

**Specimen Collection Kit for investigating patients with suspect COVID-19
Emergency Department, Outpatients and Inpatients**

***DO NOT USE PNEUMATIC TUBE**
For ANY clinical specimens
of patients under investigation for
COVID-19

******NOTE THERE ARE 2 DIFFERENT KITS AVAILABLE******

Contents of kit #1:

- One Universal Transport Media (UTM) kit (includes 1 fiber tipped plastic FLOQ swabs and 1 UTM transport media tubes)
- Instructions for specimen collection
- PHOL requisition form (highlighted areas **MUST** be completed – including hospitalized or outpatient, recent travel history, upper respiratory tract infection or lower respiratory tract infection/pneumonia, febrile or afebrile, other major symptoms and risk factors.)

Contents of kit #2:

- One Universal Transport Media (UTM) kits (includes 2 fiber tipped plastic FLOQ swabs and 1 UTM transport media tubes).
- Use the small skinny tip for Nasopharyngeal collection, discard the unused larger tip swab
- Use the larger tip or the small skinny tip for Throat collection, discard the unused swab
- Once collected place only one swab per UTM tube
- Instructions for specimen collection
- PHOL requisition form (highlighted areas **MUST** be completed – including hospitalized or outpatient, recent travel history, upper respiratory tract infection or lower respiratory tract infection/pneumonia, febrile or afebrile, other major symptoms and risk factors.)

Recommended Specimens for Collection for patients under investigation (inpatient or outpatient):

(1) Nasopharyngeal (NP) swab in Universal Transport Media

If unable to obtain, collect:

(1) Throat swab in Universal Transport Media

Optional (collect into sterile container):

- Expectorated sputum
- Endotracheal tube aspirate
- Bronchoalveolar lavage
- Bronchial washing

Instructions for Ordering


1. Complete PHOL requisition form for COVID-19 testing
2. If box checked “yes” that patient will or is hospitalized (section 9), microbiology will automatically add on in house testing for influenza A, influenza B and RSV. If this section is not checked or checked “no” then microbiology will not add on testing.

Instructions for Specimen Transport to the Laboratory

1. **MUST label each swab with site of collection i.e. NP or throat**
2. Place each tightly sealed specimen in a separate biohazard bag and then place in biohazard bag with the fluorescent green sticker on it and seal the bag.(ie. double bagged)
3. Place completed PHL requisition in the outer pocket of the biohazard bag.
4. **Hand deliver all specimens. DO NOT SEND WITH PNEUMATIC TUBE.**
5. If required, specimens should be stored at 4°C in a refrigerator.

Instructions for Collection of Nasopharyngeal (NP) Swabs

1. DO NOT USE EXPIRED KITS.
2. Open and aseptically remove the sterile Nasopharyngeal swab (fiber tipped plastic swab known as FLOQSwabs) from its package.
3. Collect the specimen (see below) following the onset of symptoms.
4. Aseptically remove cap from vial and insert swab in medium.
5. Break swab shaft evenly at the scored line to fit in tube well below the cap and replace cap to vial closing tightly
6. Label with appropriate patient information, DATE and TIME collected and NP site of collection.
7. Place specimen in the biohazard bag and seal bag.
8. Complete the highlighted areas of the enclosed PHOL requisition data sheet and place in the pocket on the outside of the biohazard bag.
9. **Hand deliver all specimens. DO NOT SEND WITH PNEUMATIC TUBE.**



NASOPHARYNGEAL SPECIMEN COLLECTION

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Nasopharyngeal swab method for Respiratory Virus Collection


The laboratory needs high levels of organism to test successfully for respiratory viruses such as RSV, Influenza A & B or parainfluenza virus.

Follow this procedure to yield high levels of organism.

1. Insert flexible nasopharyngeal swab into one nostril.
2. Press the swab tip on the mucosal surface of the mid-inferior turbinate.
3. Briefly rotate the swab once it has been inserted.
4. Leave swab in place for a few seconds to absorb material.
5. Withdraw swab and insert into transport medium.
6. Break swab shaft at score line.

In a seated position, tilt the head back as illustrated in the figure

N. B. Rule of thumb to determine when swab is placed properly: insert swab to one-half the distance from the tip of the nose to the tip of the earlobe.



Instructions for Collection of Throat Swabs
(The technique is the same as for ‘Strep throat testing’)

1. DO NOT USE EXPIRED KITS.
2. Open and aseptically remove the sterile swab (fiber tipped plastic swab known as FLOQSwabs) from its package.
3. Using the swab in the kit, vigorously swab the back of the throat around the tonsillar area (see photo below)
4. Aseptically remove cap from vial and insert swab in medium.
5. Break swab shaft evenly at the scored line to fit in tube well below the cap and replace cap to vial closing tightly.
6. Label with appropriate patient information, DATE and TIME collected and throat site of collection.
7. Place specimen in the biohazard bag and seal bag.
8. If not already completed for the NP swab, complete the highlighted areas of the enclosed PHOL requisition data sheet and place in the pocket on the outside of the biohazard bag.
9. **Hand deliver all specimens.**

