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| **DONOR INFORMATION** | | |
| **Donor’s Full Legal Name:** | | **DOB:** |
| **Company Name:** | **Phone Number:** | |
| **DER Name:** | **Company Location:** | |
| **Company DER Number:** | **DER Email:** | |
|  | **Person Booking Test:** | |
| **Authorized Employee Booking**   YES  NO \*company will allow individual to book own tests without the DER Booking it. | | |

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| **TESTING** |
| Type of test that the company will be requesting:    Breath Alcohol  Panel 7  Panel 10  Panel 12 |
| Type of tests:  Lab Based  Express (POCT)  Express-to-Lab |
| Types of reasons that the company will be requesting: (Choose multiple answers if appropriate)  Pre-Access  Pre-Employment  Random  Reasonable Cause/Suspicion  Return to Duty  Follow-up  Post Accident |

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| **DER/AUTHORIZED EMPLOYEE STATEMENT OF UNDERSTANDING** |
| The employee will come prepared to provide a fresh urine sample and the employee will understand that they cannot eat or drink anything once they are checked in for their appointment. The tests will roughly take 15 minutes to complete but they can take up to 3 hours if the employee is unable to provide enough volume for testing. The required urine amount will be 60ml. If the donor is later than 15 minutes for their appointment, the test will be cancelled and the company will be charged for the service. The company DER or authorized employee may rebook the appointment for the next available date with Classic LifeCare North. As per Classic LifeCare North’s policies and procedures, no children or minors are allowed into the collection room, they are allowed to wait in the waiting area if they are supervised by someone other than a Classic LifeCare North staff. If the employee leaves a minor alone in the building, the test will be cancelled and the company will be charged for this service.  Classic LifeCare North will verify the ID of all employees prior to testing. Employees must bring a government issued photo ID with them. If the employee does not have a photo ID, Classic LifeCare North will attempt to contact the DER for verbal confirmation of the employee. If we cannot contact the DER, the test will be cancelled, and the company will be charged for the service.  **Classic LifeCare North has no tolerance of verbal, written or physical abuse, including bullying or harassment.** |

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| ***FOR INTERNAL RECORD*** | |
| ***LEADs/AC Number:*** | ***Verbal/Over the phone authorization***  *YES  NO* |
| ***DER has agreed to inform employee of above statement***  *YES  NO* | |