



Drug Screen Procedure for Females

Please read these guidelines for urine screens, if you do not understand any of the guidelines, please ask the collector to explain them to you.

- Once in the bathroom, you **MUST** wash your hands **BEFORE** the screen begins
- Jackets and other outerwear must be removed
- The collection cup, specimen cup, and lid will be placed on the table for easy transfer of the specimen
- The donor sticker, verified by the collector and the donor, will be placed on the lid by the collector
- Pants and underwear must be lowered to the ankles
- Females **MUST** either sit or squat over the toilet; if sitting, there **MUST** be a clear view of the urine stream for the collector to see
- Donor must hold the collection cup with one hand and the other hand must remain in the line of sight of the collector
- There **MUST** be space between the cup and the genitalia
- The donor must be able to start and stop the urine stream at anytime the collector asks them to
- The donor may be asked to cough by the collector at any time
- 1/3 of the cup must be filled at minimum
- The donor will pour the specimen from the collection cup into the specimen cup and secure the lid making sure it is secured tightly
- Once the lid is secure, the donor will seal the cup with the donor sticker
- The collector will inform the donor when they are finished and can leave the testing area
- If the donor cannot produce a sample within 3 minutes, they will be allowed a 20 minute break and will be able to test again. The donor will **NOT** have more than 2 attempts to produce a sample. No Exceptions
- The donor may not leave the testing area until they have produced a sample. Leaving the testing area will result in failure to test

Donors may not remove feminine products during testing

Specimens will not be accepted if donor has a bowel movement during testing