

1413 Pittsburgh Road, Valencia, PA 16059 888-822-7120 (412) 384-5060

## **Collection Procedure for Confirmations to the Lab**

- 1. After obtaining a positive result on the Instant Drug Test, send the specimen into the laboratory for confirmation.
- Locate the long security seal that came with the chain of custody. Have the donor initial the security seal. Collector fills out the donor ID# on the seal (the donor ID# must match the ID# on the chain of custody). Collector signs and dates.
- 3. Place the security seal over the specimen.
- 4. Open the lab bag.
- 5. Place the specimen and the lab's copy of the completed chain of custody into the lab bag provided. Make sure the bag is sealed.
- 6. Put the bag into the provided lab pak with the pre-paid shipping label on the outside of the pak.
- 7. Call for pick up.