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URINE COLLECTION PROTOCOL

Specimen Collection - *Urine*

Procedure Prior to Collection:

Prior to any specimen collection procedure, secure the collection area and if necessary, perform a thorough search for hidden adulterants or substitute urine specimens. Place bluing agent in the toilet bowl or tank, remove or secure all chemicals (soaps, cleaning supplies, etc.) and secure or eliminate all water sources.

1. Check the identity of donor (e.g. social security number or driver's license number and photo I.D.). If using a drug screen test request form, note the identity on the form.
2. Ask the donor to remove any unnecessary outer clothing. All personal belongings (the subject may retain a wallet) should be placed in a secure location outside the stall or partitioned area.
3. Do not ask the donor to remove articles of clothing such as shirts, pants, dresses, etc. If a collector notices any unusual behavior that indicates a donor may attempt to tamper with or adulterate a specimen (e.g., bulging pockets), the collector may request that the donor empty his/her pockets and explain the need for such items during collection.
4. Prior to collection, ask the donor to wash his/her hands to eliminate any possible adulterating or contaminating substances from under the donor's fingernails.

Urine Collection Procedure:

5. Place the following information on the bottle label:
 - Date of collection,
 - Donor's name and/or identification numbers
 - Collector's initials.
6. Provide the donor with a clean, unused urine specimen collection container and instruct the donor to fill the container at least half full (a minimum of 30 mL's). For DOT samples a minimum of 45 mL's required.
7. Unobserved Collection: Allow the donor to enter and maintain privacy within the stall or partitioned area. The collector will wait outside the collection area until the donor is finished urinating. Complete the remainder of the test request form while the donor is collecting the specimen.
8. Observed Collection: Inform the donor that collection will occur under direct observation. Accompany the donor into the collection facility (the collector must be the same gender). Instruct the donor to urinate into the sample container with the witness observing urination. Complete the remainder of the test request form after the donor has completed collecting the specimen.
9. Accept the specimen from the donor. The use of disposable gloves is required when handling specimens.
10. Upon receipt of the specimen from the donor, immediately apply the temperature strip (if applicable) to the outside of the bottle. If using a drug screen test request form, record the urine temperature on the form.
NOTE: Urine temperature should be measured within (4) four minutes of collection and should read between 90-100°F.