

Donor Advice Sheet

Oral Fluid Drug Testing and Alcohol Screening



What will happen at the appointment?

Sample Collection: At this appointment you will be required to supply an oral fluid sample (saliva)

Prior to your saliva sample being collected, at least 15 mins must have passed since eating, drinking, chewing gum or smoking. This is to prevent contamination of the sample.

You will be asked to select a testing kit at random and the collector will open the packaging in front of you.

The testing device will be placed inside your mouth and the saliva is collected on a cotton pad.

Identification (ID):

You must supply photo identification at your appointment. This may include any one of the following:

- **Passport,**
- **Photo Part Driving Licence**
- **Official Work ID Card (only if Photo ID)**

All photo ID must be current and the original document. Photocopies or pictures are not accepted.

If you do not supply the required ID, and do not have an authorised manager to verify your identity, then a non-conformity report will be submitted to the relevant party, usually the person/company ordering and paying for the test. This may result in disciplinary action from your employer.

Medication:

At your appointment, you will be required to provide a list of all medications (both prescribed and proprietary) taken in the last 14 days. This includes the following:

- The name of the medication (Please provide the actual name i.e. Anadin – not headache tablets)
- Any injections, including dental.
- The dose of medication taken and the period over which it was taken.
- The date and approximate time you last took the medication.
- Any medications not disclosed at the time of sampling will not be taken into consideration at the time of reporting results.

Consent:

You will be required to sign for your informed consent during the collection of your sample.

By signing consent, you are acknowledging that your sponsor/employee will be informed of the test outcome.

If any of the following or other eventuality should occur that prevents the test from going ahead at the booked appointment slot, a **non-conformity** report will be submitted to the relevant party, usually the person/company ordering and paying for the test.

- Refusal to provide a sample
- Refusal to provide necessary consent
- Unable to provide required ID
- Did not attend appointment
- Unable to provide sufficient sample.

It is common practice for such reports to be dealt with in the same manner as a positive test result.

There are several variations of possible tests, so please read the information which is applicable to your test from the following options.

Point of Care Oral Fluid Test:

These tests are designed to analyse samples for drugs but they will only provide an initial indication that something may be present.

The result of the Screening test will be available within 10 minutes of your sample being provided to the sample collector.

Negative Drug Screen Results

If your screen result is negative for all drugs, then this will conclude the screening procedure and the relevant party, will be supplied with a copy of the screen result.

Non-negative Drug Screen Results

A Non-negative result is any result other than a Negative Screen. Non-Negative results ARE NOT the same as Positive test results.

A non-negative screen result can be obtained for a number of reasons. Due to this, additional samples must be sent to our accredited laboratory facility for further testing.

This will incur additional costs and analysis time.

Laboratory Screen & Confirmation:

You will be required to provide 2 samples (an A and B sample)

Bowing your head will facilitate collection of the saliva, to activate the device, but your sample collector will guide you through the process.

Testing of the oral fluid does not take place immediately. The samples are transported securely to our accredited laboratory, where the "A" sample is tested for the presence of the drugs requested.

If the laboratory screen provides a 'Negative' result then this will conclude the testing procedure and the results will be reported within the agreed time frames.

If the sample shows a 'Non-negative' result for any of the substances it is screened for, then a second phase of testing will be carried out. This is called the 'Confirmation Testing' phase and is an in-depth analysis of the sample. The test will identify the exact substance present in the sample and the quantity of the substance. It is then determined whether the drug and its quantity can be deemed therapeutic i.e. in line with declared medication or whether the findings provide evidence of drug abuse.

The 'B' sample will remain sealed and will be stored by the laboratory. In the event that the result of a tests is challenged, Crystal Health have procedures in place to facilitate access and independent testing of the 'B' sample as required.

B sample testing is undertaken at the expense of the sample donor. Please contact Crystal Health if you require further information on this.

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Alcohol Testing:

Saliva Screen

You may undergo a saliva test to detect and measure the presence of alcohol in your system. Prior to providing your saliva sample, **at least 15 minutes** must have passed since you consumed any food, drink, chewing gum or smoked.

IMPORTANT Inaccuracies in the test can occur if disclosure of this information is withheld and/or the 15 minute time frame is not observed. Information declared after the test will not be taken into consideration when reporting.

You will be asked to place a saliva strip under your tongue for approx. 10 seconds. The reactive tab on the strip will take approx. 2 minutes to activate. Any colour change will be compared to the colour chart which will indicate the amount of alcohol in your saliva.

This is equivalent to approximate blood alcohol concentration measured in milligrammes of alcohol per 100ml of blood, abbreviated as – **mg/100ml**.

Details of the sample analysis will be recorded immediately.

Breathalyser

You may undergo a breathalyser test to detect and measure the presence of alcohol in your system. The following equipment will be used to obtain the sample:

- A new sealed mouthpiece randomly chosen by you.
- A fully calibrated Home Office approved Alcometer unit.
- A compatible mobile printing system for the immediate printing of the analysis result.

IMPORTANT Inaccuracies in the test can occur if disclosure of this information is withheld and/or the 15 minute time frame is not observed. Information declared after the test will not be taken into consideration when reporting.

You will be asked to exhale into the mouthpiece for approx. 5 seconds.

The breathalyser will perform an immediate analysis. The unit of measurement used to report the presence of alcohol in your breath is micrograms of alcohol per one hundred millilitres of breath, abbreviated as – **µg/100ml**.

Details of the sample analysis will be printed / recorded immediately.

The number of breath tests required will depend on the result obtained for the first test and additional tests may be required. There must be a break of 15 minutes in between each breath sample being taken.

An alcohol breath test is reported as positive when detected at a concentration above the cut off level specified.