MODULE 4: SELECTING A DRUG TESTING PROVIDER (CHECKLIST)

Customer Service

___ 24/7 customer service
___ Dedicated customer service contact

Collection Facilities

___ Collection sites within 20 miles of company location(s) or company territory
___ System for accessing testing facilities in remote locations
___ Hours of operation: _____
___ After-hours and weekend collection capabilities
___ Department of Transportation (DOT) collection procedures for non-DOT tests
___ On-site collection capabilities
___ Observed collection capabilities
___ Walk-in or appointment required: _____

Drug Testing

___ Federally-certified laboratory for urine testing
___ Turn-around time for results (from time of specimen collection): _____
___ Options for receiving results (e.g., web, phone, e-mail, fax, mail): _____
___ Availability of electronic chain-of-custody forms
___ Random selection
___ Split specimen capabilities
___ GC/MS confirmation
___ Medical Review Officer (MRO) review of positives AND negatives

Alcohol Testing

___ Breath alcohol testing capabilities (utilizing federally-approved EBT device)
___ Blood testing capabilities

Pricing

___	Random selection	_____
___	Breath Alcohol (including confirmation) – DOT and Non-DOT	_____
___	Blood Alcohol	_____
___	Urine Drug Test (including confirmation and MRO) – DOT and Non-DOT	_____
___	Oral Fluid Drug Test (including confirmation and MRO)	_____
___	Retest of Original Specimen (if employee desires to contest result)	_____

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To view the other modules in this course, visit www.TogetherArkansas.com.

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