



Step-by-step Self-swab Instructions

**Only take a swab if asked to do so by a WellKiwis nurse,
otherwise the swab will not be tested!**

Step 1: Check and complete details

- Before you start, check that the correct participant details are on the sticky labels on the request form (overleaf) and swab tube, and that they correspond to the person being swabbed
- **IMPORTANT: Write the date and GP details on the request form**



Step 2: Prepare for taking the self-swab

- Get ready by cleaning and drying a work surface
- Wash and dry your hands
- Lay out the contents of one self-swab kit (1x swab tube, 1x nasal swab, return bag) on a clean surface
- Place the swab tube upright into a cup or glass and loosen the lid



Step 3: Do the self-swab

- Remove the nasal swab from the packaging and hold it by the white handle. Do not touch the tip
- Gently insert the nasal swab into one nostril until the safety stopper touches just inside the nose (the nasal swab should be parallel with the floor)
- Keep it there for 15 seconds (if possible) and rotate it as you remove it from the nostril



Video instructions are also available on the WellKiwis website
www.wellkiwis.co.nz/providing-swab-samples/

Step 4: Put the nasal swab into the swab tube

- While holding the nasal swab by the handle, remove the loosened cap from the swab tube and place the swab into the tube
- Make sure that the tip goes into the liquid at the bottom of the swab tube
- Break the handle off the nasal swab or cut it off with scissors
- Screw the cap firmly back on the swab tube



Step 5: Package the swab for collection

- Check that the sticky labels on the swab tube and request form match and are for the person requiring the swab
- Place the request form into the outer pocket of the clear specimen bag
- Place the swab tube into the clear specimen bag and seal it
- **IMPORTANT: Please do not place multiple swab tubes and request forms in one specimen bag. Please use one specimen bag per person**
- Place the clear specimen bag(s) into the grey return bag and seal it
- *Note: Multiple specimen bags can go into one grey return bag*
- Leave the grey return bag in the agreed place (eg. letterbox or by front door) for collection by the WellKiwis team



IF YOU HAVE ANY QUESTIONS DURING THIS PROCESS, PLEASE CALL US DURING OFFICE HOURS

WELLKIWIS CLINICAL TEAM on (027) 260 4559

Scan the QR code
for more information
on self-swabbing

