

AQ Office Based Administrative Staff COVID-19 Rapid Antigen Self- Tests

Test frequency:

- All office based administrative staff are to test weekly. This includes all office, administrative and managerial staff.

Resource Centre Campus Office Based Centre Workers:

- Tests are to be conducted each Monday or your first day at work each week
- Tests are to be done on the commencement of your day
- A text message containing a photograph of your test is to be sent to Simone Watson.
- The HR team will complete the line list of all completed RATs and send to the Quality Team on each day that tests are conducted.

If you have tested positive for COVID in the last 28 days you do not have to test unless you have symptoms.

Once you are 28 days post your COVID infection you must commence testing twice weekly.

If you have no symptoms and test negative you may proceed with your day.

If you have symptoms and test negative on a RAT you must get a PCR test, you cannot work until the PCR result is received and it is negative.

If you test positive to a RAT you cannot work and you must isolate for 7 days.

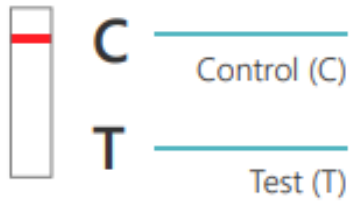
- 1. Home use tests for COVID-19 test a nasal swab sample**
- 2. A home use test can be used by people in the house, workplace or elsewhere without an involvement of a health practitioner.**
- 3. At home tests will be provided to you for use with your employment.**
- 4. All tests are for single use only which means you can only use each test ONCE and then it must be thrown away.**

Performing the Rapid Antigen Test at home:

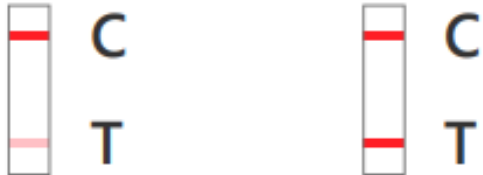
1. Read the manufacturer's instructions and follow the steps in the instructions provided with the test you use.
2. Dispose the used test as per the information provided with the test instructions.
3. If no instructions given, place the used kit into a plastic bag, seal it and dispose of in the household rubbish.
4. Wash your hands after completing the test and disposing of the test kit contents.
5. Most home use test kit results will be shown in a window and the instructions provided with the test will explain what the results means.



Examples:



Negative Result



A second line even if faint is a positive result

6. If you received a positive test result, immediately isolate, and report the test result to the manager at your workplace.
7. If you receive a test that has no control line showing the test is not valid and must be repeated.
8. The manager will complete the usual check of relevant infectious period and complete a risk assessment for all staff and clients who may have been affected which will be forwarded to the quality team.
9. You must report the positive result to the Qld Health by completing the Rapid Antigen Test Registration Form.

<https://www.qld.gov.au/rat-positive/rapid-antigen-test-registration>