



OSCE Checklist: Nasopharyngeal Swab

Introduction		
1	Gather equipment	
2	Wash your hands and don PPE	
3	Introduce yourself to the patient including your name and role	
4	Confirm the patient's name and date of birth	
5	Briefly explain what the procedure will involve using patient-friendly language	
6	Gain consent to proceed with performing a nasopharyngeal swab	
7	Ask the patient if they have any pain before continuing with the clinical procedure	
8	Position the patient so that they are sitting comfortably on a chair or bed	
Performing the nasopharyngeal swab		
9	With the patient seated, ask them to first blow their nose and then you should check for any obstruction of the nasal passages	
10	Carefully open the swab packaging, only handling the swab above the breakpoint	
11	Measure the distance from the corner of the nose to the front of the ear and insert the shaft ONLY half this length. In adults, this distance is usually around 4 cm	
12	Tilt the patient's head back 70° to straighten the passage between the nose and the nasopharynx	
13	Avoiding contact with external nasal skin, insert the swab along the medial part of the septum, along the base of the nose (gently rotating the swab may be helpful to aid insertion).	
14	Once the swab is fully inserted, leave it in place for several seconds to absorb the nasopharyngeal secretions	
15	Slowly remove the nasopharyngeal swab whilst rotating it	
16	Insert the nasopharyngeal swab into a tube of universal transport medium, ensuring that the swab tip is fully submerged into the liquid of the tube	
17	Snap off the shaft of the nasopharyngeal swab at the break line, allowing the remaining shaft and swab tip to remain submerged in the tube's liquid	
18	Clearly label the sample with the patient's name, date of birth and unique identification number	
19	Appropriately package the specimen for transport to the lab and arrange transport within an appropriate timeframe	
To complete the procedure...		
20	Explain to the patient that the procedure is now complete	
21	Thank the patient for their time	
22	Offer the patient paper towels to clean away any secretions	
23	Dispose of PPE appropriately and wash your hands	
24	Document the details of the procedure in the patient's notes	