

Training Requirements to Support Testing Modalities

Employer-led Supervised Self-Swab Training

Course Duration: 4 hours synchronous learning over Zoom. Conducted by HMI Institute

Overview

- The supervisory training in ART swab is 4 hours in duration and conducted via Zoom
- First class commenced on 18 June 2021 and the cost is \$0 as it will be free for 3 months (*18 June to 17 Sep*) for all to attend
- Certificate of attendance will be issued one month after the course.
- Learners can conduct ART Supervision Duties immediately after completing this 4 hours synchronous course (3 time slots: 8am-12pm, 2pm-6pm & 6pm-10pm).

Course Evaluation

As this is only a Certificate of Attendance but not a competency based course, HMI will use quiz to evaluate the level of understanding and reinforce the topics as required. There will be no formal assessment to be conducted.

Course Outline:



Adobe Acrobat
Document

ART Self-Swab
Supervisor Handout:



Adobe Acrobat
Document

Guidelines for Supervisors

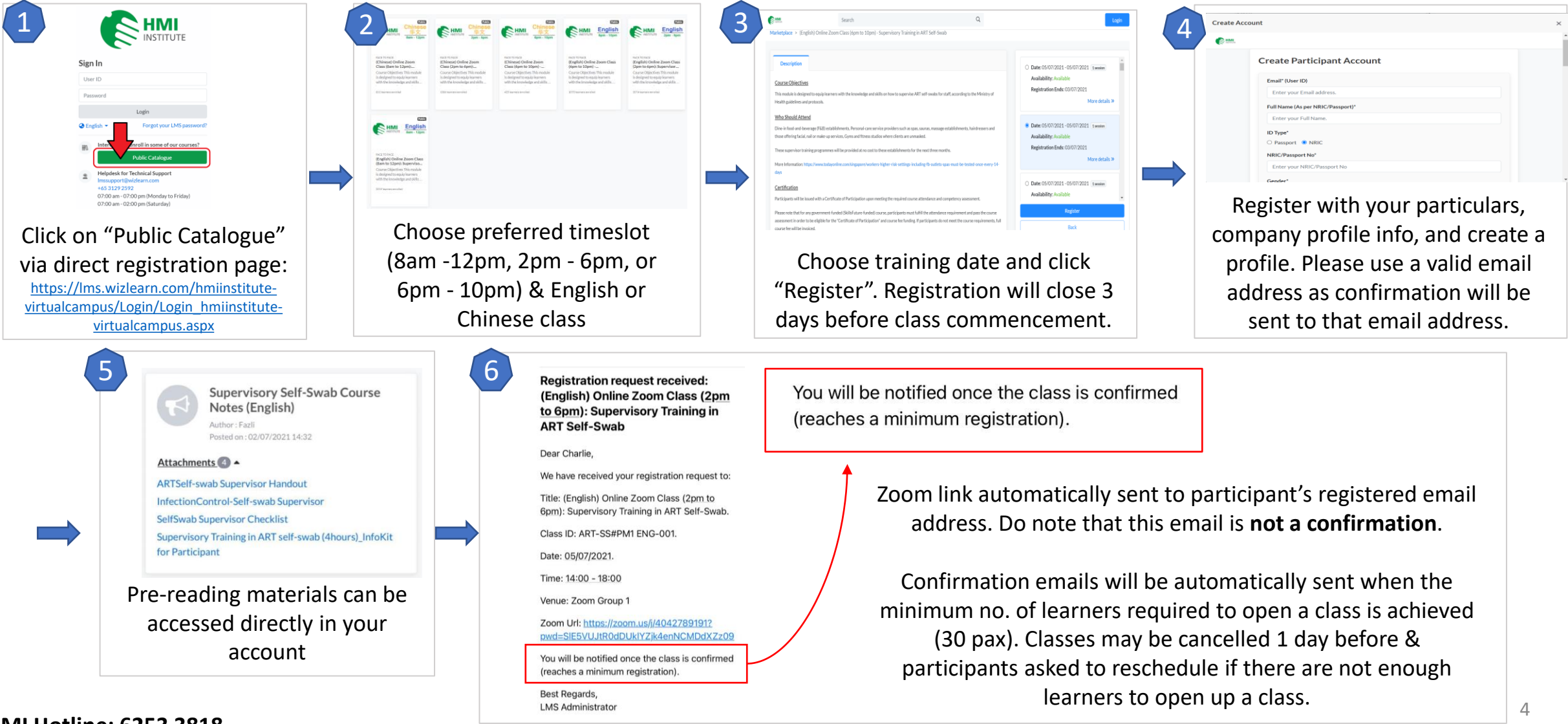
Additional requirements

- 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

Roles & Responsibilities of Site Supervisors

- Before commencing the swab process, supervisor need to ensure that workers:
 - Do not have any ARI symptoms
 - Do not have any nosebleed (past 24hrs), facial surgery (last 8 weeks), nasal surgery (last 4 weeks)
- Ensure IPC measures are observed (refer to slide 16)
- Ensure that self-swabbing and testing is done properly, e.g. through observation of the individuals performing the self-swab and testing.
- Ensure safe management measures (SMMs) are observed
- Attendance-taking and collection and documentation of results

Registration instructions can be found on <http://hmi-ihs.com/supervisory-training-in-art-self-swab/> (refer to the “How to register?” column on the right). User journey as follow:



Qualified persons are exempted from supervisory training for Employer-led Supervised Self-Swab

Who are considered qualified persons?

A “qualified person” means an individual who —

- (a) is a legally qualified medical practitioner;
- (b) is a qualified nurse⁽¹⁾;
- (c) has, after obtaining any of the following qualifications, acquired at least 3 continuous years of practical experience in clinical laboratory work in Singapore:
 - (i) a degree in Biomedical Science;
 - (ii) a degree or diploma in Medical Laboratory Science; or
- (d) has undergone training conducted by a specified training provider, in each of the following:
 - (i) to perform every type of regulated activity;
 - (ii) to supervise the carrying out of every type of regulated activity;

⁽¹⁾ “a qualified nurse” means a registered nurse or an enrolled nurse within the meaning of the Nurses and Midwives Act

(Cap. 209), who holds a valid practising certificate under that Act

Infection Prevention & Control Guidelines

Infection Prevention & Control Guidelines

Handwashing

8 STEPS TO CLEAN YOUR HANDS



Palm to palm



Between fingers



Back of hands



Base of thumbs



Back of fingers



Fingernails



Wrists



Rinse and wipe dry

- Wash your hands with soap and water (via the 8 simple steps)*

OR

- Rub hands with hand sanitiser for at least 30 seconds

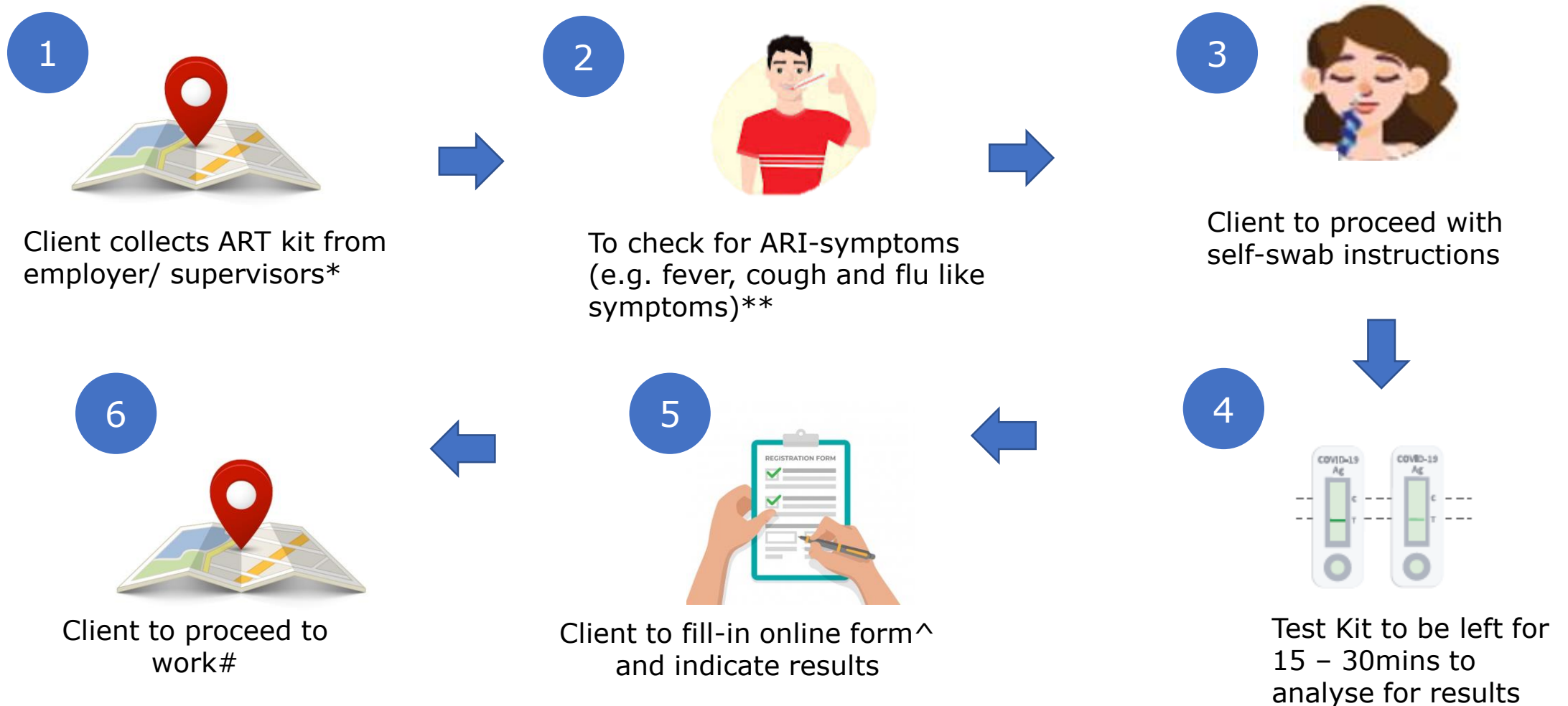
IPC Requirements for supervisors to note

- Don face shield & surgical 3-ply face mask
- To keep 3m distance from employee conducting self-swab
- Preferably to conduct self-swabs in an outdoor setting, or indoor with ample ventilation (open windows/doors and fans). It is not ideal to have air-conditioning at swab location and hence, air-conditioning to be switched off (where possible)
- There should be minimal items at the swab stations
- The individual should wipe down the swab station before and after swabbing. The supervisor/ trained swabber should also ensure that the wipe down of each station is done properly
- The flooring at swabbing zone should have a smooth surface (e.g. linoleum, vinyl finish, concrete, hard flooring) to facilitate ease of cleaning, such as mopping. The use of carpeted areas are strongly discouraged as it is difficult to clean and would have to be wet-vacuumed / deep cleaned / removed and discarded after the end of the operations. If not possible, carpeted areas must be covered with a smooth finish surface.
- The swab area should be properly cleaned at the end of the swabbing session for the day.
- Test kits must be disposed of in closed bins (e.g. pedal bins) and waste must be then be double-bagged and cable-tied before placing them at the disposal holding area (which must be located away from human traffic and public access to prevent unintended exposure and cross contamination)

*<https://www.who.int/publications/i/item/9789240021280>

Client Journey & ART Results Handling Workflow

Client Journey (**Self-Swab at Home**) (approx. 5-10 mins)



* Employer/ supervisor to check if client answers Yes to any of the following – (1) Any frequent nosebleeds?, (2) Any operations on face or nose? (3) Any tumors or cancers of nose and throat?, (4) Any facial skull or fractures? If so, they will be [contraindication workflow (Slide 27)],

** If client has ARI-symptoms, to proceed to nearest SASH-PHPC for ART-PCR swab test (as per workflow for ARI-patients)

^ If client does not have access or ability to complete the form at home, employers/ supervisors can assist to fill-in on their behalf with their consent

If AG+, the AG+ workflow in proceeding slides to kick-in

Client Journey (**Employer-led Supervised Self-Swab**) (approx. 10-15 mins)

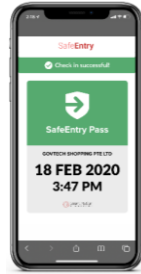
Green Zone Yellow Zone Red Zone

1



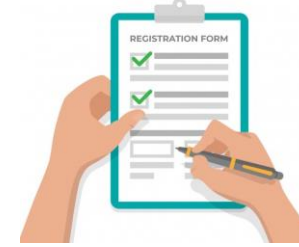
Client arrives

2

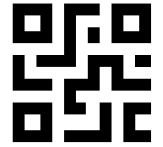


Temperature screening and TT SafeEntry check-in done*

3



When ready, client will proceed for registration, verification of personal information**



QR code for payment
(For Community Quick Test Centre)



4

Client will be directed to the supervised self-swab ART station. Disinfect area with alcohol wipes when self-swab is completed

5

Test Kit to be tagged and left at Result table for 15 – 30mins to analyse for results



6

Client to leave and do not need to wait for results. Be contactable via mobile for results#

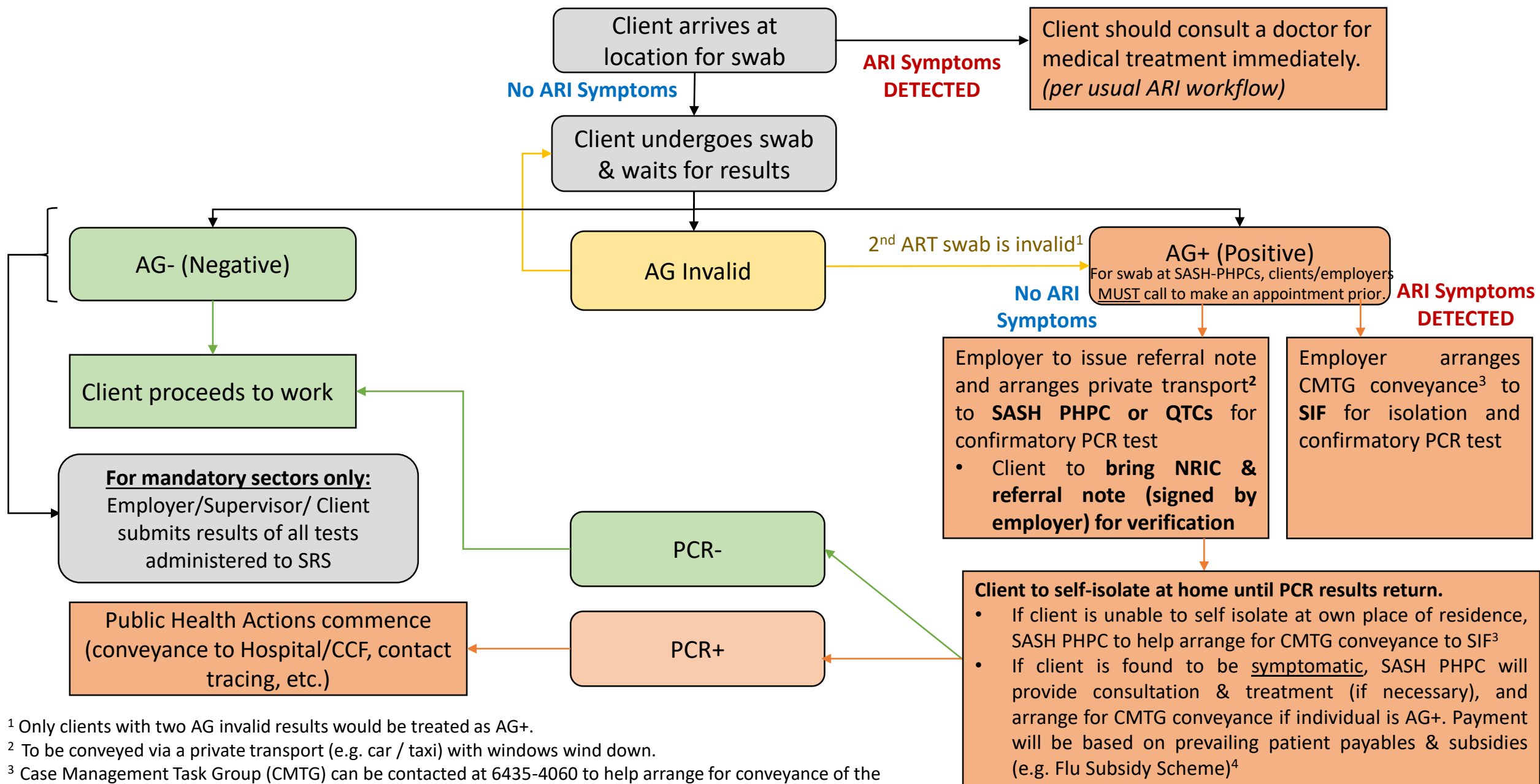


* If client has ARI-symptoms, on-ground staff to direct worker to nearest SASH-PHPC for ART-PCR swab test (as per workflow for ARI-patients)

** If client answers Yes to any of the following, they will be [contraindication workflow (Slide 27)] – (1) Any frequent nosebleeds?, (2) Any operations on face or nose? (3) Any tumors or cancers of nose and throat?, (4) Any facial skull or fractures?

If AG+, the AG+ workflow in proceeding slides to kick-in

Workflow 1: AG+ Results Handling Workflow – Conducted at Workplace (Supervised)



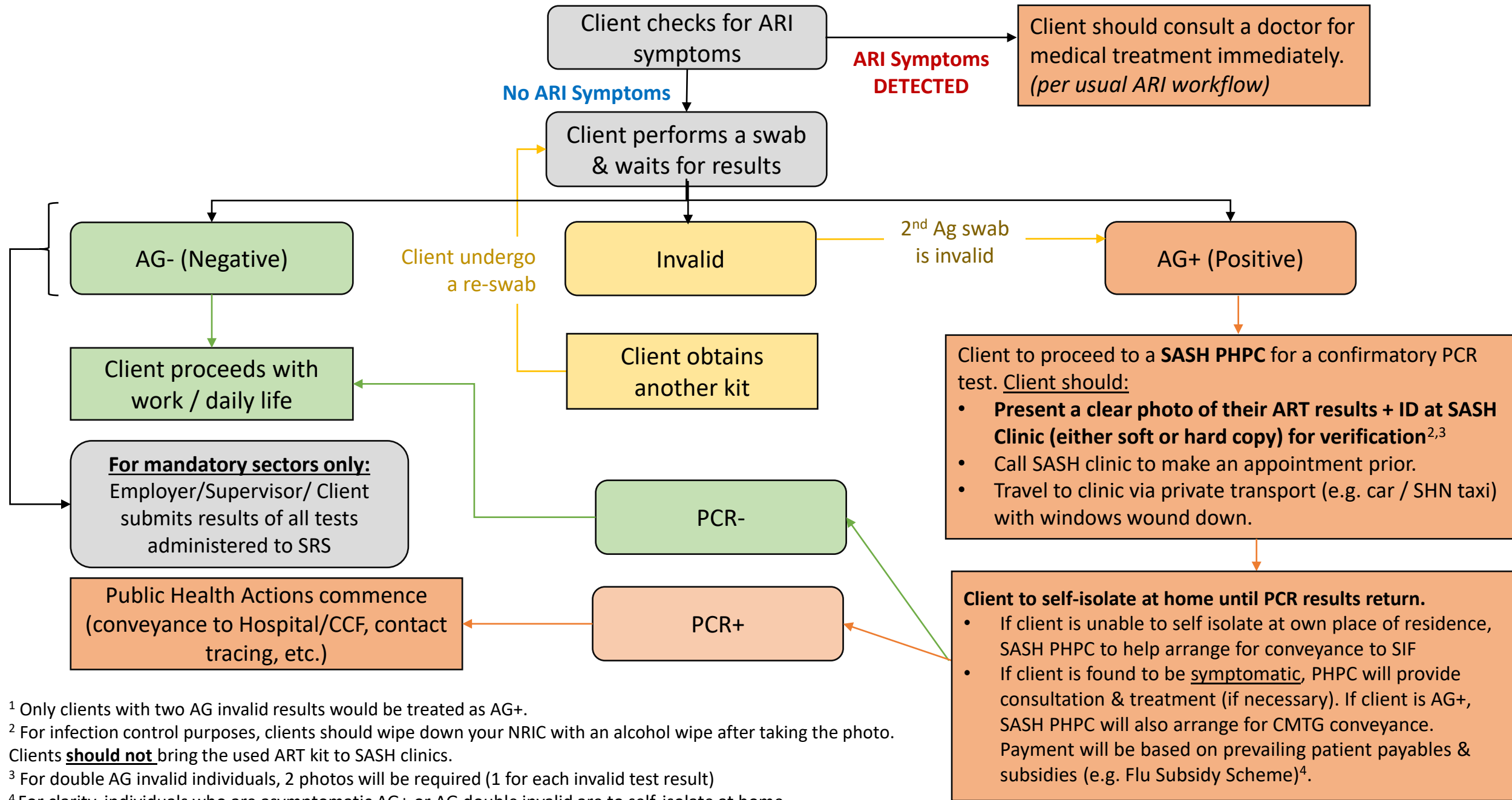
¹ Only clients with two AG invalid results would be treated as AG+.

² To be conveyed via a private transport (e.g. car / taxi) with windows wind down.

³ Case Management Task Group (CMTG) can be contacted at 6435-4060 to help arrange for conveyance of the individual to a Swab Isolation Facility (SIF)

⁴ For clarity, individuals who are asymptomatic AG+ or AG double invalid are to self-isolate at home.

Workflow 2: AG+ Results Handling Workflow – Conducted at Home (Supervised /Unsupervised)



¹ Only clients with two AG invalid results would be treated as AG+.

² For infection control purposes, clients should wipe down your NRIC with an alcohol wipe after taking the photo. Clients **should not** bring the used ART kit to SASH clinics.

³ For double AG invalid individuals, 2 photos will be required (1 for each invalid test result)

⁴ For clarity, individuals who are asymptomatic AG+ or AG double invalid are to self-isolate at home.

Management of an AG+/Double AG Invalid Individual

Upon receiving AG+/Twice AG Invalid results

- 1) For **SASH PHPCs**, clients/employers **must** call the clinic to make an appointment and confirm that they are able to obtain a confirmatory PCR test during their visit, before heading down to the clinic. The list of SASH PHPCs can be found at <http://phpc.gov.sg>.
- 2) AG+/Double AG Invalid individual should travel **via private transport (car or taxi) with the windows wound down (switch off air conditioning)**. In addition, individual should **wear a surgical mask** and **sit alone in the back seat (on the other side from driver)**
- 3) The following list of private transport service providers are available for booking. Transport cost would be borne by the client/employer.
 - a. Employers/workers are required to inform the hotline operator that the worker is going to a SASH PHPC for his swab test.
 - b. For booking through mobile app, employers/workers **must key “SHN” in the chat/note/comment box or check the SHN checkbox (if provided within the app)**.

S/N	Service Provider	Contact Number / Mobile Application	Est Booking Fees on top of metered fare
1	ComfortDelGro Taxi (Comfort & CityCab taxis)	6333 1133 or via ComfortDelGro app	Add Booking Fee \$2.30 to \$4.50
2	Trans-cab	6213 0997	
3	SMRT	6477 5971	
4	Prime	6776 7553	
5	Premier	6681 9462	
6	GrabSHN, Go-Jek, Ryde, MVL(TADA)	via respective providers' app	Flat fare based on app

- 4) Employer will be required to:
 - a. Have sight over the employees AG+/Double AG invalid results (it is not necessary for the employer to retain the photos of employees' test kit results and ID)
 - b. Issue the “Notification of Positive /Double Invalid COVID-19 ART Result” to individuals – hardcopy or digital copy [See PDF: *Annex III.. (22 Feb)*]
 - c. Inform individuals of their legal requirement to go for a confirmatory PCR test and self-isolate until they receive their PCR results.
 - d. Issue them a referral note (signed by employer) – hardcopy or digital copy [See PDF: *Confirmatory PCR..(30 May) (v3)*] for tests conducted at workplace, or ask employee to take a photo of their ART results + ID for tests conducted at home. Clients should present the document/photo for verification at the SASH clinic.
- 5) **Sector Leads and Employers should ensure that all AG+ individuals go for a confirmatory PCR swab.**



File



Adobe Acrobat
Document

Referral note for a Confirmatory PCR Test (For Workflow 1)



REFERRAL FOR CONFIRMATORY PCR TEST

Full Name: ABCDEF
(as per NRIC/FIN/ Passport)

NRIC/FIN/Passport Number: S1234567A

Date & Time of Test: 22/10/2020, 16:45

Type of COVID-19 Test: Antigen Rapid Test

Brand of COVID-19 Test: BD Veritor/ SD Biosensor/ Standard Q/ Panbio

COVID-19 Test Result: ANTIGEN POSITIVE / INVALID¹

To whom it may concern,

The abovementioned is required to obtain a Government-funded COVID-19 polymerase chain reaction (PCR) test* to confirm if he/she is infected with COVID-19.

2. For further details, please contact:

- i. [Name of employer/contractor (and branch if applicable), email, phone number]; and/or
- ii. [Name of Antigen Rapid Test Provider (and branch if applicable), email, phone number]

Stamp/Signature/Date

Name and Designation of Swab Supervisor/Trained Swabber:

Name of Antigen Rapid Test ("ART") Provider/Worksite (including branch if applicable):

Name of Employer/Contractor (including branch if applicable):

• Pls indicate "name of employer and contact details" and "name of ART provider and contact details" (if applicable)

• To be signed off by employer

• Indicate "Name of trained supervisor"

• Pls indicate name of worksite (e.g. JEM Shopping Mall, XXX Shipyard, etc.)

• Pls indicate company name

*Confirmatory COVID-19 PCR tests for ART-positive and ART-invalid results are available at Swab-and-Send-Home (SASH) Public Health Preparedness Clinics (PHPCs), fully subsidised by the Government. A list of SASH PHPCs can be found at <http://phpc.gov.sg>. Individuals **must** call the clinic to make an appointment and confirm that they are able to obtain a confirmatory COVID-19 PCR test during their visit. Confirmatory COVID-19 PCR tests can also be obtained from non-SASH PCR test providers at the individual's own expense. Individuals **must** self-isolate at home until notification of a negative COVID-19 test result.

¹An "ART invalid" test result means that the sample(s) has been tested twice and in both instances, there was no



Adobe Acrobat
Document

Ground Operations & Recommended Site Layout Templates

Proposed Operational Workflow for Supervisor-led Self Swab on D-Day [1/3]

- 1) Prior to arrival at the swab site, SafeEntry and temperature taking should be done. **Individuals with acute respiratory infection should be denied entry and asked to see a doctor immediately. Individuals with Contraindications will be assessed accordingly (slide 27).**
- 2) Each individual is to be registered upon entry. Please ensure that Safe Management Measures (SMMs) are in place during the registration process.
- 3) The following items should be pre-placed at each swab station:
 - A small standing mirror (for individuals to administer self-swabs);
 - A box of 70% alcohol wipes for wipe down of the mirror and the environment before and after swabbing;
 - A bottle of hand sanitizer; and
 - A Ziploc bag containing 1 swab stick, 1 reaction tube and 1 test device required for ART. The ziplock bag with test kits could also be handed to the individual at registration.
- 4) Instruction cards / infographics can be displayed at the front of swab site at line of sight to the individuals.

Proposed Operational Workflow for Supervisor-led Self Swab on D-Day [2/3]

Activities at the swab stations

- 1) Individuals to perform hand hygiene before commencing swabbing.
- 2) Individuals to carry out self-swab. After the testing has been done, the swab stick, reaction tube and the test device may then be placed into the Ziploc bag (with client ID) and the Ziploc bag sealed. The test device should be laid flat and the results may be read in 15- 20 mins. Please refer to the manufacturer's instructions on the exact steps to conduct the test (**test kit dependent**).
- 3) Dispose the Ziploc bag that contains the swab stick, the reaction tube, into bins (double bagged and with cover/lid).
- 4) Individuals are to wipe down the swab station (including the table and the mirror) with the 70% alcohol wipes and perform hand hygiene before leaving the swab station. Infographics on how to perform proper hand hygiene may be laid out. Individual proceeds to work*
- 5) Follow-up actions for AG+ individuals should be taken accordingly.

** Individual can return to work without waiting for the results if CONOPs allow. They will still be contactable for the appropriate workflow when the results are out*

Handling Contradiction

If workers had any of the following:

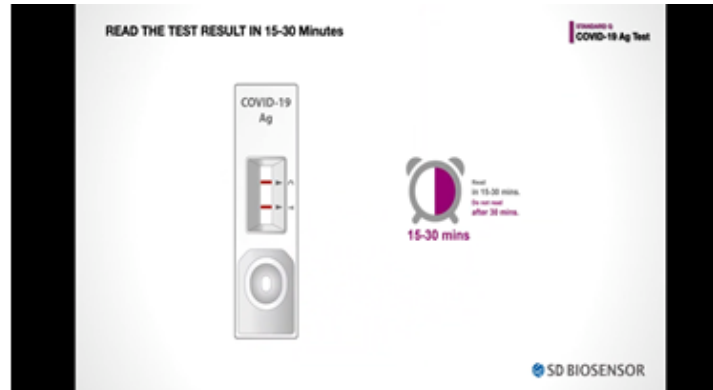
- Nosebleed in the past 24 hours
- Nasal surgery in the last 4 weeks
- facial surgery in the last 8 weeks

Please do not perform the ART self-testing at home. Instead, please refer the worker to visit the doctor to have the test performed

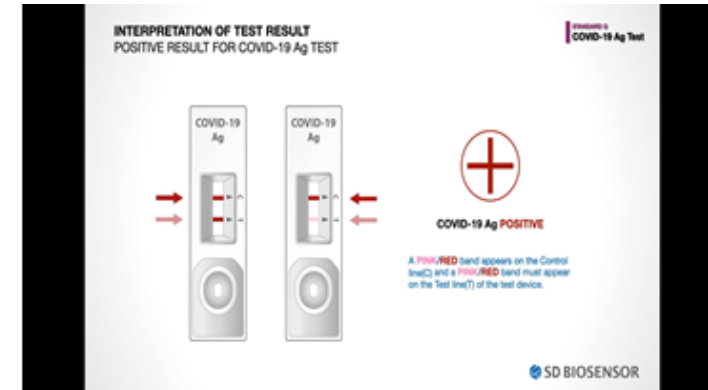
The workers may visit <http://phpc.gov.sg> to find a list of clinics close to their workplace or home

Result Interpretation using SD Bio Sensor

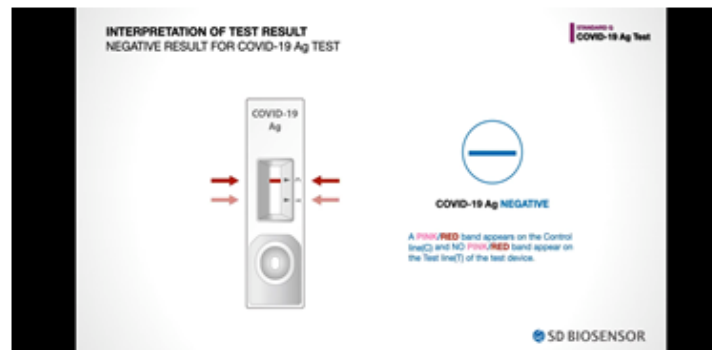
Please note that the lines on the test cassette will appear in 15 min after you have added the specimen buffer in the test well. Do not read it after 30 min.



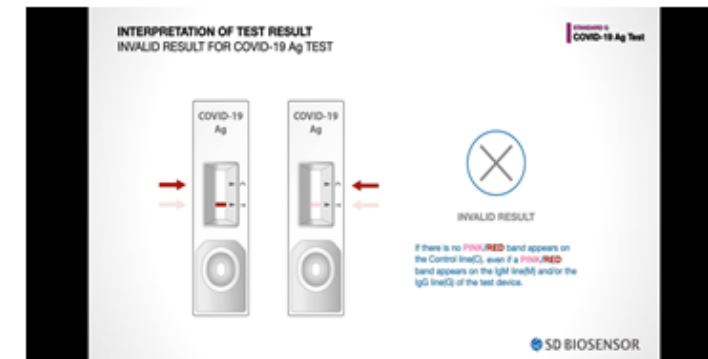
Start timer and line(s) should appear in 15-30 min.



If 2 red lines appear (Control & Test), client's result is Ag+.



If only a pink/ red line appears at Control, client's result is Ag-.



If there is no pink/ red line shown at Control, client's result is invalid. Client will need to redo the test using a fresh kit.

Proposed Site Layout for Supervisor-led Self Swab

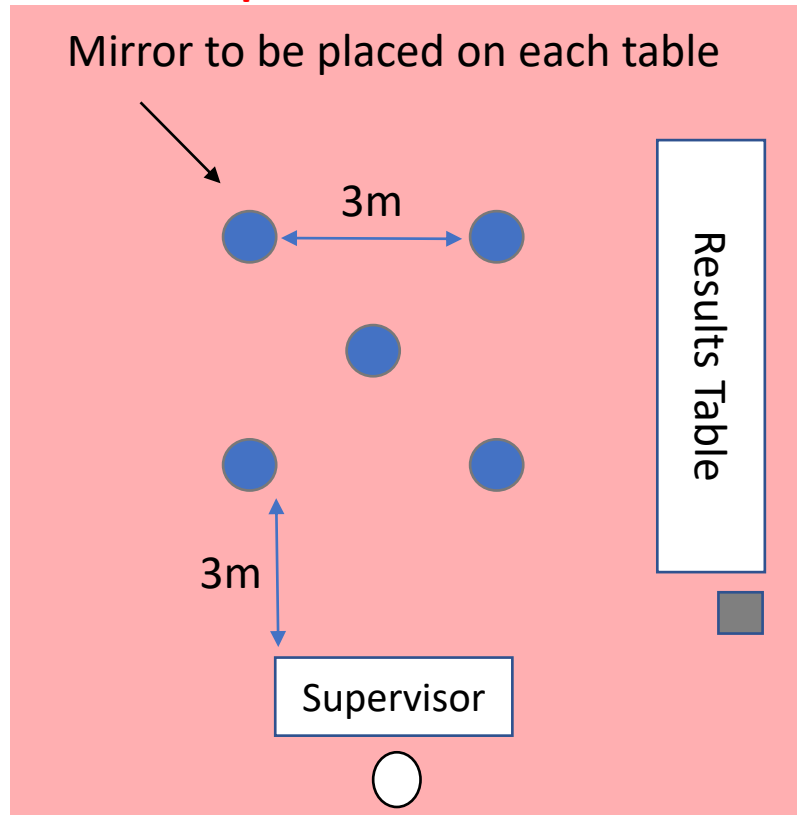
IPC Requirements for all

- Hand wash & Hand Rub before and after test
- Wipe down of swab stations before and after every test

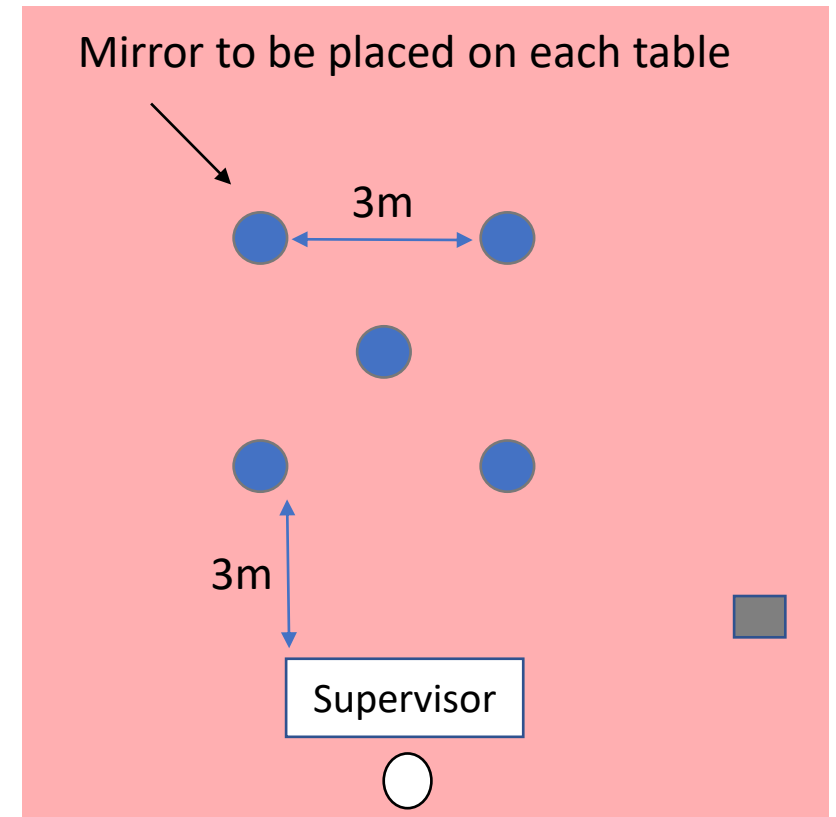
IPC Requirements for supervisors (refer to slide 16)

- Don face shield & surgical 3-ply face mask
- To keep 3m distance from employee conducting self-swab
- Preference for self-swab to be conducted in an outdoor setting or indoor with ample ventilation (open windows/doors and fans)

Option 1: Swab and Go



Option 2: Swab and Hold for Results



If the ART tests are read at a central testing area, the test devices will need to be labelled clearly to avoid mix-up. The central testing area must be wiped down after each batch of tests are read.

Legends	Descriptions
	Chairs with Tables (non-absorbent) and Small Mirror (instructions poster to be included)
	Tables
	Dustbin (double-lined, preferably with a lid/cover)

Recommend 1 Supervisor : 5 clients (per cycle)

Storage Guidelines for Kits



BD Veritor Plus System



SD Biosensor Standard Q











Panbio Covid-19 AG

*[Majority Stock for Workplace ART Operations]
17 x 7.1 x 23.5 cm (~0.39kg)*

- Storage temperature requirements - 2-30 degree Celsius
- Indoor, within an air-conditioned room where available
- Pallet size 40 x 48 inch / 122 x 108 cm (height clearance – approx 1.8-2M)
- Per Pallet –
 - BD - 4,320 Tests
 - Bio Sensor – 9,000 Tests
 - Pan Bio - 9, 600 Tests
- Per box - 25 Tests for SD BioSensor & PanBio; 30 Tests for BD

Individual Items in SD Biosensor Box

Items in one box	SD Biosensor Standard Q	Qty	Needed for Individual Testing?
Test Device (wrapped individually in foil pouch with desiccant)		25	Yes - to break bulk
Sterile Swab Stick		25	Yes - to break bulk
Nozzle Cap		25	Yes – to break bulk
Extraction buffer tube		25	Yes – to break bulk
Buffer Tray		2 trays	No – not essential to individual testing, not required to break bulk (This is to hold the extract buffer tubes in a mass swab setting.)
Plastic Film		1	No – not essential to individual testing, not required to break bulk (This is to cover the test device to prevent contamination by dust in a mass swab setting. If the individual's swab setting is generally dusty, the test device may be protected by using a sterile clear plastic bag.)
Standard COVID-19 Ag+ Positive Control Swab		1	No – not essential to individual testing, not required to break bulk (This is a control swab manufactured to verify the user's ability to properly perform the test and interpret the results.)
Standard Respiratory Negative Control Swab		1	No – not essential to individual testing, not required to break bulk (This is a control swab manufactured to verify the user's ability to properly perform the test and interpret the results.)

Handling of Data & Result through Swab Registration System (SRS)

SRS workflow for Supervised Self-administered ART

- ✓ Leverage existing SRS PCR ecosystem with sector leads and companies
- ✓ Reporting module already available and used by sector leads



Available from 12 June

Pre-setup

1. Creation of System user accounts by Sector leads

- Sector leads can manage the company accounts
- Existing companies can use their existing SRS accounts



SRS user guide:

Microsoft
PowerPoint Presentat

1. Client performs swab

Test Results

- Supervisor records results on excel
- Upload excel to SRS **NEW**
- Reports **NEW** for attendance and results

- Excel sheet with nominal roll can be prepared beforehand with list of clients
- To pay attention for AG+ results
- AG- results to be mass filled through dragging
- Sector leads can see attendance and results for their companies

Notification

SMS sent by SRS

Data Preparation before Swab Ops (Supervised Self-Administered ART)

- 1) A nominal roll of the individuals going for the ART tests should be prepared beforehand.
- 2) The nominal roll should be used for registration of attendance and recording of the ART Results (Positive or Negative). A sample template of the nominal roll format is as attached.
- 3) The nominal roll will need to be uploaded into HPB's SRS System. The details and specific steps on how to ingest the attendance and results into SRS will be advised by HPB separately.

Template 1 – 10 compulsory fields

UEN *	Identification Number *	Nationality *	Contact No (Singapore Mobile Number e.g. 91234567) *	Date of Test (YYYYMMDD) *	Time of Test (24hr Format HH:mm) *	Test Brand *	Test Type *	Test Result *	Reason for Test *	For Official Use Only Remarks	For Official Use Only Use Case
Sample entry row: T08GB0014L	F1234567D	MALAYSIAN	91234567	20210601	15:30	BD VERITOR	ART	NEGATIVE	Supervised Test	Sample official remarks	Sample official use case



Template 2 – 18 compulsory fields

Identification Number *	ID Type *	Country of Issue *	Full Name (as in ID) *	Date of Birth (YYYYMMDD) *	Gender (M/F) *	Nationality *	Contact No *	Postal Code *	Street Name *	Level No	Unit No	Date of Test (YYYYMMDD) *	Time of Test (24hr Format HH:mm) *	Test Brand *	Test Type *	Test Result *	Reason for Test *	For Official Use Only Remarks	For Official Use Only Use Case
S1234567D	NRIC	Singapore	John Tan	19880101	M	Singaporean	91234567	123456	Sesame Street	02	02	202100531	09:0	BD Veritor	ART	Positive	Supervised Self-administered		



**SRS accounts will be created for Sector Leads (SLs) by HPB. SLs to create accounts for companies*

Standard Notification for Display Use (For Companies)

Purpose: The standard notification will be used as part of the instructions to the companies (communicated via SLs) to notify the employees that their employees will be collecting their Personal Data and FET results to submit to HPB and the Singapore Government.

Use: Companies are to print and put up copies of the Standard Notification at prominent spots where the employees will be able to read the notification statement prior to them doing the FET swab.



Standard
Notification (For Companies)

NOTIFICATION ON DATA COLLECTION FOR "FAST AND EASY TESTING"

This testing is conducted to collect the following data ("**Data**") required to support the Singapore Government's "Fast and Easy Testing" initiative ("**FET**"), which includes Antigen Rapid Test ("**ART**") or Breathalyser for the prevention and management of COVID-19 in Singapore:

1. Identification Number;
2. ID Type;
3. Country of issue;
4. Full Name (as in ID);
5. Date of Birth;
6. Gender;
7. Nationality;
8. Contact Number;
9. Postal Code;
10. Street Name;
11. Level Number;
12. Unit Number;
13. Date of Test;
14. Time of Test;
15. Test Brand;
16. Test Type;
17. Test Result;
18. Reason for Test

Please note that the set of Data to be collected may be subject to further adjustments.

By taking this test, you acknowledge that this Data is submitted to the Health Promotion Board ("**HPB**") and the Singapore Government for these purposes ("**Purposes**"):

- (a) to undertake public health measures to prevent and contain COVID-19 spread, such as contact tracing, work place safe distancing measures, etc.
- (b) to provide services to the person tested; and
- (c) to undertake any other legally permissible purposes for the delivery of government services and performance of public functions.

Where necessary, this Data may also be disclosed to employers to assist with the Purposes above.

HPB will protect your information according its Privacy Policy, set out in <https://www.hpb.gov.sg/privacy-statement>.

This notification may be revised by HPB from time to time according to requirements. The latest update can be found on <https://go.gov.sg/standardnotification-fet>

Terms & Conditions for Mobile SRS (mSRS)

Purpose: Similar to the Standard Notification, the T&Cs will be used in the mSRS as this involves the direct use of an IT system for data submission by the employees.

Use: SLs are to inform companies about the T&Cs which employees' Personal Data and FET results will be collected and submitted to HPB and the Singapore Government through mSRS.



TERMS AND CONDITIONS

This <System/App> collects data ("Data") required to support the Singapore Government's "Fast and Easy Testing" initiative ("FET"), which includes Antigen Rapid Test ("ART") or Breathalyser for the prevention and management of COVID-19 in Singapore:

1. Identification Number;
2. ID Type;
3. Country of issue;
4. Full Name (as in ID);
5. Date of Birth;
6. Gender;
7. Nationality;
8. Contact Number;
9. Postal Code;
10. Street Name;
11. Level Number;
12. Unit Number;
13. Date of Test;
14. Time of Test;
15. Test Brand;
16. Test Type;
17. Test Result;
18. Reason for Test

T&Cs for mSRS

Please note that the set of Data to be collected may be subject to further adjustments.

By using this <System/App>, you acknowledge that this Data is submitted to the Health Promotion Board ("HPB") and the Singapore Government for these purposes ("Purposes"):


- (a) to undertake public health measures to prevent and contain COVID-19 spread, such as contact tracing, work place safe distancing measures, etc.
- (b) to provide services to the person tested; and
- (c) to undertake any other legally permissible purposes for the delivery of government services and performance of public functions.

Where necessary, this Data may also be disclosed to employers to assist with the Purposes above.

HPB will protect your information according its Privacy Policy, set out in <https://www.hpb.gov.sg/privacy-statement>.

HPB reserves the right to change, modify or supplement the Terms and Conditions at its discretion and at any time, by posting the changed, modified or supplemented Notification Statement on or through [System/App], or through such other means as we may deem appropriate. Your continued use of [System/App] following the posting of any change, modification or supplement will constitute your acceptance of such change, modification or supplement.

SRS Web Interface for Supervised Self-administered Test (Workplace)

 Ready for pilot
from 22 June

1. Client performs
swab

Test Results

Client entered

- Client logs into SRS with link provided by sector lead/ company
 - Mobile number w OTP
 - Personal details (will be remembered for subsequent logins)
 - Test Result

Supervisor entered on behalf of client (who may not be IT savvy or cannot access IT system or **Supervised Self-administered Test**)

- Supervisor logs into SRS with link provided by sector lead/ company,
 - Mobile number w OTP
 - Supervisor details (will be remembered for subsequent logins)
 - Enter Client Personal details (or **Scan QR code of client**)
 - Test Result

Notification
SMS sent by SRS



Microsoft

PowerPoint Presentati

Sector Leads can see attendance and
results for their companies

Screenshots of SRS Web Interface

Creation of Profile & Keying-in Personal Results

Generic Link for Employees Profile Creation:

<http://go.gov.sg/srs-profile>

The screenshot shows the 'COVID-19 Testing Portal' with a form for profile creation. The form includes fields for ID Type (dropdown), ID (text), Mobile Number (text), and OTP (text). A 'SEND OTP' button is next to the Mobile Number field. Below the OTP field is a 'VERIFY' button. A green message states 'OTP sent to 91234567'. To the right of the form is a section titled 'Content to be finalised' with placeholder text and an illustration of a person at a COVID-19 rapid test station. At the bottom, there are links for 'Contact Us', 'Feedback', 'Report Vulnerabilities', 'Privacy', and 'Terms of Use', along with a copyright notice for 2020 Government of Singapore.

- Profile is tied to NRIC + Mobile Number
- Mobile Number can be the same for different profiles (e.g. husband & wife sharing a phone)

The screenshot shows the 'Your Profile' page with a form containing personal details. The fields are: Full Name (Harmen Porter), ID Type (NRIC), NRIC/FIN (S9384752T), Country of Issue (SINGAPORE), Date of Birth (29 AUG 1964), Gender (Male selected), Mobile Number (91234567), Nationality (SINGAPOREAN), Postal Code (777777), Block/Street Name (BLK 111 ANG MO KIO AVE 9), Building/House Number (111), and Unit Number (11). An 'UPDATE' button is at the bottom. Below the form is a QR code with the text 'Show this QR Code to identify yourself for Covid-19 Testing'. At the bottom, there are links for 'Contact Us', 'Feedback', and a copyright notice for 2020 Government of Singapore.

- Fields required same as Nominal Roll

- QR code will be generated upon submission of data (i.e. profile created)

The screenshot shows the 'Add Test Results' page. It includes a header with the Singapore Government Agency Website logo and a menu icon. The main content area has a form with the following fields: 'Hi, Harmen' (text), 'Test Reason' (dropdown with 'UN-SUPERVISED ART' selected), 'Test Kit Brand' (dropdown with 'BD VERITOR' selected), 'Test Date/Time' (text with a calendar icon, showing '2021-06-07 14:54'), and 'Test Result' (dropdown with 'NEGATIVE' selected). At the bottom are 'Cancel' and 'Submit' buttons. The footer contains links for 'Contact Us', 'Feedback', 'Report Vulnerabilities', 'Privacy', 'Terms of Use', and a copyright notice for 2020 Government of Singapore.

- Personal details remembered for subsequent login
- Key in results

Screenshots of SRS Web Interface

Submission of Results – Supervised Version

Swab Supervisor
logs into their
SRS Web profile



A Singapore Government Agency Website

Add Test Results ≡

Hi, Sherman

Test Reason *
SUPERVISED ART

Test Kit Brand *
BD VERITOR

SCAN QR Code

Test Date/ Time *
2021-06-07 14:54

Test Result *
-- Please select a value --

[Cancel](#) [Submit](#)



A Singapore Government Agency Website

Add Test Results ≡

Hi, Harmen

Test Reason *
SUPERVISED ART

Test Kit Brand *
BD VERITOR

SCAN QR Code

Full Name *
Harmen Porter

NRIC/ FIN *
S9384752T

Mobile Number
91234567

Test Date/ Time *
2021-06-07 14:54

Test Result *
NEGATIVE

[Cancel](#) [Submit](#)

- Swab supervisor to verify client's details before submitting results

Covid-19 Testing Portal

[Contact Us](#) [Feedback](#)

[Report Vulnerabilities](#)

[Privacy](#)

[Terms of Use](#)

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Last Updated 27 Oct 2020

Covid-19 Testing Portal

[Contact Us](#) [Feedback](#)

[Report Vulnerabilities](#)

[Privacy](#)

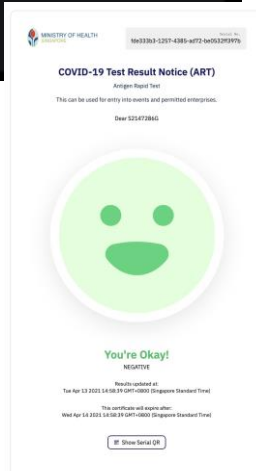
[Terms of Use](#)

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Last Updated 27 Oct 2020

SMS Notification to Clients

AG NEGATIVE

Dear F****289U, your ART result is
NEGATIVE for the test performed on
11-Jun (Fri) 11:35 AM.
This result is uploaded by
(BULKHEAD PTELTD)



AG INVALID

Dear F****514U, your ART result is
INVALID for the test performed on
11-Jun (Fri) 11:35 AM. You will be
required to do another ART.
If this is your 2nd INVALID result,
you may have COVID-19 infection
and require a PCR test which your
company will arrange. After your
PCR test, pls self-isolate till results
are out.
Result Link:
([https://checker-staging.covid-ops
.gov.sg/?serial_no=ea30c4c0-0faf
-4187-9c8a-6bbaf0a3cc](https://checker-staging.covid-ops.gov.sg/?serial_no=ea30c4c0-0faf-4187-9c8a-6bbaf0a3cc))
This result is uploaded by
(BULKHEAD PTELTD)

COVID-19 Test Result Notice (ART)

Antigen Rapid Test

For patients with respiratory
infection, it is a legal requirement
to stay home until you receive
your PCR results.

Dear F6689514U



You need a
retest.

INVALID

AG POSITIVE

Dear F****289U, your ART result is
POSITIVE for the test performed on
11-Jun (Fri) 11:45 AM.
You may have COVID-19 infection
and require a PCR test which your
company will arrange. After your
PCR test, pls self-isolate till results
are out.
Result Link:
([https://checker-staging.covid-ops
.gov.sg/?serial_no=3fa5e7c3-9ce4
-4307-b27e-fe169ba6b386](https://checker-staging.covid-ops.gov.sg/?serial_no=3fa5e7c3-9ce4-4307-b27e-fe169ba6b386))
This result is uploaded by
(BULKHEAD PTELTD)

COVID-19 Test Result Notice (ART)

Antigen Rapid Test

For patients with respiratory
infection, it is a legal requirement
to stay home until you receive
your PCR results.

Dear F1928289U



You need a
retest.

POSITIVE

Creation of SRS Accounts for Sector Leads

HPB can assist to create 3 accounts for Sector Leads, with the below information.
Sectors Leads are required to complete the Data Confidentiality Form ([see PDF](#)) for accounts to be created

* Full Name	* NRIC/FIN	* Email Address	* Mobile No.	* Job Title/ Designation



Adobe Acrobat
Document

Educational Collaterals

Step-by-step Guide for Self-Swab (Supervised & Home)

SELF-SWAB INSTRUCTIONS

DO NOT PROCEED IF:



Nosebleed in the past 24 hours



Nasal surgery in the last 4 weeks



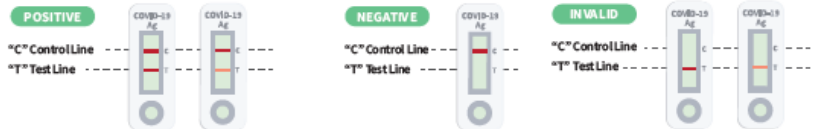
Facial injury in the last 8 weeks

SWABBING PROCEDURE

- 1 Please clean your hands before starting the test.
- 2 Before starting the test, please take out one swab stick, one reagent tube and one cartridge. Loosen the cap of the reagent tube and take out the cartridge from its packaging.
- 3 Remove swab stick from package.
- 4 Insert the swab stick into the nostril (~2.5cm). Twirl the stick 5 times and leave it in for 5 seconds.
- 5 Repeat for the other nostril with the same swab.
- 6 Insert swab stick into the reagent tube. Plunge the swab up and down for 15 seconds.
- 7 Squeeze the reagent tube when extracting the swab.
- 8 Close the cap of the reagent tube firmly. You should hear a "click" sound.
- 9 Use your finger to gently tap the side of the tube a few times. This helps to mix the solution.
- 10 Place 3 drops onto the sample well of the test cartridge.
- 11 Wait for 15mins before checking the results on the test cartridge. Please keep the cartridge on a flat surface during this time.
- 12 Read the results on the test cartridge. If you see a line appearing at both the "C" and the "T" position, this indicates a positive test. Please call the hotline number immediately.
- 13 Dispose all used swab sticks, reagent tube and test cartridge into the biohazard bag.
- 14 Clean your hands after the test.

If you see a line appearing at only the "C" position, this indicates a negative test.

If you see a line appearing at only the "T" position, the test is invalid. Please repeat the test on another test kit, and inform the GQF staff if you need more test kits.



You may also refer to this QR code for video instructions



- ART Guides
 - Go.gov.sg/pet (Section 6)
- Double – Swab Video (upcoming)
- Self-swab instructions poster

Test Kit	Self-Swab Instructions Poster
SD Biosensor	Adobe Acrobat Document
BD Veritor	Adobe Acrobat Document
Abbott Panbio	Adobe Acrobat Document

QR code links to an interactive site:
<http://go.gov.sg/art-instructions>

Simple Guide to ART Self-test Kits



YOUR SIMPLE GUIDE TO ANTIGEN RAPID TEST (ART) SELF-TEST KITS



The **ABCDs** of ART self-test kits

Antigen Rapid Test (ART) self-test kits are made available to be purchased over the counter for individuals who are worried that they may have COVID-19 and want to put their mind at ease. ART screens for SARS-CoV-2, a virus that causes COVID-19. It is a quick screening tool to pick up any possible infection early. The test is easy to do and safe, taking only less than 20 minutes.

Here's a simple way to remember the ABCDs of ART self-test kits:

Act

Act if you are worried that you may have COVID-19. Get at least two ART self-test kits to stock up at home just in case you need it.



If you are invited to go for any COVID-19 tests by MOH, please follow MOH's instructions on the testing requirements.



If you have any acute respiratory infection (ARI) symptoms such as fever, cough, flu, or runny nose, please visit a Swab And Send Home (SASH) clinic listed on phpc.gov.sg to seek medical attention immediately and do not perform any ART self-testing.



Please do not perform the ART self-testing at home if you have had any of the following:

- Nosebleed in the past 24 hours; or
- Nasal surgery in the last 4 weeks or facial surgery in the last 8 weeks.

Instead, please visit a licensed ART provider* to have your test performed by a professional. Please call ahead to make sure the ART provider is able to provide a private-paid ART for you.

*The list of swab providers can be found at go.gov.sg/swabproviders

Be Informed

Be Informed and read through clearly how to use the ART self-test kits correctly, according to manufacturers' instructions. Instructions and requirements will vary with the brand of test kits used.

Before you perform the test, please ensure the following:



You are in a well-ventilated room, away from others.



Find a flat surface to place your cartridge, you may need a mirror and a timer to guide you.



The surfaces used can be easily cleaned and wiped down e.g. your bathroom may be a good place to conduct the test.

English:



Adobe Acrobat
Document

Mandarin:



Adobe Acrobat
Document

Malay:



Adobe Acrobat
Document

Tamil:



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Document

End of Playbook