

Terms and Conditions – Covid 19 Screening PCR tests

1. **Restrictions:** The swab samples that you supply must be your own. You must be at least 16 years of age to provide a sample without parental consent. All samples provided from a client under the age of 16 must provide parental or guardian consent on the Screening Request form or at the point of purchase. Failure to provide this will result in the sample being delayed or testing to be cancelled of which no refund will be provided.
2. **Sample Delivery:** Samples should be sent to the laboratory testing address on the **same day** as the sample collection. It is recommended that a courier is appointed to collect the sample from the sample address and arrange the shipment to be an express next day service. This is to ensure the delivery is efficiently tracked to help maintain validity of the sample and allow visibility of its travel and destination. It is the responsibility of the client in managing the sample delivery to the lab. Where a return envelope is provided, it is the responsibility of the Donor to ensure that the sample is posted in time to reach the laboratory with sufficient time for analysis – pre flight (usually 48 hrs pre Flight) – this may vary based upon departure time and destination. PLEASE NOTE THAT IT IS THE DONORS RESPONSIBILITY TO SCHEDULE ANY SAMPLE COLLECTION TIME TO MEET ANY SPECIFIC TRAVEL RESTRICTION PRE-DEPARTURE OR ARRIVAL AT DESTINATION.
3. **Testing:** Screen4 Ltd and its contractors will make every reasonable endeavour to analyse your sample and to provide you with a results report. However, if you have not undertaken the test or completed the set up of your secure account (Safe4) in accordance with the User Instructions, or have failed to complete the Screening Request Form correctly, we may not be able to process your sample; should this occur, we may provide you with a new test at the cost of the initial quoted price per sample kit, at our own discretion. In this circumstance any money already paid will not be refunded. It may not be possible to analyse the sample provided due to several factors including (But not limited to) – insufficient sample collected, contaminated sample, incorrect packaging of the sample, laboratory assessment of sample provided, laboratory process failure, human error. In any of these circumstances – Screen4 Ltd will not be held liable for any loss or costs associated with re-test or delay to travel / or costs incurred for rescheduling of any travel arrangements.
4. **Results Delivery:** Following receipt of your sample at the laboratory, we aim to provide your results within 24/48 hours. We may deliver your results earlier than the time indicated within this document. Delivery dates for test results are approximate only and Screen4 Ltd will not be held liable for any delay in delivery. ***It is the responsibility of the buyer, if more than 1 of the COVID-19 kits are purchased, to inform us of the persons who will be submitting a sample (Forename, Surname and Date of Birth).*** This is paramount to us being able to report the results to the correct person. If no details are provided to us, we will be unable to report results. All details on the secure Safe4 accounts must be entered correctly, Screen4 cannot be held responsible for errors on information submitted.

Screen4 Ltd will provide evidence of the PCR test as either Positive or Negative for the Specimen Type: Upper Respiratory Swab Test Type: COVID-19 PCR SARS-CoV-2 nucleic acid test – this test will be performed in a suitably accredited laboratory to ISO15189.

If at any time Screen4 is prevented or hindered from carrying out its obligations under this Agreement for reasons beyond its control, including strikes, lock-outs or other industrial disputes (whether involving the workforce of Screen4 or any other party), failure of a utility service or transport network, act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, human error, fire, flood, storm or default of suppliers or subcontractors, including shortage of supplies from suppliers required by Screen4 to perform the PCR Antigen Test or Antibody Test, it shall notify the Customer accordingly where possible and, save for Screen4's obligations set out in Clauses within these terms and conditions, Screen4's obligations under this Agreement shall be suspended until the obligations can be performed.

5. **Purpose:** This screening kit should be used for initial screening purposes as a convenient and confidential way of getting tested quickly for a suspected COVID-19 infection. The results are not intended to replace medical advice, nor should they be used as a full diagnosis, or to prescribe medication without consulting an appropriate medical professional. Laboratory testing will always have a small degree of variability. Screen4 Ltd have rigorously researched the extent of accuracy available across laboratories. Screen4 Ltd and its contractors have assurance that the COVID-19 assay provided with the purchase of the screening kit, has been independently evaluated by private clinical institutions and public health authorities and have reported evidence of screening result accuracy. Our operational and reporting processes work within defined industry standards to provide exceptionally high accuracy.
6. **Returns / Refunds:** Screen4 Ltd will only offer a refund against PCR testing service on the following parameters:

Self-Test Kits

Any despatched and received kits for **self-test purposes** (or company managed programs) that are unused and fit for resale will be refunded on the following basis:

- a. The complete test kit and contents is returned to our head office:
Screen4 Limited
Returns
17 Middlewoods Way
Barnsley
S71 3HR
- b. PLEASE DO NOT SEND THE KIT TO OUR LABORATORY IN CAMBRIDGE (Prepaid Royal Mail envelope provided in the kit – do not use this) as the kit will be destroyed and no refund will be given.
- c. You must return it at your cost to the above address. Please make sure you record any shipping details if using registered post or courier (recommended).
- d. Once the kit has been received and checked / sanitised and returned to stock, your refund will be processed. If the kit has been used or there is damage to the contents, then no refund will be given.
- e. An admin / re-stock fee of £15 will be charged per sample kit and this will be deducted from your refund amount paid / per test.
- f. Please note that it can take up to 10 working days to receive your refund.
- g. Please ensure you use your Order number in any correspondence.

Clinician performed tests that have been paid for and scheduled:

- a. May be moved to another date if the flight is changed by the customer or the airline, this will be free of charge if an available slot is possible for the rescheduled appointment.
- b. It may be necessary for the customer to attend an alternative collection centre if their first choice is not available.
- c. If this is not acceptable then a refund will be given less an admin fee of £15 per test.

7. **Liability:** Nothing in these terms or conditions excludes the liability of Screen4 Ltd as follows: - 1) for death or personal injury caused by our negligence, or 2) under section 2 of the Consumer Protection Act 1987, or 3) for fraud or fraudulent misrepresentation, or 4) by the conditions implied under section 12 of the Sale of Goods Act 1979 or 5) by the conditions implied under section 2 of the Supply of Goods and Services Act 1982. Screen4 Ltd shall not be liable to you for any loss of profit, loss of business, loss of opportunity, loss of goodwill, or any claims for indirect compensation whatsoever, which may arise out of, or in connection with, the use of the goods or services provided. Screen4's total liability in contract, tort, misrepresentation or otherwise; arising in connection with the performance of these conditions, shall be limited to losses which are a foreseeable consequence of the failure to comply with these terms and conditions only.

8. Privacy Notice

Who We Are: Any references to "we", "us", "our" and "Screen4" within this Privacy Notice are to Screen4 Ltd and its contractors. Screen4 Ltd is a company registered in the UK (Registered Number 12228924)

Personal Information: The use of any personal information that we collect from this Screening Request Form will be in accordance with the GDPR and other applicable laws. All personal information collected is under the control of Screen4 Ltd, which is a "data controller" under the GDPR.

Collection of Personal Information: The following information is collected and processed by us:

- i) Information which you provide on the Screening Request Form / booking form – for each and any type of test requested / purchased.
- ii) Information which you provide when communicating with us regarding the goods/ services provided
- iii) Information which you choose to disclose to us by email or any other means.

If you wish to access, correct, update, remove or complain about any personal data that you have provided to us, you should inform the Operations team immediately using the contact form on our website www.screen4.org and we will endeavour to respond to your request. Screen4 Ltd may retain, store and access the data collected, for as long as is required, for the purposes listed in this Privacy Notice.

Legal basis for processing any personal data

To meet Screen4's contractual obligations to clients and to also respond to enquiries regarding our services.

Use of Personal Information: The information that we request from you is essential for us to conduct the COVID-19 screening service for you and/or to communicate with you. We will only use the information that you have provided, to allow us to undertake the contractual commitment between you and us. Information provided may also be provided to UK Government / DHSC / PHE or other similar body. All data is stored in a controlled and secure environment. Your personal information will only be accessed by authorised Screen4 personnel and contractors who require the information to be able to perform a task. In providing permission to Screen4 to retain your data, you are also giving permission for Screen4 to use that data for future marketing purposes – to send information on other test and services.