



2003 N. Lincoln St. • PO Box 152  
Knoxville, IA 50138  
P: 641.828.2238 F: 641.842.3442  
[www.marionph.org](http://www.marionph.org)

COVID-19 self-administered tests are now available at no cost to the public. Free tests can be sent directly to your home by going online at [www.testiowa.com](http://www.testiowa.com). If you would like to pick a test up, Marion County Public Health is a Test Iowa Test Pick Up point. Tests are free to the public and are self-administered. If you or a loved one would like to pick up a test at MCPHD, please call 641-828-2238 to request one, and make an appointment to pick one up. If you suspect you have covid-19, please DO NOT come into our office. Call and make an appointment, and the staff will arrange for you to pick the kit up without risking exposure to others.

1. Call 641-828-2238 and ask to arrange for a test kit. You will need to discuss:
  - a. A pickup time
  - b. Do you have a smart phone, able to take a photo of the QR code, and register the test?
  - c. Are you able to, or able to assist your loved one, to administer the test?
  - d. The test involves spitting in a tube. You must not eat or drink anything, smoke, or chew gum for a full 30 minutes prior to testing
2. Come at the agreed upon time.
3. The test kit will be placed in a drawer in the portable shelves outside of our front door.
4. You will administer the test yourself, never inside the building at MCPHD.
5. Using your smart phone, activate the kit by taking a picture of the QR code with your smart phone. Click on the orange "Start" button at the bottom of the page.
6. Answer the brief set of questions and watch the video.
7. Have you abstained from eating/drinking/smoking/chewing gum for at least 30 minutes? If yes, you may proceed with the test.
8. Open the test kit, keeping package materials: plastic bags, and box.
9. Collect spit into the tube up to the black wavy line. This may take awhile to gather this much spit. Expect at least 10 minutes.
10. Once done, remove the funnel and replace the funnel with the blue cap.
11. Firmly tighten the cap to release the blue stabilizing solution.
12. Shake the tube for at least 5 seconds.
13. Write your name and date of birth on the label sticker and place it on the tube. This information MUST match the information entered into the website when the test was activated.
14. Place the tube in the orange bag and seal it.
15. Put the bag into the box it came in and close the lid.
16. Place the UPS shipping label in the center of the white shipping bag. Place the box into the white shipping bag. Seal the bag.
17. Immediately drop it off at a UPS shipping site. Shipping sites in Marion County locations:
  - a. **Leavett Graphics**, 1302 N Lincoln St. Knoxville, IA 50138 Closes at 5:00 pm
  - b. **Wells Fargo Bank**, 102 S 2<sup>nd</sup> St, Knoxville, IA 50138
  - c. **Ringomatic**, 812 W 10<sup>th</sup> St, Pella, IA 5219
  - d. **Total Choice Shipping**, 809 W 8<sup>th</sup> St, Pella, IA 50219
  - e. **Molengracht**, 604 Liberty St, Pella, IA 50219
  - f. **Hy Vee**, 118 SE 9<sup>th</sup> St, Pella, IA 50219
18. If UPS site not available, completed tests can be dropped off M-F, prior to 10 a.m. at Marion County Public Health Department (same place the test was picked up). Call for arrangements prior to drop off.
19. Drop off sample in bottom drawer of portable shelving, as instructed. Ring the doorbell. Do not enter the building.
20. Results will come directly to you.
21. Call 641-828-2238 with questions.