



Standard Operating Protocol (SOP) for sample collection procedure from suspect coronavirus (COVID-19) cases

Purpose: To provide operational guidelines for safe collection of appropriate respiratory samples from suspect/ill persons and corpses suspected to have died of COVID-19.

Specimen: Samples to be collected from COVID-19 cases are; nasopharyngeal swab, oropharyngeal swab and sputum.

Steps:

1. Assemble materials for respiratory specimen collection for the suspect/ill persons.
2. Label sample containers with suspected case /deceased person's name, ID number, date of sample collection and time.
3. Fill the Case Investigation form.
4. Appropriately put on your PPE (see SOP for donning PPE).
5. Allow buddy (trained observer) to mirror you for proper donning/ use mirror.
6. a. Two swab samples to be collected:
 - i. Nasopharynx - scrub right and left sides for 10 – 15 secs
 - ii. Oropharynx - scrub both sides for 10 - 15 secs.
- b. For suspect/ill persons coughing, ask the suspect/ ill cases to take a deep breath and cough to produce sputum sample into the leak-proof screw cap sputum collection cup or sterile dry container collection bottle.
- c. In rare cases, bronchoalveolar lavage or tracheal aspirate may be considered (to be collected by respiratory physicians or trained personnel only)
7. Gently return swab stick into viral transport medium (VTM).
8. Seal the neck of the VTM with Para film and insert into a Ziploc bag before dispatch to the testing Laboratory.

9. Discard sample collection materials in a properly labelled biohazard bin.

10. Doff PPE (see SOP for doffing PPE)

11. Ensure proper hand hygiene. (see SOP for hand hygiene)

Checklist for materials and supplies for sample collection

- Cotton wool
- Swab Stick
- Spatula (tongue depressor)
- Viral transport medium
- Parafilm (or any leak proof film that serves the purpose)
- Triple packaging box
- Ice packs
- Waste bins
- Bin liners (Black, yellow and Red)
- Ziploc bags
- Sterile Bottle
- 0.5% Hypochlorite solution
- Personal Protective Equipment (PPE) (Hand Gloves, Head Cover, Lab coat, N95 Face Mask, Eye Goggle/Face Shield, Lab Boots)