UPDATE 27 April 2020

Key/Essential Worker Employer Guide:

How to Access Staff Testing for COVID-19 (Coronavirus)

Making sure your staff can be tested for COVID-19 is a priority. You may have seen or heard about the different ways that people can get access to testing through NHS facilities and the new regional sites that are being set up by the Government. As an employer of designated key workers your first point of call for staff testing should be your nearest government-run regional testing centre.

The process within this document is relevant to you if you work within any of the below organisations:

Key/Essential Workers
Police - including NCA, Military and transport Police
Fire and Rescue Services
Defence staff
Prison staff
Probation staff
The judiciary
Frontline benefits workers
Medical Supply chain workers
Other Key workers found on https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested   ***This list is being updated regularly please check for other staff groups***

Who needs to be tested?

Your staff and their household members are able to access a test if they **are experiencing symptoms**. The symptoms to look out for include a new continuous cough and or a high temperature .Some people have reported losing their sense of smell or taste, or have experienced feeling tired. More information is available at www.nhs.uk/conditions/coronavirus-covid-19

A test is recommended between days two and four of someone experiencing symptoms.

How to arrange a test?

Testing at one of the regional government run sites is taking place at:

Thornhill Park and Ride, London Rd, Headington, Oxford OX3 8DP

Opening times are 08:00 until 20:00, 7 days a week

Access through online booking only

South Second Street Car Park, Milton Keynes, MK9 2FW

Opening times are 08:00 until 18:00, 7 days a week

**Will accept people turning up with key worker ID until Wednesday 29 April 2020
when it will move to *online booking only.***

Detailed guidance for employers and their employees about how to book tests is available at
https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested

Your staff will need to prove ID of their relevant employment when they go to a regional test site for their appointment. Others within the same household who need to be tested will also need proof that they are living with a designated key worker and must be over the age of 5.

Alternative locations

If it is difficult for a member of your staff to travel to one of these regional testing sites then in suitable circumstances they can access one of the NHS testing facilities. To arrange this please contact your closest healthcare trust

Area	Contact Email
Oxfordshire	ouh-tr.covid@nhs.net
Buckinghamshire	bht.covid-communityswabs@nhs.net
Berkshire West	covidtesting@berkshire.nhs.uk
Berkshire East	ics-frimley.quality-covid19@nhs.net
Milton Keynes	elft.keyworkertests-bl@nhs.net

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