

Laboratory Confirmation Kit



Instructions for Use

The purpose of the Laboratory Confirmation Kit is to confirm a **NON-NEGATIVE** drug screen testing result after the initial screen using the Dräger DrugTest® 5000 oral fluid drug detection device.

Included in this kit are the supplies needed to conduct ten confirmation tests: (10) Oral Fluid Collection Devices (Quantisal), (10) CCF forms, (10) Bio Bags, and (10) Purolator shipping labels. Additional supplies you will need include: disposable gloves, black pen, and Purolator shipping envelope.

1. Administration Preparation - Complete the CCF form – (use black ink):

Ensure the form is the same type as the sample shown to the right.

Step 1 of CCF form:

Employer name, address: Enter employer information.

MRO name & info: Pre-printed on form. Change the information ONLY if the employer is using their own MRO (medical review officer) to confirm laboratory results.

Donor/Employee I.D. number: Enter driver's license number if not applicable.

Test(s) Ordered: List the drug class(es) to be confirmed using the abbreviations below. The lab test confirms a NON-NEGATIVE drug screen result. Indicate which drug class(es) were NON-NEGATIVE in the original DrugTest 5000 screening.

Only list the drug codes that tested non-negative on the screen!



DRUG CLASS ABBREVIATIONS

Amphetamines = **OAML**
Methamphetamine = **OAML**
Cocaine = **OCOL**
Opiates = **OOPH**
Marijuana = **OTHL**
Benzodiazepines = **OBZL**

The image shows a sample of the Oral Fluid Custody and Control Form (CCF) from Dynacare. It includes sections for: 1. Employer information (SBL Testing Technologies), MRO information (Dr. Trevor Gillmore), and donor information (Barrie On Langan). 2. Test(s) Ordered section with checkboxes for various drug classes. 3. Shipping information section with checkboxes for Purolator or other shipping methods. 4. Signature section for the collector and the testing facility. Below the form are two shipping labels, A and B, both for OF206488.

Step 2 of POCT CCF form:

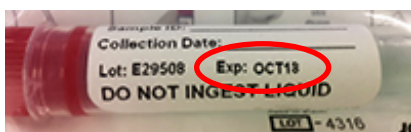
Reason for test: Indicate which type of prescribed test was conducted.



Complete remainder of Copy 1 after sample is collected.

2. Sample Collection

- Collector to wear disposable gloves.
- Confirm the donor has refrained from consumption of food or beverage for 10 minutes prior to specimen collection.
- Check the expiration date on the collection device label to determine if still valid.



Instructions continued on reverse ⇨

- Instruct donor to peel open package and remove collector (figure 1).
- Instruct the donor to place the collection pad under their tongue and close their mouth (figure 2).
- Once the indicator strip turns blue, instruct the donor to open the transport tube containing the blue liquid by pushing the red cap up with their thumb (figure 3).
- Instruct donor to gently insert the collector into the uncapped transport tube (figure 4).
- Snap the red cap firmly back in place for shipping (figure 5).
- Place the specimen seal 'A' label on top of the tube and press down both on sides. (Seal 'B' remains on the form).
- Collector to observe donor initial/date the specimen vial seals (A and B).
- Place the sealed tube in the smaller front pouch of the provided biohazard bag – DO NOT SEAL BAG.
- Place the "shipping barcode" label from the bottom of the form on the outside of the bio bag.

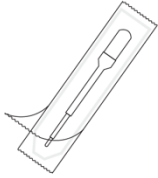


Figure 1

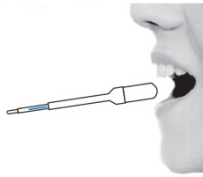


Figure 2

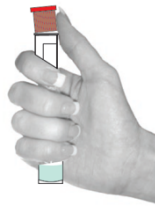


Figure 3

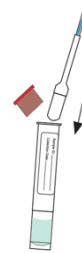


Figure 4



Figure 5

3. Certification

Step 3 of the CCF form: Add YOUR address and phone to the remarks section. Print name, date, time of collection, name of delivery service, then SIGN the form. **COPY 1** (Lab Copy) of the CCF form is folded and placed in the large rear pouch of the bio bag. The bio bag can now be sealed.

Step 5 of the CCF form: collector turns to **COPY 2** (MRO Copy) and instructs the donor to read the certification statement in **STEP 5**. Donor then signs, prints name, date, provides phone numbers, and date of birth. If the donor refuses to sign the certification statement, the collector provides a remark in STEP 4.

4. Completing the Process

At this point, donor receives **COPY 5** and may leave the collection site.

COPY 1 and specimen (sealed in bio bag) are sent to Dynacare using the included Purolator shipping label. Avoid delays between collection and shipment!

Dynacare

245 Pall Mall Street
London, ON N6A 1P4
Phone: 1-800-265-5946

Distribute the remaining CCF Form copies as follows:

COPY 2: Email to MRO at secure@cmro.ca or fax to 705-999-8228. CC: SBL Testing Technologies: labresults@sbltt.com (scan or photo) **DO NOT SEND MRO COPY TO LAB WITH SPECIMEN OR DELAYS WILL OCCUR!**

NOTE: If using company MRO, forward original COPY 2 to company MRO.

COPY 3: retain for collector's records. **DO NOT SEND TO LAB.**

COPY 4: retain for employer's records. **DO NOT SEND TO LAB.**

Results are typically released within 48 hours of the lab receiving the sample. At this point, the MRO may contact the employee directly to discuss additional relevant information. After the MRO has evaluated the case, the final results are released to the delegated company representative on the VeriPort Secure Portal. Entire process duration is typically 5-7 days after receipt of sample.

For additional assistance, please contact SBL Testing Technologies:

403-966-5450

admin@sbltt.com

