# Oldham Asymptomatic Covid Testing: Pharmacy Set-up checklist

Pharmacies should use this checklist as a prompt to ensure everything is in place prior to commencing service provision. CHL may request copies of the checklist for governance purposes.

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| --- | --- |
| Pharmacy: |  |
| ODS Code: |  |

|  |  |  |
| --- | --- | --- |
| Area | Task | Tick |
| Premises | Consultation room is clean, clear, and free of clutter |  |
|  | Consultation room is compliant with Lateral Flow Antigen Testing Devices SOP requirements [[1]](#endnote-1) |  |
|  | Internet access is available in the consultation room |  |
|  | Pharmacy premises is covid-compliant |  |
|  | Arrangements in place for queue management if appropriate |  |
| Equipment | Adequate space has been allocated for storage of tests in line with requirements |  |
|  | Cleaning equipment in place |  |
|  | Alcohol gel, tissues, mirror in place |  |
|  | Tests are in stock[[2]](#endnote-2) |  |
|  | Stock management process in place to ensure continued stock of tests |  |
| Clinical Governance | Lateral Flow Antigen Testing Devices SOP p10 is completed |  |
|  | Pharmacy Superintendent briefed; pharmacy SOP prepared / updated to include asymptomatic testing |  |
|  | Insurance limits checked & in place |  |
|  | Incident reporting process in place (PharmOutcomes to commissioner & standard process for community pharmacy) |  |
| Waste | Arrangement in place for the safe disposal of Offensive Healthcare Waste |  |
| Training | Staff briefed on service & read the service specification |  |
|  | Staff have watched the training video[[3]](#endnote-3) |  |
|  | Staff are aware of how to support patients who cannot self-test |  |
|  | Staff have reviewed the testing process[[4]](#endnote-4) |  |
| Planning | Staff rotas reviewed to ensure full service coverage across pharmacy opening hours |  |
|  | Promotional materials on display in the premises |  |
|  | Pharmacy site is registered on portal[[5]](#endnote-5) |  |
|  | Portal link is saved to consultation room computer |  |
|  | Pharmacy details shared with Oldham Council to support comms |  |
|  | Local businesses who have eligible employees identified |  |
|  | Local businesses engaged |  |
| Records | Access to PharmOutcomes in place[[6]](#endnote-6) |  |
|  | PharmOutcomes enrolment completed |  |

I confirm that all of the above tasks have been completed and the pharmacy named above is ready to commence service provision.

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| --- | --- |
| Name |  |
| Role |  |
| Signature |  |
| Date |  |

1. DHSC COVID-19 response Clinical Standard Operating Procedure (SOP) for Community Testing with Lateral Flow Antigen Testing Devices [↑](#endnote-ref-1)
2. Arrangements for ordering & deliver of tests to be confirmed by Oldham Council [↑](#endnote-ref-2)
3. [COVID-19 self-swab for healthcare staff (learninghub.nhs.uk)](https://learninghub.nhs.uk/self-swab) [↑](#endnote-ref-3)
4. Oldham Asymptomatic Testing Process 250221 v01 [↑](#endnote-ref-4)
5. Arrangements for portal access & registration to be confirmed by Oldham Council [↑](#endnote-ref-5)
6. Contact [enquiries@cpgmhealthcare.co.uk](mailto:enquiries@cpgmhealthcare.co.uk) for support [↑](#endnote-ref-6)