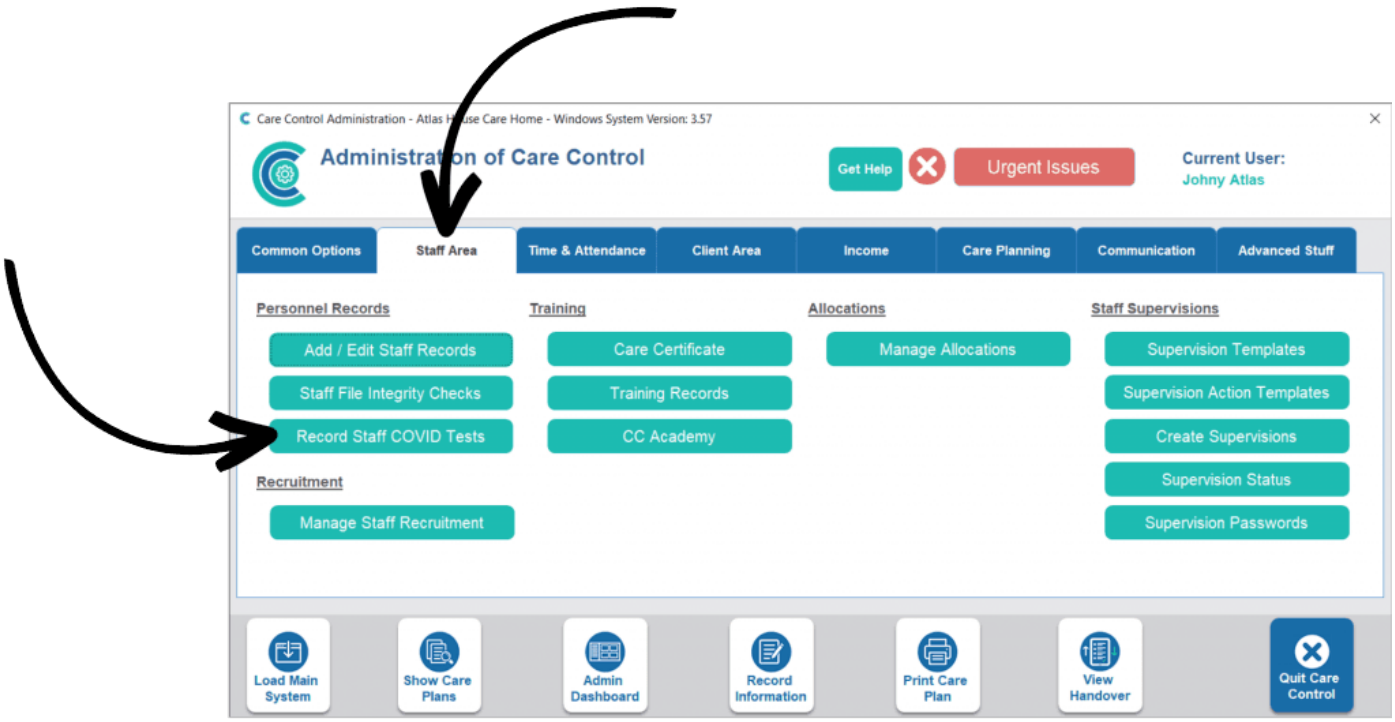
COVID PCR & Lateral Flow Tests

COVID Windows · https://cclearninghub.co.uk/docs/covid-pcr-and-lateral-flow-tests/

COVID PCR & Lateral Flow Tests

This guide will cover how to record COVID test results for both staff members and service users on Care Control Windows.

Embedded media:
https://player.vimeo.com/video/801951301?color&autopause=0&loop=0&muted=0&title=1&portrait=1&byline=1&h=64d6



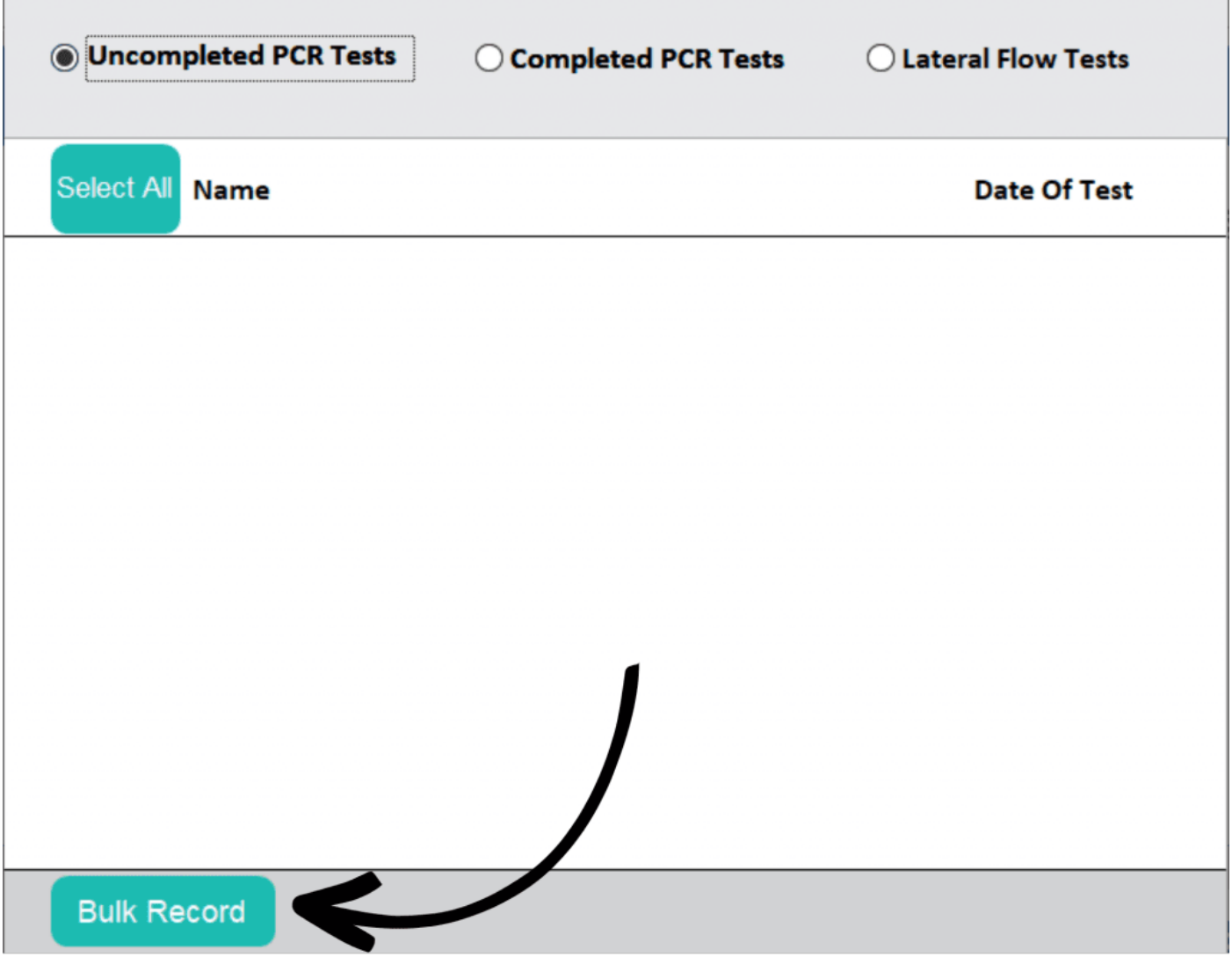
1

In the **Administration of Care Control Windows**, navigate to the **Record Staff COVID Test** tool which can be found under the **Staff Area** tab.

2

For service users, navigate to the **Record Client COVID Test** tool which can be found under the **Client Area** tab.


Care Control Administration - Atlas House Care Home - Windows System Version: 3.57
Administration of Care Control
Get Help
Urgent Issues
Current User:
Johny Atlas
Common Options
Staff Area
Time & Attendance
Client Area
Income
Care Planning
Communication
Advanced Stuff
Adding / Removing Service Users
Add a New Service User
Record a Death
Client is Leaving
Reactivate a Client
Record Planned Absence
View Planned Absences
Care Home Shop
Shop for a Service User
Manage Shop Accounts
Client Personal Accounts
Personal Allowance
Close PA Account
Print Resident Labels
Client Contacts Labels
Client Company Labels
Other Options
Care Service Groups
QR Code Management
NFC Tags
Record Client COVID Tests
Home Care
Client Geo Coding
Check In Analysis
Enquiries / Pre-Assessments
New Enquiries
Pre-Assessments
Load Main System
Show Care Plans
Admin Dashboard
Record Information
Print Care Plan
View Handover
Quit Care Control



3

Opening either the staff or service user testing tool will open a new window. Here, you can view uncompleted PCR tests, completed PCR tests and lateral flow tests by using the options at the top of the window.

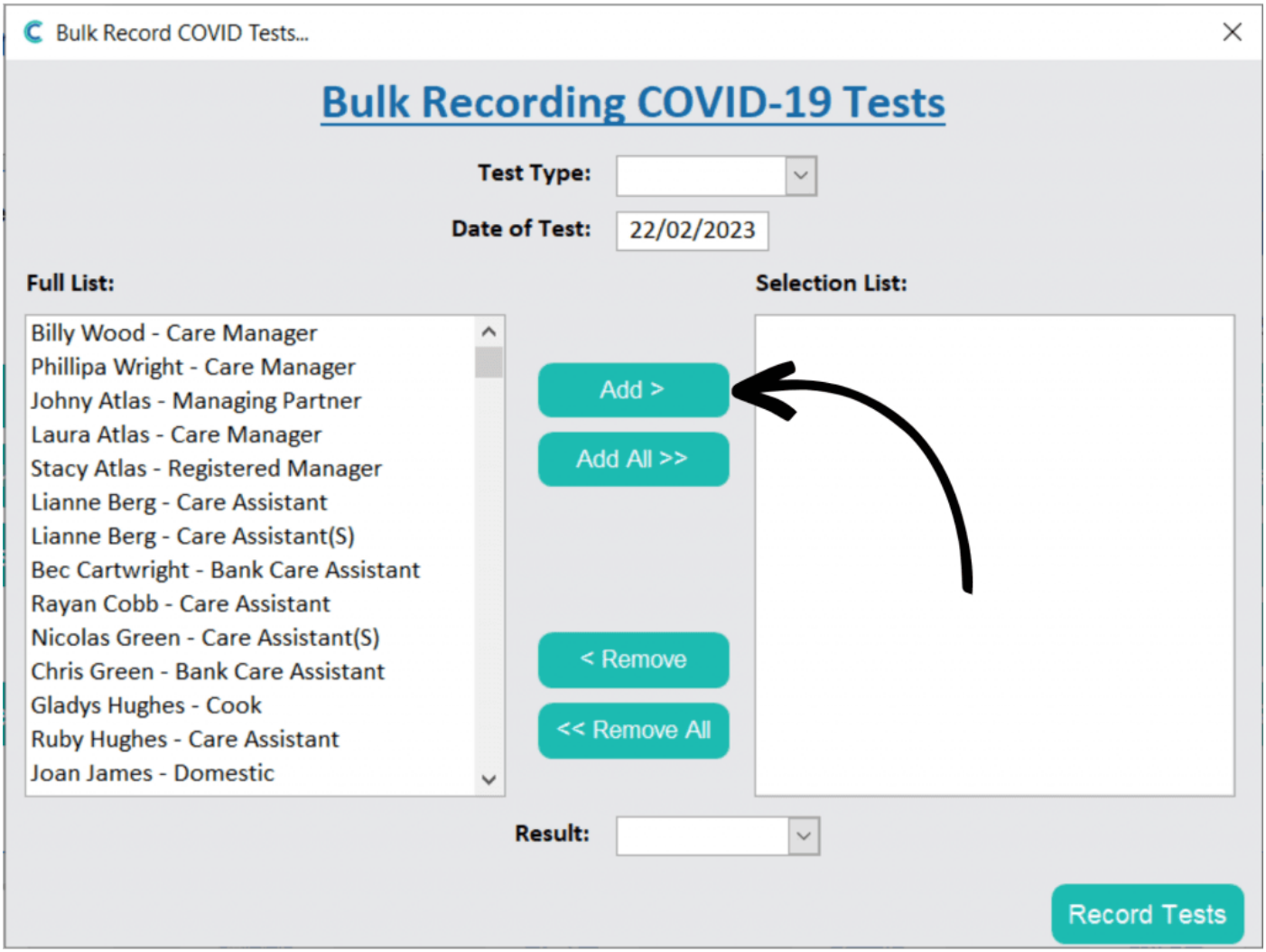
To record a test result, select **Bulk Record**.

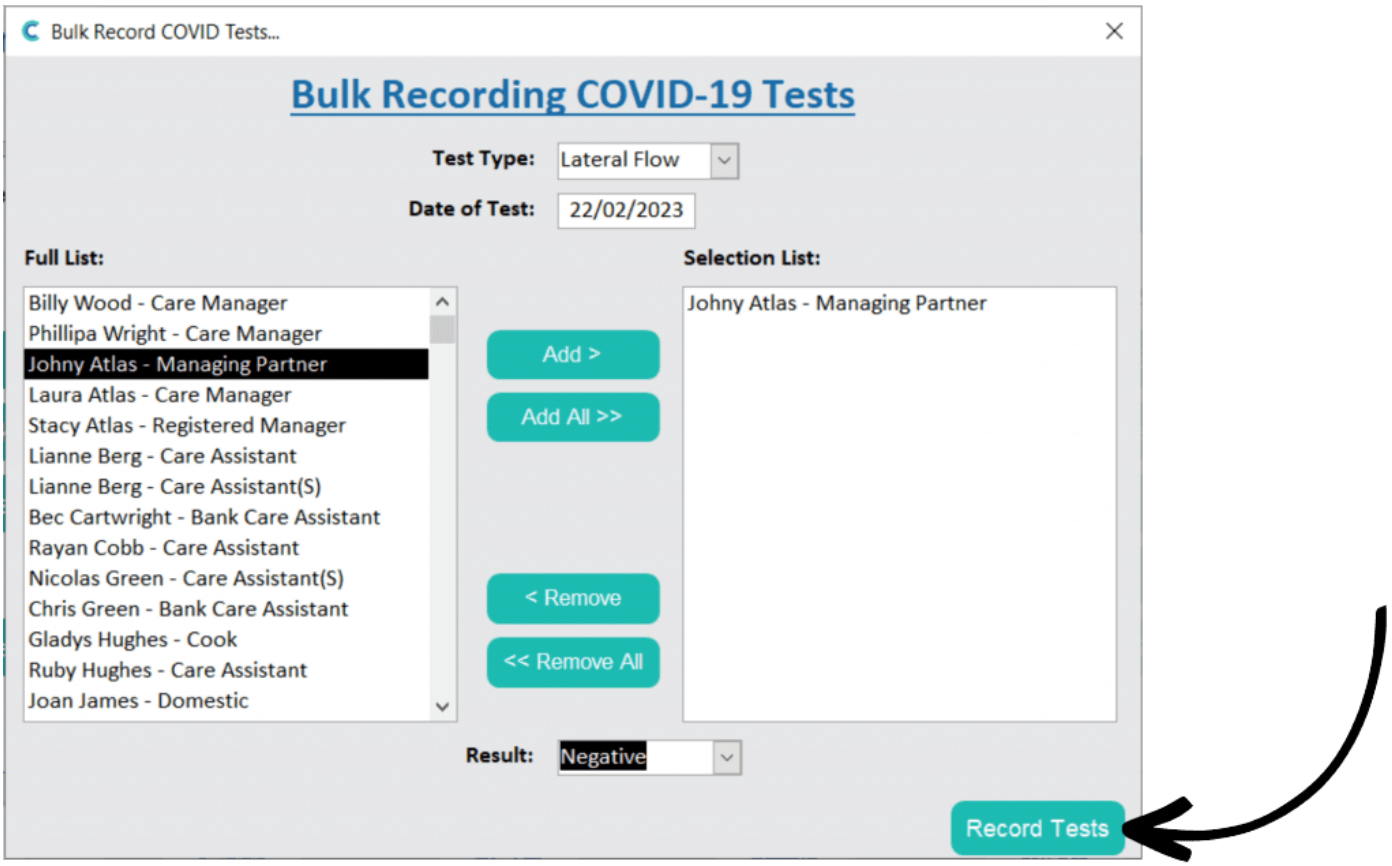
4

A blank form will open. First, select the **Test Type** using the drop-down list.

Then, select the staff members (or service users) you wish to record the result for by selecting their names and pressing **Add**.

Finally, enter a Result using the drop-down list.





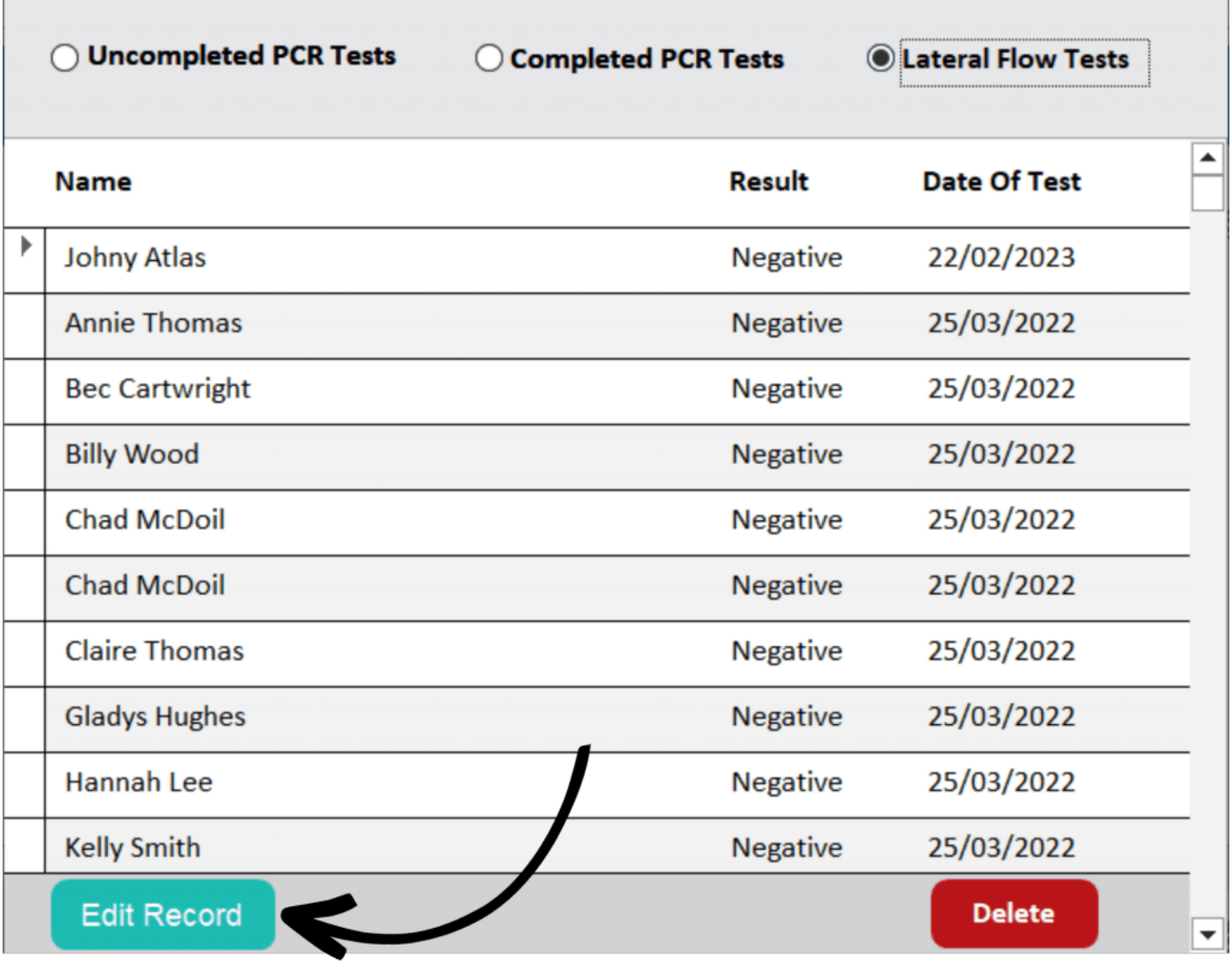
5

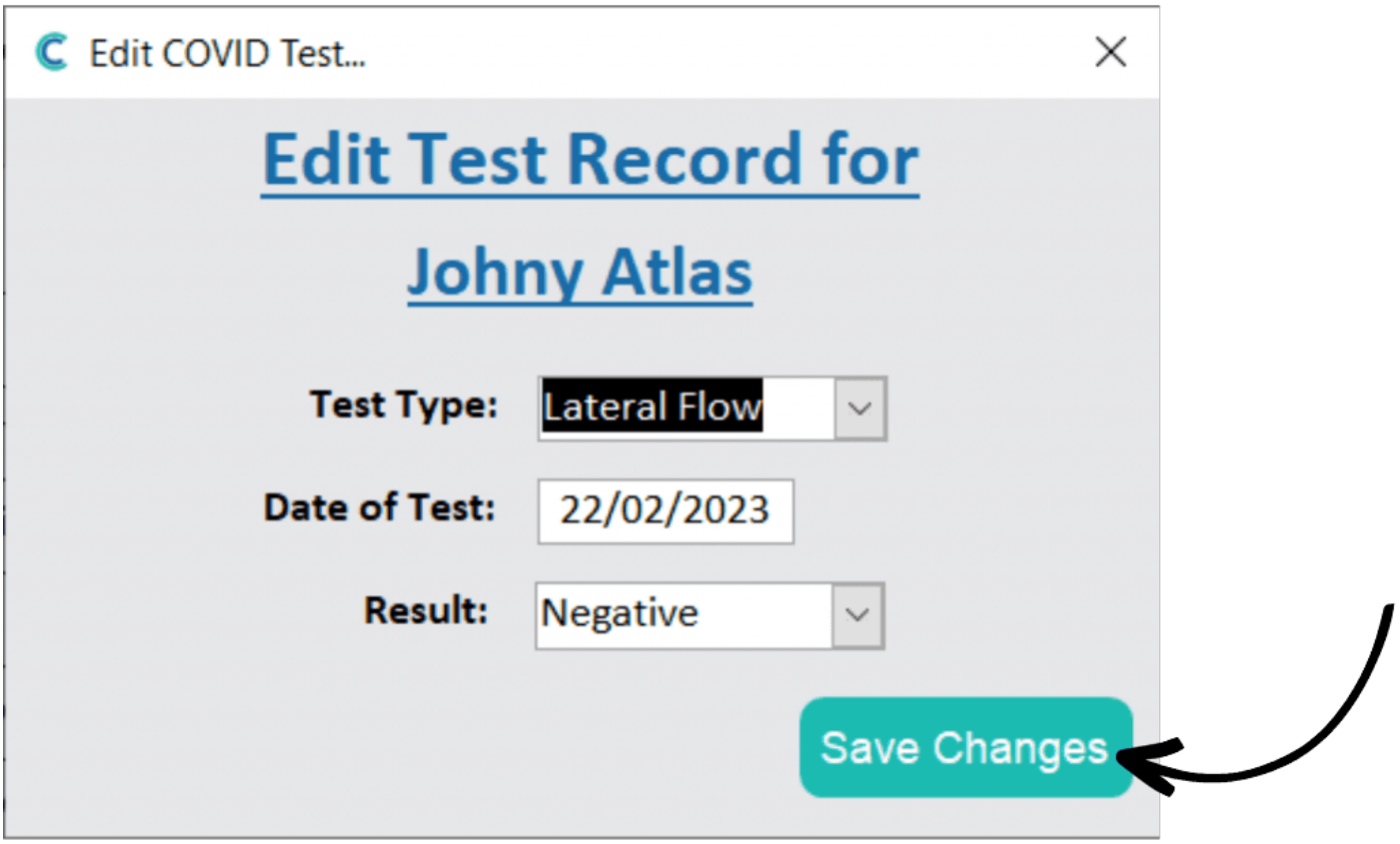
After completing the form, press **Record Tests**.

6

In this example, we recorded a Lateral Flow Test. This can now be viewed in the LFT results list.

You can edit a result by selecting the entry and pressing **Edit Record**.


Uncompleted PCR Tests
Completed PCR Tests
Lateral Flow Tests
Name
Result
Date Of Test
Johny Atlas
Negative
22/02/2023
Annie Thomas
Negative
25/03/2022
Bec Cartwright
Negative
25/03/2022
Billy Wood
Negative
25/03/2022
Chad McDoil
Negative
25/03/2022
Chad McDoil
Negative
25/03/2022
Claire Thomas
Negative
25/03/2022
Gladys Hughes
Negative
25/03/2022
Hannah Lee
Negative
25/03/2022
Kelly Smith
Negative
25/03/2022
Edit Record
Delete

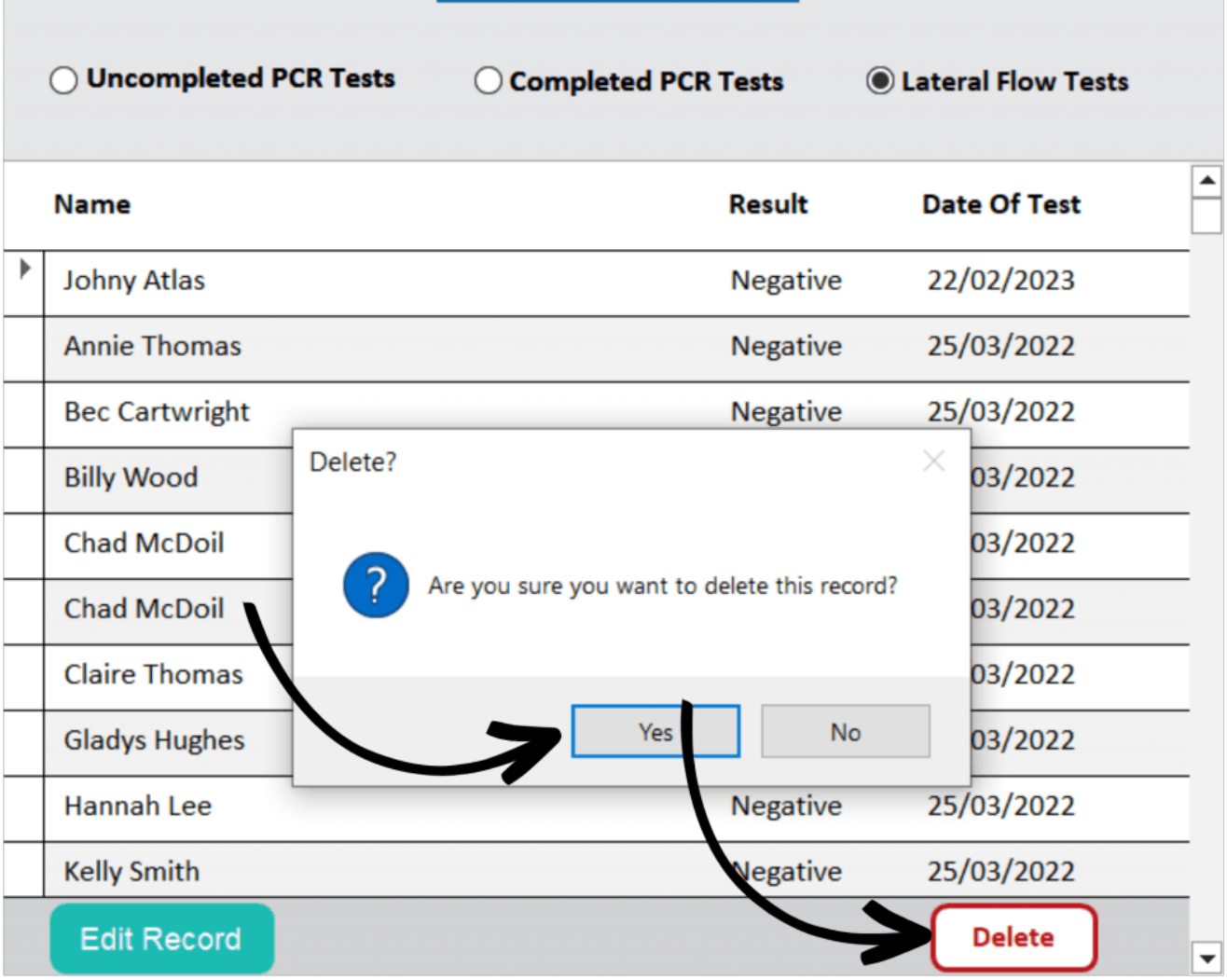


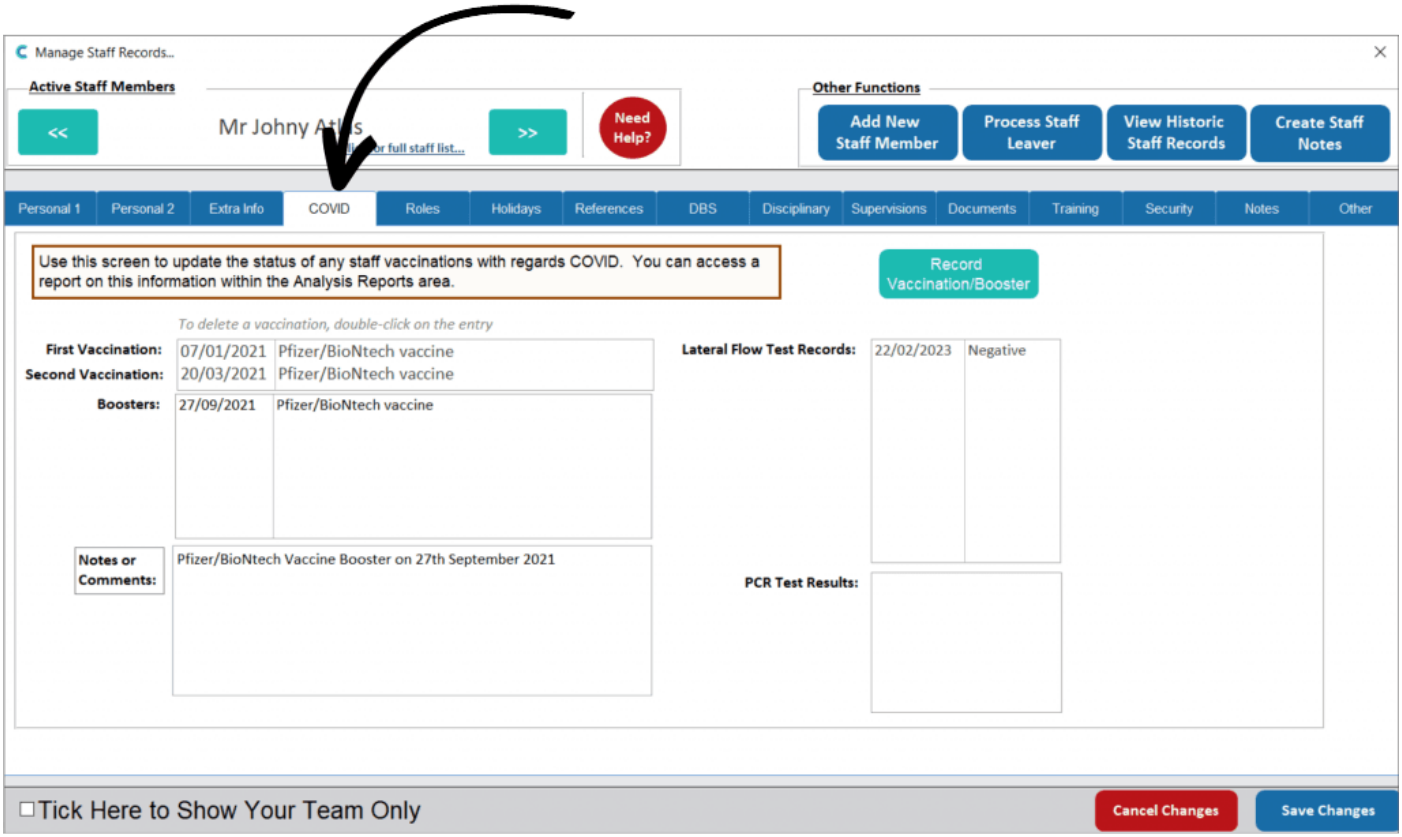
7

A new window will open, here you can amend the details of the result. Press **Save Changes** after making any adjustments.

8

You can also remove test results by selecting an entry and pressing **Delete**. You will then be asked to confirm the removal, press **Yes**.


Uncompleted PCR Tests
Completed PCR Tests
Lateral Flow Tests
Name
Result
Date Of Test
Johny Atlas
Negative
22/02/2023
Annie Thomas
Negative
25/03/2022
Bec Cartwright
Negative
25/03/2022
Billy Wood
Chad McDoil
Chad McDoil
Claire Thomas
Gladys Hughes
Hannah Lee
Negative
25/03/2022
Kelly Smith
Negative
25/03/2022
Delete?
Are you sure you want to delete this record?
Yes
No
Edit Record
Delete



9

Staff member test results are also displayed within their **Staff Profile**, under the **COVID** tab.