



Doctor

COVID-19 TEST KIT INSTRUCTIONS

Download a Digital Version of these Instructions at:
<https://www.iqdoctor.co.uk/content/themes/default/layout/main/images/pcr-test-instructions.pdf>

PCR Test Contents



Swab



Sample tube



Biohazard Bag



Test Kit Box



Mailing Bag

Sample Sending Options

ROYAL MAIL

If you have chosen Royal Mail as your sending option, you can post your sample in a Royal Mail priority postbox. You can find your nearest priority postbox on www.royalmail.com/services-near-you#/ or on the Royal Mail app. Enter your postcode or use your location and then select 'Priority Postbox'. Ensure the Royal Mail postage label is clearly visible on the outer packaging before posting. **Please ensure that each test kit is packaged and labelled individually to ensure it can be tracked.** Royal mail is operational Mon to Fri and last collection times for priority post boxes can vary depending on location so check beforehand.

COLLECTION (IF SELECTED)

Once you have received your kit and you are ready to book your collection, please log in to your account at www.iqdoctor.co.uk and select your preferred collection date.

After you have signed in, please navigate to your 'Dashboard', and click on the order to view the details of your order. At the top of the page, you will be presented with an option to input your preferred collection date. You can not book your collection more than 3 days in advance

Note: Please ensure you book your collection no later than 4 pm the previous day.

Important Addresses to Note

RETURN TO LAB FOR ANALYSIS

Oncologica UK Ltd: Suite 2, The Newnham Building, Chesterford Research Park, Little Chesterford, Cambridge, Cambridgeshire, CB10 1XL

RETURN TO IQ DOCTOR (FOR REFUNDS ONLY)

IQM Medical Ltd. 123-131 Bradford St, Birmingham B12 0NS

IMPORTANT: Before you send...



1. Register your test kit at
<https://kitactivation.coronafocus.app>



2. Take note of the 10 digit
alphanumeric barcode

Do not eat, drink, smoke or chew gum for at least **30 minutes** before providing your sample, and wash hands before beginning the process.

In most cases results will be ready within 24 hours from the time your sample is received by the lab.

Step 1

Preparation & taking the mouth swab...



1. Wash your hands carefully before you start, then unpack the kit onto a clean surface.



2. Remove swab from the sample collection tube - DO NOT remove the absorbent pad.

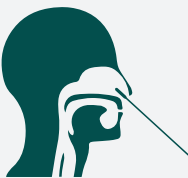
3. Open the swab packaging and remove swab, making sure not to touch the swab head on any surface.



4. Swipe the cotton bud around the back of your throat across the five areas shown in the diagram, avoid swabbing tongue and teeth.

Step 2

Taking the nose swab & packing the swab...



1. Place the tip of the cotton bud at the entrance of one of your nostrils and gently swipe the inside of your nose.

2. Repeat this for your other nostril using the same swab.



3. Open the sample collection tube, ensuring that you do not spill the preservative liquid inside.

4. Place the soft tip of the swab into the transport medium and break off the plastic end, which is indicated by the breaking point near the cotton bud.



5. Replace the lid on the tube and close tightly.

6. Gently shake for 3-5 seconds.

TIP - Avoid touching the cotton bud tip with your hands to avoid contamination.

Step 3

Packing & sending the sample...



1. Please wash your hands again.



2. Place tube inside the biohazard bag and seal.

3. Return the biohazard bag into your kit box, and seal using the security seal.

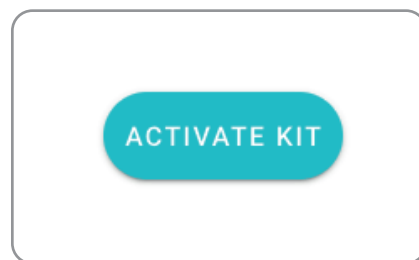
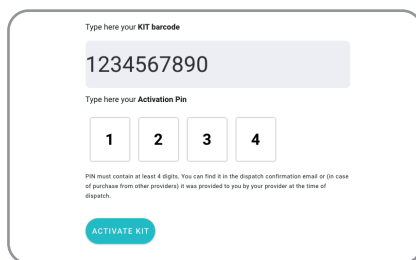
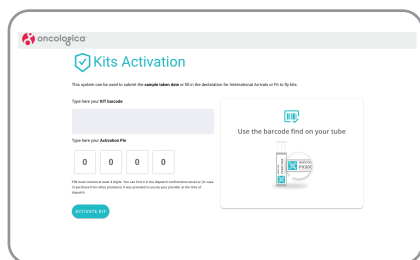
4. Insert your kit into the return mailing bag.



5. Send using your chosen return option and apply a label to the mailing bag ensuring the return address is clearly visible.

6. Wait for your results!

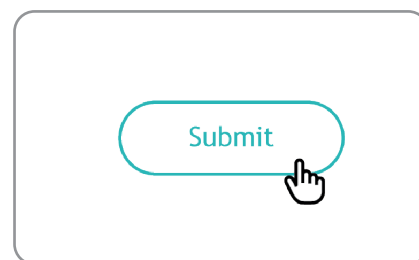
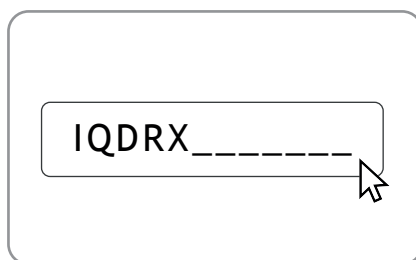
Registering Your Test Kit on Desktop



1. Go to
<https://kitactivation.coronafocus.app/>

2. Enter 10 digit KIT Barcode number.
3. Enter 4 digit Activation Pin issued in your dispatch confirmation email.

3. Select 'Activate Kit.'

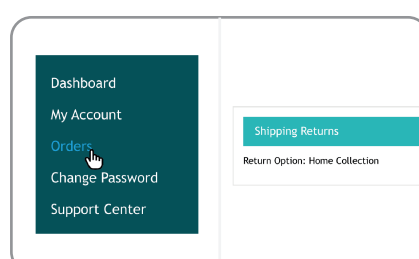
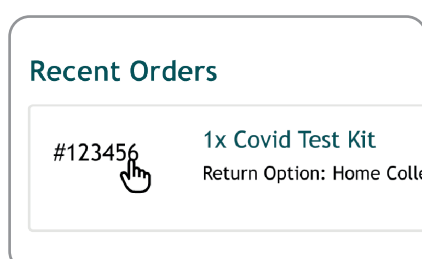
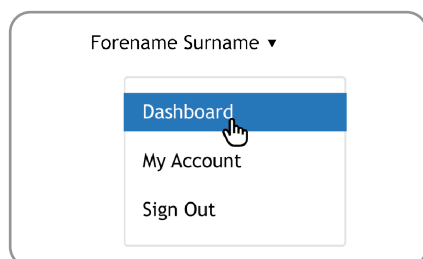


4. Fill in declaration forms in full ensuring dates are in DD/MM/YYYY format, and times are in (hours/minutes) 24 hour format.

5. (For Day 2 & 8) Ensure you enter your passenger locator form number starting with IQDRX.

6. Submit!

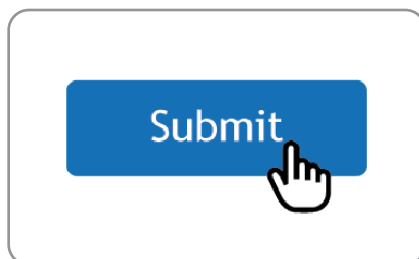
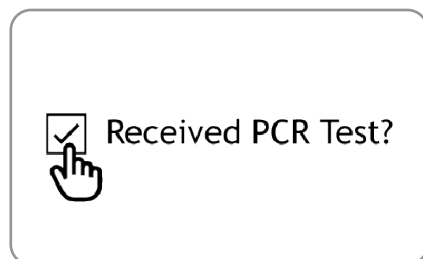
Booking Your Home Collection on Desktop



1. Open 'Dashboard'

2. Find your test kit, click on the order number beginning with '#'

3. Ensure you are on the 'Shipping Returns' section, which can be found on 'Orders'



4. Check 'Received PCR Test?'

5. Enter date you want your sample to be collected

6. Click 'Submit'

NOTE: We recommend using Google Chrome browser on a desktop computer for registering your kit, and booking home collection.