

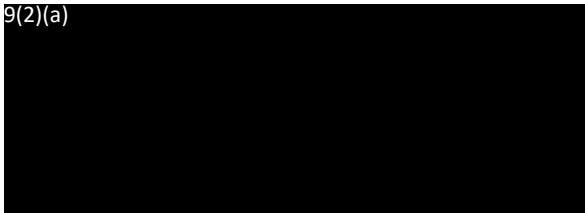
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1 December 2021

9(2)(a)



### RE Official Information Act request CDHB 10760

I refer to your email dated 5 November 2021 to Ministry of Business, Innovation and Employment (MBIE) which they subsequently transferred to us on 23 November 2021 requesting the following information under the Official Information Act from Canterbury DHB. Specifically:

- **As for the swabs please provide me with the instructions given to the nurses at MIQ on how to administer the test.**

Please find attached as **Appendix 1** the Ministry of Health guidance which Canterbury DHB utilises when teaching Nasopharyngeal swabbing for MIQ here in Canterbury.

As part of our orientation for health staff to MIQ, this is covered by Infection, Prevention and Control (IPC) alongside our Nurse Educator as a practical session.

At the beginning of MIQ time (March 2020), swabbing was still covered by IPC with the guidance of the second attachment **Appendix 2** (this is the latest version the labs have), and our orientation sessions have improved since the recent introduction of a Nurse Educator/Quality Facilitator.

I trust that this satisfies your interest in this matter.

Please note that this response, or an edited version of this response, may be published on the Canterbury DHB website after your receipt of this response.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tracey Maisey'.

Tracey Maisey  
**Executive Director**  
**Planning, Funding & Decision Support**

# COVID-19 Instructions on specimen collection

REVIEWED 12 MAY 2021

This document provides information on how to take **nasopharyngeal**, and **oropharyngeal + anterior nasal** specimens for COVID-19.

A **nasopharyngeal swab** (use swabs with flexible shafts) placed into a viral transport media (VTM) will obtain the optimal specimen and is the preferred collection method for both symptomatic and asymptomatic testing due to its higher sensitivity in detecting the virus.

An **oropharyngeal** with an **anterior nasal swab** (use swabs with more rigid shafts) may be considered for the following:

- a) For border and managed isolation and quarantine facility workers undergoing high frequency swabbing (fortnightly and in some cases weekly) who do not tolerate the nasopharyngeal swab.
- b) Health practitioners may also request the alternate swab if someone is experiencing problems receiving the nasopharyngeal swab.

**The swab manufacturer may vary by region – please consult with your local pathology provider as to which swab type to use.**

## NASOPHARYNGEAL COLLECTION

### Preferred Option - Instructions on nasopharyngeal specimen collection

Nasopharyngeal swabs can be used for both symptomatic and asymptomatic testing.

1. Wear appropriate PPE.  
*This includes disposable, fluid resistant long-sleeved gown, gloves, surgical mask, and eye protection.*
2. **Ensure patient blows nose prior to collection.**
3. Using a synthetic fibre-tipped flexible shaft
4. nasopharyngeal swab, insert swab into **one** nostril.  
For adequate collection the swab tip must extend well beyond the anterior nares until some resistance is met (see diagram).
5. Press on swab tip and rotate the swab tip a couple of times across the mucosal surface to collect cellular material.
6. Break swab into VTM provided. **Ensure there is no leakage.**
7. Label specimen with patient's full name, date of birth AND/OR NHI number, and collection time and date.

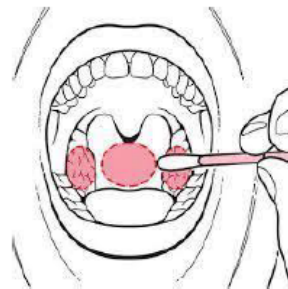


## OROPHARYNGEAL (THROAT) and ANTERIOR NASAL

### Alternative option – Instructions on oropharyngeal and nasal specimen collection.

Oropharyngeal and deep nasal swabs can be used for both symptomatic and asymptomatic testing. Oropharyngeal specimens on their own should not be taken if there are no symptoms as they are unlikely to collect an adequate amount of virus.

1. Wear appropriate PPE.  
*This includes disposable, fluid resistant long-sleeved gown, gloves, surgical mask, and eye protection.*
2. **Ensure patient blows nose prior to collection.**
3. Use a tongue depressor to hold the tongue out of the way
4. Using a **viral** oropharyngeal swab (DO NOT use standard bacterial swabs), **swab both tonsillar beds** and the back of the throat.
5. **Using the SAME swab**, insert into one nostril until the flocked tip is no longer visible and rotate a few times. **Repeat** for the other nostril.
6. Depending on regional supply, either break swab into VTM provided (**Ensure there is no leakage**) or place swab back into barrel containing the foam VTM.
7. Label specimen with patient's full name, date of birth AND/OR
8. NHI number, and collection time and date.



REPEATED UNDER THE OFFICIAL INFORMATION ACT

## COVID-19

### INSTRUCTIONS ON SPECIMEN COLLECTION – FOR HOSPITAL USE

Updated 17 March 2020

Significant changes have been made regarding specimen collection in the anticipation of limited supply of swabs and increasing demand for testing.

#### PERSONAL PROTECTIVE EQUIPMENT

Detailed guidelines for COVID-19 infection prevention and control measures can be viewed from the [World Health Organisation website](https://www.who.int/publications-detail/shortage-of-personal-protective-equipment).

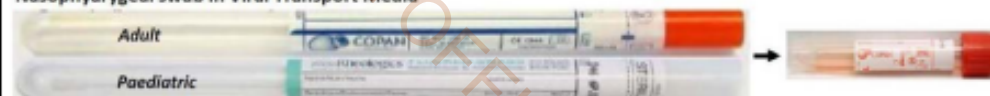
Droplet and contact precautions are advised when collecting specimens, which includes the use of:

- ☐ Disposable, fluid resistant gown (long sleeved)
- ☐ Gloves
- ☐ Surgical mask
- ☐ Eye protection (e.g. goggles or face shield)

#### SWAB TO USE

In anticipation of increasing testing requirements and limited supply of swabs (these originate from Italy), we now recommend using a **single nasopharyngeal swab only** – this is a change from previous where two separate swabs were used for two sites.

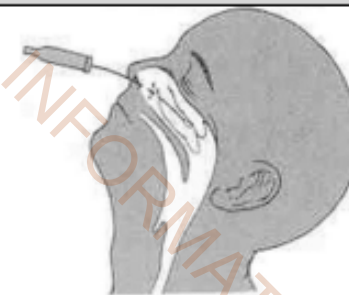
#### Nasopharyngeal swab in Viral Transport Media



Adult: orange top swab / Paediatric: white top swab

#### INSTRUCTIONS

1. Wear appropriate PPE.
2. **ENSURE PATIENT BLOWS NOSE PRIOR TO COLLECTION**
3. Using a synthetic fibre-tipped nasopharyngeal swab, insert swab into one nostril. For adequate collection the swab tip must extend well beyond the anterior nares until some resistance is met (see diagram).
4. Press on swab tip and rotate the swab tip several times across the mucosal surface to collect cellular material.
5. Break swab into VIRAL TRANSPORT MEDIUM and recap. Ensure there is no leakage.
6. Label specimen with patient's name, date of birth AND/OR NHI number, and collection time and date. Place in clean specimen bag, place request form in outer pouch and send to the lab via the orderlies. Do not use the Lamson tube system.



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**Canterbury**  
 District Health Board  
 Te Pori Hauora o Waitaha