

Protocol for PCR testing through Melsta Labs for Corporates

Mobile Sample Collection - Batch testing

- CLIENT or its individuals to make necessary appointments by contacting Melsta Labs with a 24 Hr lead time to schedule an appointment.
 - PCR Hotline – 0115 086 011
 - Mr. Arnold De Souza – 0769 279 614
- Melsta Labs will require the below information in the provided MS Excel format to arrange required materials prior to leaving the laboratory through a reply email along with a confirmation of the arrangements.
 - Company Name
 - Sample Collection Location.
 - Number of patients
 - Contact Person
 - Names of patients (Compulsory)
 - Date of Birth of patients
 - NIC/PP of patients (Compulsory)
 - Residential Addresses of each patient (Compulsory)
 - Date & Time
- If Credit billing is required, you may request for the facility from our staff. This is subject to fulfillment of requirements of the credit billing documentation.
- Melsta Labs staff will arrive at location with due precautions taken, to make necessary arrangements, which includes
 - Arranging sampling location and furniture
 - PPE arrangements
- Melsta Labs will bring the necessary tools for sample collection, including but not limited to;
 - Swab test kits
 - PPE kits
 - Sanitisation liquids.
- It is expected from CLIENT to provide a suitable open space to be made available in a well ventilated area along with;
 - Several sturdy chairs as required
 - Medium sized Tables as required
- Staff to be directed to the Sampling area in a methodical manner by Coordinator from Client party.
- Patients will be required to visit the sample collection area in suitable face masks covering mouth & nose according to Sri Lankan government policy, and adhere to social distancing protocols issued by the government authorities of Sri Lanka.
 - Melsta Labs reserves the right to safeguard our staff from those not adhering to this policy by refusal of sample collection until proper protocols are followed.

- Patients are required to remove the face mask only for the duration of the sample collection, and will be required to wear the mask immediately after, to cover both Nose & Mouth appropriately.
- Obtaining of samples for PCR testing will be carried out using special Swab kits designed for the purpose by highly trained staff from Melsta Labs. All Sample Collection staff will use Personal Protection Equipment during the course of the sample collection visit.
- Once completed, the assigned coordinator will finalise payments if any, and all Melsta Labs staff will leave the premises immediately once all patient details are verified.