong@email.co.uk                |
| Mobile              | 07771 900 900                                 |
| Delivery address    | Field House<br>Conduit Head Road<br>Cambridge |
| Number of test kits | 1   |

### Disclaimer

**!** By ordering a home test kit, I confirm that:

- the information I've provided is up-to-date and correct
- I agree with the [Terms and Conditions](#) and [Privacy Policy](#) of this service.
- I am happy to be contacted about my order.

☐ Yes, I confirm that all the above apply

**Place order**

Review the order summary, ensuring that details are correct.


Confirm you agree to the Terms and Conditions.

Place the order.



## 6. Receive order confirmation details

J

 COVID-19

### Home test kits ordered

We've emailed you a confirmation

#### What happens next


We'll send your coronavirus home test kit to you.

The test kit contains a swab, instructions on how to use it, and return packaging.

It should arrive at the address you gave us in the next 48 hours.

You'll receive email updates on the delivery status of your home test kit.

#### Once you get your test kit

 **Do not use the kit until you've read these steps**

Follow these steps, in this order:

1. **Book your free courier.** Do this as soon as possible, by following the instructions in your test kit. You'll need to go online between 8am and 4pm to book a courier to collect your kit.
2. **Register your kit online,** just before you do the test.
3. **Do the test** any time from 9pm the night before the courier is due to arrive, to 7am on the day the courier arrives.

#### Registering your test kit

After you've booked your courier, you'll need to register your test kit online.

Follow the instructions in your test kit to register it.

You must register the kit before the courier arrives.

A confirmation of your order will be displayed

We will send a confirmation email including details on next steps

K

Please take note of the instructions on the confirmation page.

It is important to carefully read and follow the detailed instructions included in the home test kit(s) when it arrives

### Using your test kit

Do the test any time from 9pm the night before the courier is due to arrive, to 7am on the day the courier arrives.

Follow the instructions (inside the test kit) on how to carry out the test.

You'll need to take a swab sample from your nose and throat.

Place the used test inside the return packaging. Seal it up and attach the return label.