

Hi all

## **Staff Testing for Covid-19**

I'm writing to let you know that, from this Friday (17<sup>th</sup>), Covid-19 testing is available, in Shrewsbury, for eligible people.

Please see below for more information on:

- Eligibility
- Location
- Process
- Possible next steps

### **Eligibility**

There are two groups of people who are eligible for testing:

- Practice staff with Covid-19 symptoms, and
  - Symptomatic household member(s) (over 18s only) of a practice employee – NB it is the household member(s), not the practice employee, who is/are tested in this case
- In both cases people requesting a test must be in the **first four days** of visible symptoms on the date of the test.
- This service is also available for temporary/agency workers (e.g. GP Locums) where the eligible person normally works at the practice and there is a significant reliance on them

### **Location**

- Tests are carried out in Shrewsbury by Shropcom staff with full details, including time and location, being provided to individuals when the appointment is confirmed
- Tests are available 7 days a week
- It is possible that testing will be extended to a Telford location if there is sufficient demand and capacity

### **Process**

- Information on each person requesting a test should be added to the attached spreadsheet. NB – we would encourage each Practice Manager (or deputy) to discuss and confirm eligibility with the practice employee/household member. Please also indicate that verbal consent has been provided for the referral in column K of the spreadsheet
- All completed spreadsheets, containing relevant referral details, need to be sent to Phil Morgan [philip.morgan3@nhs.net](mailto:philip.morgan3@nhs.net) and cc'd to Laura Kinsey [l.kinsey@nhs.net](mailto:l.kinsey@nhs.net)
- The spreadsheet needs to be emailed back to Phil and Laura by 3pm each day for tests the following day
- Staff from Shropcom's Single Point of Referral team will ring the person to be tested to confirm eligibility and provide details of the appointment
- In cases where there are capacity issues within the Shropcom testing team some prioritisation may have to take place – the process for this is still in development
- Test results will be texted to the person tested and also provided to the relevant Practice Manager – the latter will be sent from the [people@stwtogether.co.uk](mailto:people@stwtogether.co.uk) email account (please check spam folders)

### **Possible Next Steps**

- It is possible that a site in Telford could be used for testing

- It is likely that testing will be extended to under-18s in the near future (i.e. symptomatic housemates, aged under 18, of practice employees)
- Further information on prioritisation, in cases of limited capacity, may be provided

I'm aware that, with any new process/arrangement, there are bound to be queries and practical issues that were not foreseen. Please do not hesitate to contact with me if you need any clarification of the above.

Thanks

**Phil Morgan**  
Primary Care Manager

Please note I am working from home with limited connectivity.  
Temporary Tel. No. 07532 151419  
[philip.morgan3@nhs.net](mailto:philip.morgan3@nhs.net)

Normal contact arrangements  
Tel: 01743 277517  
Internal: Ext 2587  
Shropshire Clinical Commissioning Group  
William Farr House  
Mytton Oak Road  
SHREWSBURY SY3 8XL  
[philip.morgan3@nhs.net](mailto:philip.morgan3@nhs.net)