**Lateral Flow Test & associated PPE Order Form**

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| **Name of Organisation/Business/**  **Establishment:** |  |

**Contact details of SPOC in the above organisation:**

**(URGENT: Please complete ALL details below – details provided will be used to contact regarding the order)**

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| **Name:** |  |
| **Telephone Number:** |  |
| **Email address:** |  |

**TEST KIT & PPE REQUIREMENTS**

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| **Item** | **Pack Size** | **Quantity needed** |
| **Lateral Flow Test Kit** | ***Please state which box and quantity:***  1 small white box – contains 25 individual tests  1 large brown box - contains 27 small white boxes (each containing 25 individual tests) |  |
| **LFD Barcodes** | Confirm “yes” if required  NOTE: If you select “yes” the appropriate amount will be sent relating to your order for test kits | YES/NO  (delete as appropriate) |
| **Disposable Pulp Trays** | Confirm “yes” if required  NOTE: If you select “yes” the appropriate amount will be sent relating to your order for test kits (1 tray per test) | YES/NO  (delete as appropriate) |
| **Registration cards (test receipt cards)** | Each – state how many individual cards required |  |
| **PPE** | | |
| **Item** | **Pack Size** | **Number of packs needed** |
| **Aprons** | 1 roll  Select from: 100 or 250 per roll |  |
| **Visors** | Each – state how many individual required |  |
| **Masks** | 1 box (of 50) |  |
| **Small gloves** | 1 box (of 100) |  |
| **Medium gloves** | 1 box (of 100) |  |
| **Large gloves** | 1 box (of 100) |  |
| **Extra-large gloves** | 1 box (of 100) |  |
| **Yellow waste Bags and Seal (For LFT tests)** | 1 roll (plus equivalent amount of cable ties) |  |
| **Tiger waste bag and Seal (For PPE)** | 1 roll (plus equivalent amount of cable ties) |  |

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| **Date order required for:**  **(NOTE: Minimum of 7 days’ lead in time required)** |  |
| **Delivery address (including postcode):** |  |

**Completed form to be sent to:**

For providers in Staffordshire County Council area: [contacttracing@staffordshire.gov.uk](mailto:contacttracing@staffordshire.gov.uk)

For Providers in Stoke on Trent City Council area: [public.health@stoke.gov.uk](mailto:public.health@stoke.gov.uk)