DOT/OST/SAATO
Drug and Alcohol Testing Program
ON-SITE AUDIT REPORT

GENERAL INFORMATION

Site Audit Date: 5/30/12

Operating Agency: TSA

Site Location (City, State): Baton Rouge, LA

Collectors: Brian Raleigh
Karrie Lee

DPC/DPL/SC: Beverly Thompson

# of Drug Collections Scheduled: 28

# of Drug Collections Completed: ____

# of Alcohol Tests Scheduled: 28

# of Alcohol Tests Completed: ____

Auditor: Lolisa Tucker

Audit Purpose: Comply with HHS Requirement

COLLECTION PREPARATION	YES	NO	N/A	COMMENTS
• Collectors arrived on time	✓			
• Adequate supplies brought to site.	✓			
• Correct forms, supplies, equipment brought to site.	✓			
• Name badges worn during collections.	✓			
• Collectors were professional.	✓			
• Collectors knowledgeable about current procedures.	✓			
COLLECTION SITE SET-UP				
• SC/DPL or available.	✓			
• Official copy of donor list given to SC/DPL	✓			
• Collection paperwork area set up as free from traffic as possible.	✓			
• "CLOSED" sign posted on rest room door.	✓	*✓		
• Water and cleaning supplies secured.				water not secured collector inside restroom w/ donor
• Blue dye added to toilet and tank (if any).	✓			
• Plastic trash bags placed in collection areas.	✓			
PRE-COLLECTION				
• Donor's picture ID verified against donor list.	✓			

• Collectors introduced themselves and provided brief overview of procedure.		X		may be because they are Known
• Donor asked if any objections to using SSN, if objected then "NOT GIVEN" printed on applicable testing forms. (i.e., BATF, CCF)	✓			
• If both alcohol and drug test scheduled for donor, proceed with alcohol test first, if possible.		✓		

BREATH ALCOHOL TEST - Screening

• Donor asked if they have consumed any food or drink or smoked in the last 15 minutes. If donor has, then waiting period is implemented.		X		Reminded the collectors
• BAT completed Step 1 of BATF.	✓			
• Donor asked to read, sign, and date Step 2 of BATF. If donor declined to sign, then BAT annotated Step 3.	✓			
• BAT conducted an air blank.	✓			
• BAT and donor read displayed unique test number.	✓			
• BAT opened individually sealed mouthpiece and attached to EBT in view of donor.			F-	donor opens mouth piece & inserts into EBT
• Breath alochol test performed, results shown to donor and results printed out.	✓			
• BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results.	✓			
• If results are below 0.02, continue with the rest of this section.				
• If results are 0.02 or greater (0.01 or greater for follow-up), proceed with confirmation test.				
• BAT completed Step 3 of BATF.	✓			
• Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3.	✓			
• Donor given Copy 2 of BATF.	✓			

BREATH ALCOHOL TEST – Confirmation

• BAT explained testing procedure to donor.				
• Donor asked to observe 15 minute waiting period - not eat, drink, put any object or substance in mouth, or belch.				

• BAT conducted an air blank.				
• BAT opened individually sealed mouthpiece and attached to EBT in view of donor.				
• Breath alcohol test performed, results shown to donor and results printed out.				
• BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results.				
• BAT completed Step 3 of BATF.				
• Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3.				
• Donor given Copy 2 of BATF.				
• If confirmation test is 0.02 or greater, BAT immediately notified SC/DPL or DPC (0.01 or greater for follow-up).				

URINE SPECIMEN COLLECTION

• Collector completed Step 1 of CCF.	✓			
• Donor asked to remove unnecessary outer garments, donor may retain wallet.				Female does not ask donor
• Donor asked to empty pockets and display items.				Female does not ask donor
• Donor instructed to wash hands.	✓			
• Collection kit unsealed, collection cup unwrapped and donor instructed to fill as full as possible (at least 45 ml).	✓			
• Donor requested not to flush toilet until the specimen is given to the collector.	✓			
• The collector involved in accompanying donor to rest room and taking of urine specimen will be same gender as the donor.	✓			
• Donor is allowed to wash their hands after specimen is given to collector.	✓			
• Collector determined specimen volume meets current guidelines.	✓			
• If insufficient volume, then begin bashful bladder process. Collector notes time on CCF.	✓			
• Collector determined temperature, inspected for color and signs of contaminants.	✓			
• Collector completed Step 2 of CCF. Donor asked to observe reading and recording of specimen temperature on CCF.	✓			

• Specimen temperature read within 4 minutes of voiding.	✓			
• If temperature out of range, then with approval of DPC, second specimen collected under direct observation.				
• Specimen bottle A and B unwrapped in view of donor.	✓			
• In view of donor, specimen transferred to bottles A and B. (at least 30 ml in A and at least 15 ml in B)	✓			
• Both bottles sealed in view of donor, dated by collector and initialed by donor. (this is Step 3 of CCF)	✓			
• Collector completed Step 4 of CCF	✓			
• Donor completed Step 5 of CCF (on Copy 2).	✓			
• CCF and specimen bottle seals are double checked for accuracy by collector.	✓			
• Bottle A and B placed in leak-proof plastic bag , Copy 1 (WHITE) of CCF placed in rear pouch , plastic bag sealed, split kit seal placed across opening, seal initial and dated.	✓			
• Plastic specimen bag placed in kit box, kit seal placed on box, seal initialed and dated by collector.	✓			
• Donor is given Copy 5 (GREEN) of the CCF.	✓			

COLLECTION SITE CLOSURE

• Specimens kept in a secure place or always in collectors' view while on site.	✓			
• SC/DPL signed off annotated official donor list.	✓			
• All copies of donor list returned to collectors.	✓			
• Collectors returned rest room to pre-site set up.	✓			
• Collectors remove all items created by collection (e.g., specimens, collection supplies, donor lists, trash).	✓			

COMMENTS

Suggested to Kari when she may have a possible shy bladder to document when the donor is unable to provide on the 1st attempt. Inquired why no one was asking the donors to empty pockets + display items in remove garments

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

site audit 7/13/12 ACY Training
collectors: Robert Chrystal
Nahema Foster

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel		1	
C. Specimen Collection Procedures		1	
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	8 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	___/10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Laura Wiener Date: 7/16/12

Approved by: Laura Wiener Date: 7/16/12

Position/Title: DPC

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

site audit 5/22/12 in PHL.
collectors: John McCann
Deb OBey

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel		1	
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	9 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	9 /10	**Outcome:**	ACCEPTABLE TJ

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Laura Wiener Date: 5/22/12

Approved by: Laura Wiener Date: 5/30/12

Position/Title: D.P.C

LOCATION: NORFOLK, VA DATE: 3-27-12
DPC/SC: CARLA DAUGHTRY
COLLECTORS: TRACY VICK-EMSI BRUCE KELLY-EMSI

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Location: Norfolk, VA
Date: 3/27/11

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	Acceptable

Additional Comments: Persons not being tested were allowed in testing area during alcohol testing. Collection ~~site~~ site not totally secured as it was a great distance from the actual registration site.

Acceptable Outcome for Inspection: Yes X No ____

Self-Evaluation by: ____ Date: ____

Onsite Inspection by: Pam Scott Date: 3/27/12

Approved by: Teresa A. Date: 3/27/12 3/27/12

Position/Title: Manager, DAFAP.

Date: 5/29/12
Location: DCA-REAGAN National
S/C:
DPC: Pauline Landi / Charles Williams

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

COLLECTORS: Pierce Hodges
Ana ROLDAN — Needs FD&AT ID.

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site		0		
B. Personnel				2
C. Specimen Collection Procedures			1	
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer	✓	
Federal Agency/ Designee	✓	

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	7 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	7 /10	**Outcome:**	ACCEPTABLE

Additional Comments: RESTROOM NOT PROPERLY SECURED & COLLECTOR BEGAN COLLECTION PROCESS IN THE HALLWAY – NO PRIVACY GIVEN TO THE EMPLOYEE. CORRECTIVE ACTION WAS GIVEN IMMEDIATELY - PROBLEMS FIXED.

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Teresa [illegible] Date: 5/29/12

Approved by: Teresa [illegible] Date: 5/29/12

Position/Title: MANAGER, DAFWP

This Site Audit was conducted at the Orlando International Airport.

March 2012

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				X
B. Personnel				X
C. Specimen Collection Procedures				X
D. Collection Problems				X
E. Collection Site Records				X

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10/10	**Outcome:**

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: __LoLisa Tucker_____ Date:__3/12/12____

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

LOCATION: TSOC / McLearen Drive Herndon, VA.
DATE: 3-14-12
DPL/SC: MARNA MORRIS / TRESA JOHNSON (Coord. w/ AMY Ford & ANDY HOSEY)
COLLECTORS: JEFF HARPER - EMSI COLLECTOR ANA ROLDAN - FDEAT

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: [signature] Date: 3/14/12

Onsite Inspection by: [signature] Date: 3/14/12

Approved by: [signature] Date: 3/14/12

Position/Title: Prg Manager DAFOP

LOCATION: Annapolis Junction DATE: 3/21/2012
Fort Meade, MD
DPC/SC: Mara Morris

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collectors: Paula Bosman
Therman Cherry

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: Mara Mann Date: 3/21/2012

Onsite Inspection by: Mara Mann Date: 3/21/2012

Approved by: Mara Mann Date: 3/21/2012

Position/Title: HR Specialist / DPL-HQ TSA DAPWP

Lisa Dole

Dulles Airport / IAD Date: Monday January 30, 2012
Site Coordinator: Stanley Kachel
Drug Program Liaison: Dale Chandler

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collectors: Bryan Blewington
Ann Rolan

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

IAD / Dulles, VA

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Dulles IAD / Mon., 1/30/12
VA

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10 /10	**Outcome:** 10

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: [signature] Date: 1/30/2012

Onsite Inspection by: [signature] Date: 1/30/2012

Approved by: [signature] Date: 1/30/2012

Position/Title: HR Specialist TSA Drug & Alc-Free Workplace Program

[signature]

Collectors:
Therman Cherry
Paula Bosman

TSA HQ Thursday, Jan 19, 2012
Drug Program Liaison: Mark Morris

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer	2	
Federal Agency/ Designee	2	

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: [signature] Date: 1/19/2012

Onsite Inspection by: [signature] Date: 1/19/2012

Approved by: [signature] Date: 1/19/2012

Position/Title: HR Specialist - DPL for HS TSA Drug & Alcohol Free Workplace Program

[signature]

Date: 8-29-12

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collector/BAT Names: Deb O'Berg-EMST
John McCann

S/C: Charles Tomasello-TSM (DPC) - Applegate, Georgia

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	Acceptable

Additional Comments: (1) Refusal to test.

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: Tresa Johnson / Marm Morris Date: 8/29/12

Onsite Inspection by: " " Date: 8/29/12

Approved by: [signature] Date: 8/29/12

Position/Title: MGR- DAFWP

LOCATION: FAM TESTING — ARLINGTON, VA.

DATE: 11-15-11

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			1	
B. Personnel			1	
C. Specimen Collection Procedures		Ø		
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer	C.	
Federal Agency/ Designee	NONE	✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	6 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	16

Additional Comments: (A) COLL. FORGOT BLUING AGENT - USED A RED SOLUTION. (B) COLL SITE DID NOT PROVIDE PRIVACY WHEN COMPLETING CCF PAPERWORK COMPLETED IN AN OPEN ALCOVE, WHERE EMPLOYEES (NOT TESTED) PASSED BY. (C) COLLECTOR TOOK CELL CALLS DURING COLLECTION & ASKED INAPPROPRIATE QUESTION (PILLS) TO DONOR.

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: Teresa [signature] Date: 11-15-11

Onsite Inspection by: [signature] Date: 11-15-11

Approved by: Teresa [signature] Date: 11-15-11

Position/Title: Mgr. Drug & alcohol-Free Workplace Prg.

Location: BWI DATE: 11-30-11

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2 ✓
B. Personnel			1	
C. Specimen Collection Procedures				2 ✓
D. Collection Problems				2 ✓
E. Collection Site Records				2 ✓

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee	B - collector complaints	

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	9/10	**Outcome:**	19

Additional Comments: There were (3) complaints that the male collector was unprofessional & did not explain coll procedures loudly & clearly; when asked to repeat became irritated.
& DPL-Vivian Ashton has an excellent process in managing the testing! Rating - 10

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: [signature] Date: 11-30-11

* Onsite Inspection by: [signature] Date: 11-30-11

Approved by: [signature] Date: 11-30-11

Position/Title: Mgr. Drug & Alcohol-Free Workplace Prg.

* Rick Wrobel - FD & AT > accompanied the inspection
✓ DME group

LOCATION: Herndon, VA - FAMS

DATE: 12-1-11

Collection Site Evaluation Form

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Rating (out of 10)		*Acceptable: rating ≥ 5 and no more than one section with serious deficiencies* *Unacceptable: rating < 5 or more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10		
Federal Agency/ Designee	10 /10	**Outcome:**	10

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: Teresa [signature] Date: 12-1-11

Onsite Inspection by: Teresa [signature] Date: 12-1-11

Approved by: Teresa [signature] Date: 12-1-11

Position/Title: MANAGER - DRUG & ALCOHOL-FREE WORKPLACE PRG.

ACCOMPANIED BY: LAURA WEINER - FAMS
RANDY SCHAFFER - FD & AT.

HQ-Herndon, VA

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		2
Federal Agency/ Designee		2

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10 /10	**Outcome:**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: [signature] Date: 3/14/12

Onsite Inspection by: [signature] Date: 3/14/12

Approved by: [signature] Date: 3/14/12

Position/Title: Prg Manager DAFMP

This Site Audit was conducted at the Orlando International Airport.

March 2012

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				X
B. Personnel				X
C. Specimen Collection Procedures				X
D. Collection Problems				X
E. Collection Site Records				X

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10/10	**Outcome:**

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: __LoLisa Tucker_____ Date:__3/12/12____

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 12/4/2014

Location: Dallas/Fort Worth, Texas

DPL/SC on site – Edward (Ed) Ingram

Female Collector – Tanya Smith

Male Collector – Clifton Jackson

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	**10**/10	Outcome:	ACCEPTABLE

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Sharon Robinson_____ Date:_12/4/2014_____

Approved by: Tresa Johnson Date: 12-5-14

Position/Title: Manager, DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Site audit - Reston, VA
7/23/14
Collectors - Matt Menzies
Katie Lynch

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form IAH 3/4/14

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	___/10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: [signature] Date: 3/4/14

Approved by: _____ Date: _____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 2/20/14

Location: JFK

DPL/SC on site: Issac Theryne - DPL Chris Aherin

Female Collector's Name: Clara Perez

Male Collector's Name: Bob Diamonte

print the information & write the name that appears on the collector's ID.

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			
C. Specimen Collection Procedures	0	1	
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer	C-5 / C31	C12
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	___/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	___/10	**Outcome:**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Romy Scott Date: 2/20/14
Romy Scott

Approved by: _____ Date: _____

Position/Title: _____

C-5 – The collector did not properly verify donor identity

C-12 – Female collector did not give donor collection instructions
C-31 – Specimens left unattended – other donors left unattended in site collection room

Collection Site Evaluation Form LAS 2/27

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			1	
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		SECTION A

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies* Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	9/10	**Outcome:**	

Additional Comments: TESTING LOCATION IS A THOROUGHFARE TO TRAINING ROOM + OTHER OFFICES

Acceptable Outcome for Inspection: Yes ✓ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: [signature] Date: 2/27/14

Approved by: _____ Date: _____

Position/Title: _____

DOT/OST/SAATO
Drug and Alcohol Testing Program
ON-SITE AUDIT REPORT

GENERAL INFORMATION

Site Audit Date: 3-13-13

Operating Agency: TSA

Site Location (City, State) _____

Collectors: Dennis Hatley

Lucker Coleman LISA Martin

DPC/DPL/SC: John Bonnet

# of Drug Collections Scheduled: 24

# of Drug Collections Completed: 24

# of Alcohol Tests Scheduled: 24

# of Alcohol Tests Completed: _____

Auditor: LOUISA TUCKER

Audit Purpose: _____

COLLECTION PREPARATION

	YES	NO	N/A	COMMENTS
• Collectors arrived on time				
• Adequate supplies brought to site.	✓			
• Correct forms, supplies, equipment brought to site.	✓			
• Name badges worn during collections.	✓			
• Collectors were professional.	✓			
• Collectors knowledgeable about current procedures.	✓			

COLLECTION SITE SET-UP

	YES	NO	N/A	COMMENTS
• SC/DPL or available.	✓			
• Official copy of donor list given to SC/DPL.	✓			
• Collection paperwork area set up as free from traffic as possible.	✓			
• "CLOSED" sign posted on rest room door.	✓			
• Water and cleaning supplies secured.	✓			
• Blue dye added to toilet and tank (if any).	✓			
• Plastic trash bags placed in collection areas.	✓			

PRE-COLLECTION

	YES	NO	N/A	COMMENTS
• Donor's picture ID verified against donor list.	✓			

- Collectors introduced themselves and provided brief overview of procedure. ✓
- Donor asked if any objections to using SSN, if objected then "NOT GIVEN" printed on applicable testing forms (i.e., BATF, CCF) ✓
- If both alcohol and drug test scheduled for donor, proceed with alcohol test first, if possible. ✓

BREATH ALCOHOL TEST - Screening

- Donor asked if they have consumed any food or drink or smoked in the last 15 minutes. If donor has, then waiting period is implemented. did not hear anyone ask
- BAT completed Step 1 of BATF. ✓
- Donor asked to read, sign, and date Step 2 of BATF. If donor declined to sign, then BAT annotated Step 3. ✓
- BAT conducted an air blank. ✓
- BAT and donor read displayed unique test number. ✓
- BAT opened individually sealed mouthpiece and attached to EBT in view of donor. ✓
- Breath alochol test performed, results shown to donor and results printed out ✓
- BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results. ✓
- If results are below 0.02, continue with the rest of this section.
- If results are 0.02 or greater (0.01 or greater for follow-up), proceed with confirmation test.
- BAT completed Step 3 of BATF. ✓
- Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3. ✓
- Donor given Copy 2 of BATF. ✓

BREATH ALCOHOL TEST – Confirmation

- BAT explained testing procedure to donor.
- Donor asked to observe 15 minute waiting period - not eat, drink, put any object or substance in mouth, or belch.

- BAT conducted an air blank.
- BAT opened individually sealed mouthpiece and attached to EBT in view of donor.
- Breath alcohol test performed, results shown to donor and results printed out.
- BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results.
- BAT completed Step 3 of BATF.
- Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3.
- Donor given Copy 2 of BATF.
- If confirmation test is 0.02 or greater, BAT immediately notified SC/DPL or DFC (0.01 or greater for follow-up).

URINE SPECIMEN COLLECTION

- Collector completed Step 1 of CCF. ✓
- Donor asked to remove unnecessary outer garments, donor may retain wallet.
- Donor asked to empty pockets and display items.
- Donor instructed to wash hands.
- Collection kit unsealed, collection cup unwrapped and donor instructed to fill as full as possible (at least 45 ml). ✓
- Donor requested not to flush toilet until the specimen is given to the collector ✓
- The collector involved in accompanying donor to rest room and taking of urine specimen will be same gender as the donor. ✓
- Donor is allowed to wash their hands after specimen is given to collector. ✓
- Collector determined specimen volume meets current guidelines. ✓
- If insufficient volume, then begin bashful bladder process. Collector notes time on CCF. ✓
- Collector determined temperature, inspected for color and signs of contaminants. ✓
- Collector completed Step 2 of CCF. Donor asked to observe reading and recording of specimen temperature on CCF. ✓

- Specimen temperature read within 4 minutes of voiding. ✓
- If temperature out of range, then with approval of DPC, second specimen collected under direct observation. ✓
- Specimen bottle A and B unwrapped in view of donor. ✓
- In view of donor, specimen transferred to bottles A and B. (at least 30 ml in A and at least 15 ml in B) ✓
- Both bottles sealed in view of donor, dated by collector and initialed by donor. (this is Step 3 of CCF) ✓
- Collector completed Step 4 of CCF ✓
- Donor completed Step 5 of CCF (on Copy 2). ✓
- CCF and specimen bottle seals are double checked for accuracy by collector. ✓
- Bottle A and B placed in leak-proof plastic bag , Copy 1 (WHITE) of CCF placed in rear pouch , plastic bag sealed, split kit seal placed across opening, seal initial and dated. ✓
- Plastic specimen bag placed in kit box, kit seal placed on box, seal initialed and dated by collector. ✓
- Donor is given Copy 5 (GREEN) of the CCF. ✓

COLLECTION SITE CLOSURE

- Specimens kept in a secure place or always in collectors' view while on site. ✓
- SC/DPL signed off annotated official donor list. ✓
- All copies of donor list returned to collectors. ✓
- Collectors returned restroom to pre-site set up. ✓
- Collectors remove all items created by collection (e.g., specimens, collection supplies, donor lists, trash). ✓

COMMENTS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 8/26/2014

Location: Miami International Airport

DPL/SC on site – Zulma Garcia/Gary Smith

Female Collector – Maria Rosario

Male Collector – Nelson Tovar

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies
Inspector / Collection Site Reviewer	___/10	
Federal Agency/ Designee	**10**/10	Outcome:

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Romy Scott_ Date:_____8/26/14_____

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 3/27/14, 1300 - 1900

Location: MSP Collections - 26

DPL/SC on site – Allen Brock, DPL-TSM

Female Collector – Debbie Barr (EMSI)*

Male Collector – William Barr (EMSI)*

*Note – married team

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	**10**/10	Outcome:	

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Robin Burse_____ Date:____4/27/2014___

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary				
Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				X
B. Personnel				X
C. Specimen Collection Procedures				X
D. Collection Problems				X
E. Collection Site Records				X

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome			
Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10/10	**Outcome:**	

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: __LoLisa Tucker_____ Date:__2/12/13____

Approved by: _____ Date:_____

Position/Title: _____

DOT/OST/SAATO
Drug and Alcohol Testing Program
ON-SITE AUDIT REPORT

GENERAL INFORMATION

Site Audit Date: July 30, 2013

Operating Agency: TSA

Site Location (City, State) Raleigh, NC

Collectors: Kay Stephenson, Robert O'Neil

DPC/DPL/SC: Millie Mitchell

# of Drug Collections Scheduled: 24

# of Drug Collections Completed: ____

# of Alcohol Tests Scheduled: 24

# of Alcohol Tests Completed: ____

Auditor: LOLISA Tucker

Audit Purpose: ____

COLLECTION PREPARATION	YES	NO	N/A	COMMENTS
Collectors arrived on time	✓			
Adequate supplies brought to site.				
Correct forms, supplies, equipment brought to site.	✓			
Name badges worn during collections.				
Collectors were professional.	✓			
Collectors knowledgeable about current procedures.	✓			

COLLECTION SITE SET-UP				
SC/DPL or available.	✓			
Official copy of donor list given to SC/DPL				
Collection paperwork area set up as free from traffic as possible.	✓			
"CLOSED" sign posted on rest room door.				enclosed Room
Water and cleaning supplies secured.	✓			
Blue dye added to toilet and tank (if any).	✓			
Plastic trash bags placed in collection areas.	✓			

PRE-COLLECTION				
Donor's picture ID verified against donor list.	✓			

• Collectors introduced themselves and provided brief overview of procedure.	✓			
• Donor asked if any objections to using SSN, if objected then "NOT GIVEN" printed on applicable testing forms. (i.e., BATF, CCF)	✓			
• If both alcohol and drug test scheduled for donor, proceed with alcohol test first, if possible.	✓			

BREATH ALCOHOL TEST - Screening

• Donor asked if they have consumed any food or drink or smoked in the last 15 minutes. If donor has, then waiting period is implemented.		✓		Collector has not asked donor
• BAT completed Step 1 of BATF.	✓			
• Donor asked to read, sign, and date Step 2 of BATF. If donor declined to sign, then BAT annotated Step 3.	✓			
• BAT conducted an air blank.	✓			
• BAT and donor read displayed unique test number.	✓			
• BAT opened individually sealed mouthpiece and attached to EBT in view of donor.	✓			
• Breath alochol test performed, results shown to donor and results printed out.	✓			
• BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results.	✓			
• If results are below 0.02, continue with the rest of this section.				
• If results are 0.02 or greater (0.01 or greater for follow-up), proceed with confirmation test.				
• BAT completed Step 3 of BATF.	✓			
• Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3.	✓			
• Donor given Copy 2 of BATF.	✓			

BREATH ALCOHOL TEST – Confirmation

• BAT explained testing procedure to donor.				
• Donor asked to observe 15 minute waiting period - not eat, drink, put any object or substance in mouth, or belch.				

- BAT conducted an air blank.
- BAT opened individually sealed mouthpiece and attached to EBT in view of donor.
- Breath alcohol test performed, results shown to donor and results printed out.
- BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results.
- BAT completed Step 3 of BATF.
- Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3.
- Donor given Copy 2 of BATF.
- If confirmation test is 0.02 or greater, BAT immediately notified SC/DPL or DFC (0.01 or greater for follow-up).

URINE SPECIMEN COLLECTION

- Collector completed Step 1 of CCF. ✓
- Donor asked to remove unnecessary outer garments, donor may retain wallet. ✓
- Donor asked to empty pockets and display items. ✓
- Donor instructed to wash hands. ✓
- Collection kit unsealed, collection cup unwrapped and donor instructed to fill as full as possible (at least 45 ml). ✓
- Donor requested not to flush toilet until the specimen is given to the collector ✓
- The collector involved in accompanying donor to rest room and taking of urine specimen will be same gender as the donor. ✓
- Donor is allowed to wash their hands after specimen is given to collector. ✓
- Collector determined specimen volume meets current guidelines. ✓
- If insufficient volume, then begin bashful bladder process. Collector notes time on CCF.
- Collector determined temperature, inspected for color and signs of contaminants. ✓
- Collector completed Step 2 of CCF. Donor asked to observe reading and recording of specimen temperature on CCF. ✓

- Specimen temperature read within 4 minutes of voiding. ✓ ___ ___ _____
- If temperature out of range, then with approval of DPC, second specimen collected under direct observation. ___ ___ ___ _____
- Specimen bottle A and B unwrapped in view of donor. ✓ ___ ___ _____
- In view of donor, specimen transferred to bottles A and B. (at least 30 ml in A and at least 15 ml in B) ✓ ___ ___ _____
- Both bottles sealed in view of donor, dated by collector and initialed by donor. (this is Step 3 of CCF) ✓ ___ ___ _____
- Collector completed Step 4 of CCF ✓ ___ ___ _____
- Donor completed Step 5 of CCF (on Copy 2). ✓ ___ ___ _____
- CCF and specimen bottle seals are double checked for accuracy by collector. ✓ ___ ___ _____
- Bottle A and B placed in leak-proof plastic bag , Copy 1 (WHITE) of CCF placed in rear pouch , plastic bag sealed, split kit seal placed across opening seal initial and dated. ✓ ___ ___ _____
- Plastic specimen bag placed in kit box, kit seal placed on box, seal initialed and dated by collector. ✓ ___ ___ _____
- Donor is given Copy 5 (GREEN) of the CCF. ✓ ___ ___ _____

COLLECTION SITE CLOSURE

- Specimens kept in a secure place or always in collectors' view while on site. ✓ ___ ___ _____
- SC/DPL signed off annotated official donor list. ___ ___ ___ _____
- All copies of donor list returned to collectors. ___ ___ ___ _____
- Collectors returned restroom to pre-site set up. ___ ___ ___ _____
- Collectors remove all items created by collection (e.g., specimens, collection supplies, donor lists, trash). ___ ___ ___ _____

COMMENTS

_____

_____

_____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 06/04/2014, 0900 - 1500

Location: SAN Collections - 24 +2 = 26

DPL/SC on site – Judy Rossi

Female Collector – Maureen Colt, EMSI

Male Collector – Martin Cardenas, EMSI

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	__10_/10	___Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	__**10**/10	Outcome:

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Robin Burse_____ Date:__06/04/14

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 09/16/2014

Location: SNA, 23

DPL/SC on site – Lupe Langan

Female Collector – OC-ESMI, Deb Martin

Male Collector – OC-ESMI, Shawn O'Neill

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary				
Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome			
Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	

Additional Comments: _____See attachment._____

_____

_____

Acceptable Outcome for Inspection: Yes ___X___ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Robin Burse_____ Date:____09/16/14_____

Approved by: _____ Date:_____

Position/Title: _____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 6/13/14

Location: Des Moines International Airport

DPL/SC on site: Todd Ginther/Raegan Gile

Female Collector's Name: April Pike (Torgerson); Carrie Prall

Male Collector's Name: David Clark

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel		0		
C. Specimen Collection Procedures		0		
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector /Collection Site Reviewer	X	
Federal Agency/ Designee	X	

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	6/10		
Federal Agency/ Designee	6/10	Outcome: two	sections with serious deficiencies

Additional Comments:

Acceptable Outcome for Inspection: Yes _____ No ___X___

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: ____Lisa Johnson_____ Date: 6/13/14

Approved by: _____ Date:_____

Position/Title: _____

DOT/OST/SAATO
Drug and Alcohol Testing Program
ON-SITE AUDIT REPORT

GENERAL INFORMATION

Site Audit Date: 3/19/13

Operating Agency: TSA

Site Location (City, State): Harlingen, TX

Collectors: Robert Claire
Molly Merklin

DPC/DPL/SC: Brenda Salinas

# of Drug Collections Scheduled: 24

# of Drug Collections Completed: 24

# of Alcohol Tests Scheduled: 24

# of Alcohol Tests Completed: 24

Auditor: _____

Audit Purpose: _____

COLLECTION PREPARATION	YES	NO	N/A	COMMENTS
• Collectors arrived on time	✓			
• Adequate supplies brought to site.	✓			
• Correct forms, supplies, equipment brought to site.	✓			
• Name badges worn during collections.	✓			
• Collectors were professional.	✓			
• Collectors knowledgeable about current procedures.	✓			

COLLECTION SITE SET-UP				
• SC/DPL or available.	✓			
• Official copy of donor list given to SC/DPL	✓			
• Collection paperwork area set up as free from traffic as possible.	✓			
• "CLOSED" sign posted on rest room door.	✓			
• Water and cleaning supplies secured.	✓			
• Blue dye added to toilet and tank (if any).	✓			
• Plastic trash bags placed in collection areas.	✓			

PRE-COLLECTION				
• Donor's picture ID verified against donor list.	✓			

- Collectors introduced themselves and provided brief overview of procedure. ✓
- Donor asked if any objections to using SSN, if objected then "NOT GIVEN" printed on applicable testing forms. (i.e., BATF, CCF) ✓
- If both alcohol and drug test scheduled for donor, proceed with alcohol test first, if possible. ✓

BREATH ALCOHOL TEST - Screening

- Donor asked if they have consumed any food or drink or smoked in the last 15 minutes. If donor has, then waiting period is implemented. ✓
- BAT completed Step 1 of BATF. ✓
- Donor asked to read, sign, and date Step 2 of BATF. If donor declined to sign, then BAT annotated Step 3. ✓
- BAT conducted an air blank. ✓
- BAT and donor read displayed unique test number. ✓
- BAT opened individually sealed mouthpiece and attached to EBT in view of donor. ✓
- Breath alochol test performed, results shown to donor and results printed out. ✓
- BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results. ✓
- If results are below 0.02, continue with the rest of this section. ✓ ✓
- If results are 0.02 or greater (0.01 or greater for follow-up), proceed with confirmation test. ✓ ✓
- BAT completed Step 3 of BATF. ✓
- Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3. ✓
- Donor given Copy 2 of BATF. ✓

BREATH ALCOHOL TEST – Confirmation

- BAT explained testing procedure to donor. ✓
- Donor asked to observe 15 minute waiting period - not eat, drink, put any object or substance in mouth, or belch. ✓

- BAT conducted an air blank. ✓
- BAT opened individually sealed mouthpiece and attached to EBT in view of donor. ✓
- Breath alcohol test performed, results shown to donor and results printed out. ✓
- BAT affixed results to each copy of BATF and placed tamper-evident tape over the printed results. ✓
- BAT completed Step 3 of BATF. ✓
- Donor asked to read, sign, and date Step 4 of BATF. If donor declined to sign, then BAT annotated Step 3. ✓
- Donor given Copy 2 of BATF. ✓
- If confirmation test is 0.02 or greater, BAT immediately notified SC/DPL or DFC (0.01 or greater for follow-up). ✓

URINE SPECIMEN COLLECTION

- Collector completed Step 1 of CCF. ✓
- Donor asked to remove unnecessary outer garments, donor may retain wallet. ✓
- Donor asked to empty pockets and display items. ✓
- Donor instructed to wash hands. ✓
- Collection kit unsealed, collection cup unwrapped and donor instructed to fill as full as possible (at least 45 ml). ✓
- Donor requested not to flush toilet until the specimen is given to the collector ✓
- The collector involved in accompanying donor to rest room and taking of urine specimen will be same gender as the donor. ✓
- Donor is allowed to wash their hands after specimen is given to collector. ✓
- Collector determined specimen volume meets current guidelines. ✓
- If insufficient volume, then begin bashful bladder process. Collector notes time on CCF. ✓
- Collector determined temperature, inspected for color and signs of contaminants. ✓
- Collector completed Step 2 of CCF. Donor asked to observe reading and recording of specimen temperature on CCF. ✓

- Specimen temperature read within 4 minutes of voiding. ✓
- If temperature out of range, then with approval of DPC, second specimen collected under direct observation. ✓
- Specimen bottle A and B unwrapped in view of donor. ✓
- In view of donor, specimen transferred to bottles A and B. (at least 30 ml in A and at least 15 ml in B) ✓
- Both bottles sealed in view of donor, dated by collector and initialed by donor. (this is Step 3 of CCF) ✓
- Collector completed Step 4 of CCF ✓
- Donor completed Step 5 of CCF (on Copy 2). ✓
- CCF and specimen bottle seals are double checked for accuracy by collector. ✓
- Bottle A and B placed in leak-proof plastic bag , Copy 1 (WHITE) of CCF placed in rear pouch , plastic bag sealed, split kit seal placed across opening, seal initial and dated. ✓
- Plastic specimen bag placed in kit box, kit seal placed on box, seal initialed and dated by collector. ✓
- Donor is given Copy 5 (GREEN) of the CCF. ✓

COLLECTION SITE CLOSURE

- Specimens kept in a secure place or always in collectors' view while on site. ✓
- SC/DPL signed off annotated official donor list. ✓
- All copies of donor list returned to collectors. ✓
- Collectors returned restroom to pre-site set up. ✓
- Collectors remove all items created by collection (e.g., specimens, collection supplies, donor lists, trash). ✓

COMMENTS

Airport: SAV – Savannah, GA

DPLs: Toby Poston and Terry Todd

Inspection Date: 9/17/13

Collection Site Evaluation Form Overall Section Summary			
Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site		**1 - yes**	
B. Personnel	**n/a**		
C. Specimen Collection Procedures	**n/a**		
D. Collection Problems	**n/a**		
E. Collection Site Records	**n/a**		

Overall Summary of Serious Deficiencies (List Sections)	
Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer - no serious deficiencies were identified	
Federal Agency/ Designee – deficiencies identified in collection site but corrected.	

ORF – Norfolk

Collection Site Evaluation Form

Overall Section Summary			
Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			X
B. Personnel			X
C. Specimen Collection Procedures			X
D. Collection Problems			X
E. Collection Site Records			X

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome			
Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10/10	**Outcome:**	

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: LoLisa Tucker Date: 2/12/13

Approved by: [signature] Date: 3/29/13

Position/Title: Mgr. DAFAP

BWI

Collection Site Evaluation Form

Overall Section Summary			
Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site	Ø	1 yes	Ø
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome			
Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	9 / 10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	9 / 10	**Outcome:**	**Acceptable**

Additional Comments: Deficiency: long wait time for employees and securing the collection site. The deficiencies were corrected immediately at the time of testing/resolved with the contractor and DPL.

Acceptable Outcome for Inspection: Yes __X____ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _Tresa Johnson / Marva Morris_____ Date:____2/13/2013__

Approved by: Tresa J Date: 2/13/13

Position/Title: Mgr-DAFW

JFK

Collection Site Evaluation Form

Overall Section Summary			
Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome			
Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 / 10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 / 10	**Outcome:**	**Acceptable**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes __X____ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _Tresa Johnson / Marva Morris_____ Date:____2/20/2013__

Approved by: Tresa Johnson Date: 2/20/13

Position/Title: MGR. DATA

DAFWP Site Audits …

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Denver, CO February 20, 2013 Site Audit

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				X
B. Personnel				X
C. Specimen Collection Procedures				X
D. Collection Problems				X
E. Collection Site Records				X

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	___/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	___/10	**Outcome:**

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes __X____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: _Tonya Templeton _____ Date: 3-12-2013_____

Approved by: _____ Date: _____

Position/Title: ___Manager, SAATO _____

HQ/Arlington – 6-18-2013

LOCATION: ~~HQ~~ Arlington, VA Tues. June 18, 2013
DPL/SC: Marvel Morris

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collectors Pierce Hodges
Katie Lynch

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site	No	No	✓ yes
B. Personnel	No	No	✓ yes
C. Specimen Collection Procedures	No	No	✓ yes
D. Collection Problems	No	No	✓ yes
E. Collection Site Records	No	No	✓ yes

Overall Summary of Serious Deficiencies

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		*Acceptable: rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10 /10	*Unacceptable: rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10 /10	Outcome:

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: [signature] Date: 6/18/2013

Approved by: [signature] Date: 6/18/13

Position/Title: Mgr - DAFWP

HQ/Arlington, VA

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

DATE: 7-12-13

COLLECTORS: PIERCE HODGES
ROSEMARY LYNCH

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site		No	NO	YES
B. Personnel		No	NO	YES
C. Specimen Collection Procedures		NO	NO	YES
D. Collection Problems		NO	NO	YES
E. Collection Site Records		NO	NO	YES

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		*Acceptable: rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	___/10	*Unacceptable: rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	___/10	**Outcome:**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: [signature] Date: 7-12-2013

Approved by: [signature] Date: 7/24/13

Position/Title: MGR- DAFWP

AJ/FT MEADE, MD

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

DATE: 7-17-13

COLLECTORS: KELLY ZANTI &
DONALD BROWN

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site		No	No	YES
B. Personnel		No	No	YES
C. Specimen Collection Procedures		No	No	YES
D. Collection Problems		No	No	YES
E. Collection Site Records		No	No	YES

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	10 /10	**Outcome:**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Maria [illegible] Date: 7-17-2013

Approved by: Teresa [illegible] Date: 7/26/13

Position/Title: MGR DATWP

LOCATION: Herndon, VA DATE: 8-20-13
DPL/SC: MARIA MORRIS / TRESA JOHNSON

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

COLLECTORS: Pierce Hudges
Katie Lynch

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		✓
Federal Agency/ Designee		✓

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	Acceptable

Additional Comments: _____

Acceptable Outcome for Inspection: Yes ✓ No ____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Teresa [illegible] Date: 8/20/13

Approved by: Teresa [illegible] Date: 8/20/13

Position/Title: MGR-DATWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 3/11/14

Location: Lambert-St. Louis International Airport

DPL/SC on site: Bruce Gardiner/Janice Moore

Female Collector's Name: Amanda Mendenhall

Male Collector's Name: Marty Lewis

Collection Site Checklist

For the
Collection of Urine Specimens for
Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	10/10	Outcome: Acceptable

Additional Comments: *Section C Specimen Collection Procedures—The collector appropriately asked the donors to remove all items out of their pockets. However, in one instance, a donor removed a wristlet pouch (approx. 4"x5") from her pocket and the collector did not request that she open the pouch for inspection. This was immediately brought to the attention of the SC and collectors.*

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Lisa Johnson/Tresa Johnson Date: 3/11/14

Approved by: _____ Date: 3/11/14

Position/Title: MANAGER, DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 3/27/14, 1300 - 1900

Location: MSP Collections - 26

DPL/SC on site – Allen Brock, DPL-TSM

Female Collector – Debbie Barr (EMSI)*

Male Collector – William Barr (EMSI)*

*Note – married team

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	10/10	Outcome: 10

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No ____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Robin Burse Date: 4/27/2014

Approved by: [signature] Date: 4/1/14

Position/Title: MANAGER, DAFNP

- Federal employee drug testing programs consist of specimen collection, laboratory analysis, and medical review. Per the Department of Health and Human Services (HHS) Mandatory Guidelines for Federal Drug Testing Programs, laboratories that are certified to analyze federal specimens undergo strict inspections and audits to maintain federal certification. TSA Drug and Alcohol Testing is conducted in accordance with DOT Order 39101.D. T

- SA's Drug and Alcohol-Free Workplace Program (DAFWP) is a comprehensive program that is managed in accordance with Federal regulations and agency's policies. The DAFWP consists of the three (3) major elements: 1) Drug and Alcohol Testing, 2) Training and Education and 3) Rehabilitation.

- From January to December 2013, Quest Diagnostic, who is reported as being the "world's leader in diagnostic services" analyzed more than 1.9 million federally-mandated workforce, which includes federal agencies who follow HHS and DOT drug testing regulations. The 2013 overall percentage of positive drug tests among federally-mandated workforce is **1.7%** and the positive testing rate for random testing is **1.5%. TSA falls well under this percentage with a positive random drug testing rate of <u>0.42% in 2013 and 0.45% in 2014</u> with over 50,000 employees who reside in a testing designated position subject to random drug and/or alcohol testing. The positive random alcohol testing rate in 2013 is 0.07% and 0.10% in 2014.**

Table 2. Positivity Rates By Testing Category – Urine Drug Tests

Testing Category	2009	2010	2011	2012	2013
Federally-Mandated, Safety-Sensitive Workforce	1.5%	1.5%	1.7%	1.6%	1.7%
General U.S. Workforce	4.2%	4.2%	4.1%	4.1%	4.3%
Combined U.S. Workforce	3.6%	3.5%	3.5%	3.5%	3.7%

Table 3. Positivity Rates By Testing Reason – Urine Drug Tests

Testing Reason	2009	2010	2011	2012	2013
Follow-Up	2.5%	2.4%	2.8%	2.8%	3.0%
For Cause	11.1%	9.7%	7.5%	8.5%	9.3%
Periodic	0.80%	1.0%	1.6%	1.5%	1.3%
Post-Accident	2.2%	2.2%	2.3%	2.4%	2.5%
Pre-Employment	1.5%	1.6%	1.8%	1.7%	1.8%
Random	1.4%	1.4%	1.5%	1.4%	1.5%
Returned to Duty	3.0%	3.3%	2.5%	2.7%	2.8%

(For Federally-Mandated, Safety-Sensitive Workforce)
More than 1.9 million tests from January to December 2013

Site Audits

TSA does not have a direct contract with laboratories, collectors and medical review officer services; services are rendered through an Interagency Agreement with Department of Transportation (DOT). Per the IA, DOT conducts inspections/audits on TSA behalf. However, pursuant to HHS mandatory guidelines, the DAFWP is required to audit the urine specimen collection sites, which are our airports.

DAFWP Site Audits

Highlight=copies **not** on hand

Location		Date	Auditor
-	-	-	*Site Audits conduct by TSA, unless otherwise specified*
FY 10	-	-	
Records are not available - Per the Federal General Record Schedule 1, 36. Federal Workplace Drug Testing Program Files, records are maintained for 3 years.			
FY11	-	-	
Records are not available - Per the Federal General Record Schedule 1, 36. Federal Workplace Drug Testing Program Files, records are maintained for 3 years.			
FY 12	-	-	
FAM	Arlington, VA	11/15/2011	
BWI	Linthicum, MD	11/30/2011	
FAM	Herndon, VA	12/1/2011	
IAD	Dulles Intl, VA	1/30/2012	
HQ	Arlington, VA	1/19/2012	
HQ	Herndon, VA	3/14/2012	
MCO	Orlando, FL	3/12/2012	
ELP	El Paso, TX	3/15/2012	DOT conducted
HQ	Ft. Meade, MD	3/21/2012	
ORF	Norfolk, VA	3/27/2012	DOT conducted
FAM-PHL	Philadelphia, PA	5/22/2012	
DCA	Arlington, VA	5/29/2012	
BTR-EMSI	EMSI - Baton Rouge, LA	5/30/2012	DOT conducted
BTR	Baton Rouge, LA	5/30/2012	DOT conducted
FAM	Atlantic City, NJ	7/13/2012	
PHL	Philadelphia, PA	8/29/2012	

FY13			
-			
ORF	EMSI-Norfolk, VA	2/4/2013	DOT conducted
ORF	Norfolk, VA	2/12/2013	DOT conducted
BWI	Linthicum, MD	2/13/2013	
DEN	Denver, CO	2/20/2013	DOT conducted
JFK	Jamaica, NY	2/20/2013	
MEM	EMSI ofc -Memphis, TN	3/13/2013	DOT & FDAT conducted
MEM	Memphis, TN	3/13/2013	
HRL	Harlingen, TX	3/19/2013	
HQ	HQ, Arlington, VA	6/18/2013	
FAM	Arlington, VA	7/12/2013	
HQ	Fort Meade, MD	7/17/2013	
RDU	Raleigh, NC	7/30/2013	
HQ	Herndon, VA	8/20/2013	
BOS	Boston, MA	8/29/2013	
SAV	Savannah, GA	9/17/2013	
FY14			
-			
TPA	Tampa, FL	11/1/2013	DOT-FD&AT conducted
JFK	Jamaica, NY	2/20/2014	
LAS	Las Vegas, NV	2/27/2014	
IAH	Houston, TX	3/4/2014	
STL	St. Louis, MO	3/11/2014	
PHX	Phoenix, AZ	3/22/2014	DOT conducted
MSP	St. Paul, MN	3/27/2014	
SAN	San Diego, CA	6/4/2014	
DSM	Des Moines, IA	6/13/2014	
JAX	Jacksonville, FL	6/25/2014	
DFW	Dallas Ft. Worth	6/30/2014	
MIA	Miami, FL	8/26/2014	
SNA	Irvine, CA	9/16/2014	

Following is a summary of TSA Drug and Alcohol-Free Workplace Program (DAFWP) employee testing. All employees who reside in a Testing Designated Positions (TDP) are not subject to drug and alcohol testing; therefore, the number of drug and alcohol test results may differ. All TSA employees are subject to reasonable suspicion drug testing.

For the period of: **Fiscal Year 2010** (October 1, 2009 to September 30, 2010):

Random Testing	
Total Random Drug Test Results:	**20,672**
Total Random Drug Positives/Rate:	**88 / 0.43%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:	**6**
Newark, NJ (EWR)	1
Tunica, MS (UTA)	1
Dulles, VA (IAD)	1
San Antonio, TX (SAT)	1
Kileen TX (GRK)	1
Santa Ana CA (SNA)	1
	6

Total Random Drug Positives:	**82**
Albany, NY (ALB)	1
Aquadilla, PR (BQN)	1
Arlington VA (DCA)	4
Atlanta, GA (ATL)	1
Atlanta, GA (ATL)	2
Baltimore, MD	3
Bellevue, WA (SEA)	1
Bellingham, WA (BLI)	1
Boston, MA (BOS)	2
Carolina, PR (SJU)	2
Chicago, IL	3
Columbus, GA (CSG)	1
Dallas, TX (DAL)	3
Dulles, VA (IAD)	1
Flushing NY (LGA)	2
Ft. Lauderdale, FL (FLL)	2
Greer, SC (GSP)	1
Gypsum, CO	1
Jacksonville FL (JAX)	1
Jamaica, NY (JFK)	1
Little Rock AR (LIT)	1

Los Angeles, CA (LAX)	2
Manchester, NH (MHT)	1
Miami, FL (MIA)	3
Missoula, MT (MSO)	1
Minneapolis, MN	1
Newark, NJ (EWR)	3
Norfolk, VA (ORF)	1
Oakland, CA (OAK)	1
Omaha NE (OMA)	3
Ontario CA (ONT)	1
Orlando, FL (MCO)	4
Petersburg, AK (PSG)	1
Philadelphia, PA (PHL)	2
Phoenix, AZ (PHX)	1
Salt Lake City, UT (SLC)	1
San Antonio, TX (SAT)	1
San Diego, CA (SAN)	1
San Jose, CA (SJC)	1
Santa Anna, CA (SNA)	1
Savannah, GA (SAV)	1
Sitka, AK (SIT)	1
South Bend, IN (SBN)	1
St Paul, MN (MSP)	1
St. Louis, MO (STL)	3
St. Thomas, VI (STT)	1
Syracuse NY (SYR)	1
Tampa, FL (TPA)	2
Tulsa OK (TUL)	1
Valdosta, GA (VLD)	1
Washington, DC (DCA)	3
Wilmington, NC (ILM)	1
	82

Total Random Alcohol Test Results:	**20,616**

Total Random Alcohol Positives/Rate:	**22 / 0.11%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**3**

Kileen, TX (GRK)	1
Santa Ana, CA (SNA)	1
Roanoke, VA (RIC)	1
	3

Random Alcohol Positives:	**19**

Atlanta, GA (ATL)	2
Baltimore, MD (BWI)	1
Columbus, OH (CMH)	1
Dallas, TX (DFW)	1
Flagstaff AZ (FLG)	1
Flushing NY (LGA)	1
Fresno CA (FAT)	1
Hagerstown MD	1
Indianapolis, IN (IND)	1
Los Angeles, CA (LAX)	1
Miami, FL (MIA)	1
Newark, NJ (EWR)	1
Pittsburgh, PA (PIT)	1
Raleigh, NC (RDU)	2
Romulus, MI (DTW)	1
St. Louis, MO (STL)	1
Tampa, FL (TPA)	1
	19

Reasonable Suspicion (RS) Testing	
Total RS Requests:	**97**
Total RS Refusals:	**2**
Roanoke, VA (ROA)	1
Los Angels, CA (LAX)	1
	2
Total RS Drug Positives:	**7**
Baltimore, MD	1
Ft. Lauderdale FL (FLL)	1
Los Angeles, CA (LAX)	2
Petersburg, AK (PSG)	1
Phoenix, AZ (PHX)	1
Tulsa, OK (TUL)	1
	7
RS Alcohol Positives:	**18**
Baltimore, MD (BWI)	1
Boston, MA (BOS)	1
Dallas, TX (DAL)	1
Detroit, MI (DTW)	1
Ft. Lauderdale FL (FLL)	1

Jacksonville, FL (JAX)	1
Jamaica, NY (JFK)	2
Kallispell, MT (FCA)	1
Los Angeles, CA (LAX)	1
Newark, NJ (EWR)	1
Phoenix, AZ (PHX)	1
Raleigh Durham, NC (RDU)	1
Reno NV (RNO)	1
St. Louis, MO (STL)	1
Tulsa OK (TUL)	1
W. Palm Beach, FL (PBI)	1
Windsor Locks, CT (BDL)	1
	18

For the period of: **Fiscal Year 2011 (October 1, 2010 to September 30, 2011):**

Random Testing

Total Random Drug Test Results:	**17,493**
Total Random Drug Positives/Rate:	**93 / 0.53%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:	**5**
Jamaica, NY (JFK)	2
Newark, NJ (EWR)	1
San Diego, CA (SAN)	1
Portland, OR (PDX)	1
total	**5**

Total Random Drug Positives:	**88**
Anchorage, AK (ANC)	1
Appleton, WI (ATW)	1
Atlanata, GA (ATL)	3
Baltimore, MD (BWI)	1
Boston, MA (BOS)	5
Bozeman, MT (BZN)	1
San Juan, PR (SJU)	2
Charolette, NC (CLT)	2
Chicago, IL (MDW)	1
Chicago, IL (ORD)	3
Cleveland, OH (CLE)	2
Dallas, TX (DAL)	1
Colorado Springs, CO (COS)	1
Denver, CO (DEN)	1
El Paso, TX (ELP)	1
Fayetteville, NC (FAY)	1
Ft. Lauderdale, FL (FLL)	1
Honolulu, HI (HNL)	2
Houston, TX (IAH)	1
Jamaica, NY (JFK)	5
Ketchikan, AK (KTN)	2
Las Vegas, NV (LAS)	4
Linthicum, MD (BWI)	2
Los Angeles, CA (LAX)	14
Melbourne, FL (MLB)	1
Memphis, TN (MEM)	2
Miami, FL (MIA)	1
Minneapolis, MN (MSP)	1
Newark, NJ (EWR)	3
Oakland, CA (OAK)	1
Philadelphia, PA (PHL)	2

Phoenix AZ (PHX)	3
Portland, ME (PWM)	2
Portland, OR (PDX)	1
Romulus, MI (DTW)	2
Sacramento, CA (SMF)	2
San Diego, CA (SAN)	3
Sanford, FL (SFB)	2
Seattle, WA (SEA)	1
Tampa, FL (TPA)	2
Washington, DC (DCA)	1
total	**88**

Total Random Alcohol Test Results:	**17,431**
Total Random Alcohol Positives/Rate:	**23 / 0.13%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**3**
Miami, FL (MIA)	1
Newark, NJ (EWR)	1
San Diego, CA (SAN)	1
Random Alcohol Positives:	**20**
Chicago, IL (ORD)	1
Dallas, TX (DAL)	1
Denver, CO (DEN)	3
Ft. lauderdale, FL (FLL)	1
Jamaica, NY (JFK)	2
Las Vegas, NV (LAS)	1
Los Angeles, CA (LAX)	1
Melbourne, FL (MLB)	1
Minneapolis, MN (MSP)	1
Newark, NJ (EWR)	2
Pensacola FL (PNS)	1
Philadelphia, PA (PHL)	1
Punta Gorda, FL (PGD)	1
St. Louis, MO (STL)	1
Tampa, FL (TPA)	1
Tucson, AZ (TUS)	1
total	**20**

Reasonable Suspicion (RS) Testing

Total RS Requests:	**76**
Total RS Drug Refusals:	**0**
Total RS Drug Positives:	**8**
Boston, MA (BOS)	1

Caroline, PR (SJU)	1
Greer, SC (GSP)	1
Los Angeles, CA (LAX)	2
Milwaukee, WI (MKE)	1
Mineapolois, MN (MSP)	1
San Jose, CA (SJU)	1
	8

Total RS Alcohol Refusals:	**0**

RS Alcohol Positives:	**14**

Atlanta, GA (ATL)	2
Aurora, CO	1
Boston, MA (BOS)	1
Chicago, IL	1
Irvine, CA (SNA)	1
Klamath Falls, OR (MFR)	1
Las Vegas, NV (LAS)	1
Los Angeles, CA (LAX)	3
Philadelphia, PA (PHL)	1
Portland, ME (PWM)	1
Washington, DC (DCA)	1
	14

For the period of: **Fiscal Year 2012** (October 1, 2011 to September 30, 2012):

Random Testing	
Total Random Drug Test Results:	**18,441**
Total Random Drug Positives/Rate:	**85 / 0.46%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:	**5**
Austin, TX (AUS)	1
Dulles, VA (IAD)	1
Miami, FL (MIA)	1
Moselle, MS (PIB)	1
Seattle, WA (SEA)	1
	5

Total Random Drug Positives:	**80**
Aspen,CO (ASE)	1
Atlanta, GA (ATL)	5
Austin, TX (AUS)	1
Austin, TX (AUS)	1
Baltimore, MD (BWI)	4
Bismarck, ND (BIS)	1
Boston, MA (BOS)	6
Burbank, CA (BUR)	1
Canton, OH (CAK)	1
Carolina, PR (SJU)	1
Charlotte, NC (CLT)	4
Chicago, IL (ORD)	3
Columbia, SC (CAE)	1
Ft. Worth, TX (DFW)	3
Dulles, VA (IAD)	2
Egg Harbor Township, NJ (ACY)	1
Flushing, NY (LGA)	1
Fresno, CA (FAT)	1
Ft. Lauderdale, FL (FLL)	2
Ft. Myers, FL (RSW)	1
Honolulu, HI (HNL)	1
Houston, TX (HOU)	1
Houston, TX (IAH)	1
Jamaica, NY (JFK)	1
Juneau, AK (JNU)	1
Kailua, HI (KOA)	1
Las Vegas, NV (LAS)	1

Liberal, KS (LBL)	1
Lihue, HI (LIH)	1
Los Angeles, CA (LAX)	5
Memphis, TN (MEM)	1
Miami, FL (MIA)	1
New Orleans, LA (MSY)	1
Oakland, CA (OAK)	2
Philadelphia, PA (PHL)	4
Portland, OR (PDX)	1
Sacramento,CA (SMF)	1
Saipan, MP (GSN)	1
San Antonio, TX (SAT)	1
Santa Ana, CA (SNA)	1
Santa Barbara (SBA)	1
Seattle, WA (SEA)	2
Spokane, WA (GEG)	1
Springfield, MO (SGF)	1
St. Thomas, VI (STT)	1
Tampa, FL (TPA)	1
W. Palm Beach, FL (PBI)	1
Washington, DC (DCA)	3
	80

Total Random Alcohol Test Results:	**18,202**
Total Random Alcohol Positives/Rate:	**34 / 0.19%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**3**
Moselle, MS (PIB)	1
Seattle, WA (SEA)	1
Sterling, VA (IAD)	1
	3
Random Alcohol Positives:	**31**
Atlanta, GA (ATL)	1
Atlanta, GA (HQS)	1
Austin TX (AUS)	1
Baltimore, MD (BWI)	1
Boston, MA (BOS)	2
Charlotte, NC (CLT)	1
Chicago, IL (ORD)	1
Dayton, OH (DAY)	1
Denver, CO (DEN)	1

Dulles, VA (IAD)	1
Flushing, NY (LGA)	1
Fresno, CA (FAT)	1
Ft. Walton Beach, FL (VPS)	1
Ft. Worth, TX (DFW)	1
Houston, TX (HOU)	2
Houston, TX (IAH)	1
Kailua, HI (KOA)	1
Los Angeles, CA (LAX)	3
McKinleyville, CA (ACV)	1
Phoenix, AZ (HQS)	1
Pullman, WA (PUW)	1
Santa Ana, CA (SNA)	1
Seattle, WA (SEA)	1
St. Louis, MO (STL)	2
Tamuning, GU (GUM)	1
Washington, DC (DCA)	1
	31

Reasonable Suspicion (RS) Testing	
Total RS Requests:	**80**
Total RS Refusals:	**4**
Alexandria, VA (DCA)	1
Atlanta, GA (ATL)	1
Boston, MA (BOS)	1
Las Vegas, NV (LAS)	1
	4
Total RS Drug Positives:	**4**
Dallas Ft. Worth, TX (DFW)	1
Oakland, CA (OAK)	1
Portland, OR (PDX)	1
Reno, NV (RNO)	1
	4
RS Alcohol Positives:	**17**
Appleton, WI (ATW)	1
Arlington, VA (DCA)	1
Atlanta, GA (ATL)	1
Aurora, CO	1
Austin, TX (AUS)	1
Boston, MA (BOS)	2

Chicago, IL (ORD)	1
Honolulu, HI (HNL)	1
Los Angeles, CA (LAX)	2
Orlando, FL (MCO)	1
Portland, OR (PDX)	1
Rapid City , SD (RAP)	1
San Diego, CA (SDO)	2
Southbend, IN (SBN)	1
	17

For the period of: **Fiscal Year 2013** (October 1, 2012 to September 30, 2013):

Random Testing	
Total Random Drug Test Results:	**20,732**
Total Random Drug Positives/Rate:	**87 / 0.42%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:	**11**
Dallas Ft. Worth, TX (DFW)	2
Jamaica, NY (JFK)	1
Madison, WI (MSN)	1
Miami, FL (MIA)	1
Newark, NJ (EWR)	1
Orange County, CA (SNA)	1
Carolina, PR (SJU)	1
San Diego, CA (SAN)	1
St. Croix, VI (STX)	1
Windsor Locks, CT (BDL)	1
	11

Total Random Drug Positives:	**76**
Atlanta, GA (ATL)	1
Baltimore, MD (BWI)	2
Billings, MT (BIL)	1
Bloomington,IL (BMI)	1
Boston, MA (BOS)	2
Carolina, PR (SJU)	1
Charleston, SC (CHS)	1
Charlotte, NC (CLT)	1
Chicago, IL (ORD)	5
Colorado Springs, CO (COS)	1
Dallas Ft. Worth, TX (DFW)	2
Dallas, TX (DFW)	2
Dulles, VA (IAD)	2
Eglin AFB FL (VPS)	1
Eugene, OR (EUG)	1
Fairbanks, AK (FAI)	1
Fayetteville, NC (FAY)	1
Flushing, NY (LGA)	1
Ft. Lauderdale, FL (FLL)	1
Houston, TX (IAH)	4
Huntsville, AL (HSV)	1

Indianapolis, IN (IND)	1
Jamaica, NY (JFK)	8
Kahului, HI (OGG)	1
Killeen, TX (GRK)	1
Lihue, HI (LIH)	1
Los Angeles, CA (LAX)	3
Madison, WI (MSN)	1
Memphis, TN (MEM)	1
Miami, FL (MIA)	3
Midland, TX (MAF)	1
Minneapolis, MN (MSP)	2
Nashville, TN (BNA)	1
New Orleans, LA (MSY)	1
Newark, NJ (EWR)	2
Ontario, CA (ONT)	1
Orlando, FL (MCO)	1
Phoenix, AZ (PHX)	2
Portland, ME (PWM)	1
Romulus, MI (DTW)	1
San Diego, CA (SAN)	3
Sandston, VA (RIC)	1
Seattle, WA (SEA)	1
Tamuning, GU (GUM)	1
Tucsan, AZ (TUS)	1
Washington, DC (DCA)	2
Wichita, KS (ICT)	1
	76

Total Random Alcohol Test Results:	**17,478**

Total Random Alcohol Positives/Rate:	**15 / 0.07%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**1**
Middletown, PA (MDT)	1

Random Alcohol Positives:	**14**
Anchorage, AK (ANC)	1
Buffalo, NY (BUF)	1
Dallas Ft. Worth, TX (DFW)	2
Egg Harbor Township, NJ (ACY)	1
Houston, TX (HQS)	1
Jamaica, NY (JFK)	1

Los Angeles, CA (LAX)	2
Newark, NJ (EWR)	1
Orlando, FL (MCO)	2
Washington, DC (DCA)	2
	14

Reasonable Suspicion (RS) Testing	
Total RS Requests:	**43**
Total RS Refusals:	**0**
Total RS Drug Positives:	**0**
RS Alcohol Positives:	**6**
Boston, MA (BOS)	1
Chicago, IL (ORD)	1
Los Angeles, CA (LAX)	1
Phoenix, AZ (PHX)	2
Reno, NV (RNO)	1
	6

For the period of: **Fiscal Year 2014** (October 1, 2013 to September 30, 2014):

Random Testing	
Total Random Drug Test Results:	**17,516**
Total Random Drug Positives/Rate:	**78 / 0.45%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:	**6**
Dallas, TX (DFW)	1
Ft. Lauderdale, FL (FLL)	1
Kenner, LA (MSY)	1
San Diego, CA (SAN)	1
Spokane, WA (GEG)	1
Washington, DC (DCA)	1
	6

Total Random Drug Positives:	**72**
Albuquerque, NM (ABQ)	1
Atlanta, GA (ATL)	2
Austin, TX (AUS)	1
Baltimore, MD (BWI)	1
Boston, MA (BOS)	1
Buffalo, NY (BUF)	1
Charlotte, NC (CLT)	1
Chicago, IL (MDW)	1
Chicago, IL (ORD)	4
Colorado Springs, CO (COS)	1
Columbus, GA (CSG)	1
Dallas, TX (DAL)	1
Denver, CO (DEN)	3
Des Moines, IA (DSM)	1
Detroit, MI (DTW)	1
Dulles, VA (IAD)	3
El Paso, TX (ELP)	1
Flushing, NY (LGA)	1
Ft. Lauderdale, FL (FLL)	5
Gainesvile, FL (GNV)	1
Hebron, KY (CVG)	1
Honolulu, HI (HNL)	3
Houston, TX (IAH)	1
Jacksonville, FL (JAX)	1
Jamaica, NY (JFK)	5
Kenner, LA (MSY)	5

Las Vegas, NV (LAS)	3
Lihui, HI (LIH)	1
Martinsburg, PA (AOO)	1
Minneapolis, MN (MSP)	1
Newark, NJ (EWR)	4
Orlando, FL (MCO)	1
Phoenix, AZ (PHX)	1
Salt Lake City, UT (SLC)	1
San Diego, CA (SAN)	2
Sandston,VA (RIC)	2
Shreveport, LA (SHV)	1
South Bend, IN (SBN)	1
Tampa, FL (TPA)	1
W. Palm Beach, FL (PBI)	2
Washington, DC (DCA)	1
Wichita, KS (ICT)	1
	72

Total Random Alcohol Test Results:	**17,239**

Total Random Alcohol Positives/Rate:	**18 / 0.10%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**4**

Baltimore, MD (BWI)	1
Greer, SC (GSP)	1
Spokane, WA (GEG)	1
Washington, DC (DCA)	1
	4

Random Alcohol Positives:	**14**

Alcoa, TN (TRI)	1
Boston, MA (BOS)	1
Chicago, IL (MDW)	1
Flushing, NY (LGA)	2
Ft. Lauderdal, FL (FLL)	1
Idaho Falls, ID (IDA)	1
Manchester, NH (MHT)	1
Miami, FL (MIA)	2
Omaha, NE (OMA)	1
Romulus, MI (DTW)	1
Santa Ana, CA (SNA)	1
St. Louis, MO (STL)	1
	14

Reasonable Suspicion (RS) Testing	
Total RS Requests:	**42**
Total RS Refusals:	**1**
Anchorage, AK	1
Total RS Drug Positives:	**4**
Arlington, VA (HQ)	1
Denver, Co (DEN)	1
Los Angeles, CA (LAX)	2
	4
RS Alcohol Positives:	**10**
Atlanta, GA (ATL)	1
Honolulu, HI (HNL)	1
Meridian, MS (MEI)	1
Omaha, NE (OMA)	1
Orlando, FL (MCO)	2
Phoenix, AZ (PHX)	1
San Diego, CA (SAN)	1
Seattle, WA (SEA)	1
Warwick, RI (PVD)	1
	10

For the period of: **Fiscal Year 2015** (October 1, 2014 to September 30, 2015):

Random Testing		
Total Random Drug Test Results:		**17,005**
Total Random Drug Positives/Rate:		**54 / 0.32%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:		**3**
Chicago, IL	ORD	2
Newark, NJ	EWR	1
		3
Total Random Drug Positives:		**51**
Albuquerque, NM	ABQ	1
Boston, MA	BOS	3
Burbank, CA	BUR	1
Charolette, NC	CLT	1
Chicago, IL	ORD	1
Dallas, TX	DFW	1
Denver, CO	DEN	2
Des Moines, IA	DSM	1
Flint, MI	FNT	1
Flushing, NY	LGA	1
Harlingen, TX	HRL	1
Hoolehua-Molokai, HI	MKK	1
Houston, TX	IAH	3
Huntsville, AL	HSV	1
Jackson, MS	JAN	1
Jamaica, NY	JFK	5
Lafayette, LA	LFT	1
Los Angeles, CA	LAX	5
Mesa, AZ	IWA	1
Miami, FL	MIA	2
Orlando, FL	MCO	1
Pago Pago, AS	PPG	1
Pittsburg, PA	PIT	1
Portland, OR	PDX	1
Romulus, MI	DTW	2
San Diego, CA	SAN	1
Seattle, WA	SEA	1
ST. Ann, MO	STL	1
Syracuse, NY	SYR	1
Tampa, FL	TPA	2
Washington, DC	DCA	3
Windsor Locks, CT	BDL	1

Worland, WY	WRL	1
		51

Total Random Alcohol Test Results:	**16,982**
Total Random Alcohol Positives/Rate:	**27 / 0.16%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:	**5**

Nashville, TN	BNA	1
Phoenix, AZ	PHX	1
San Antonio, TX	SAT	2
Seattle, WA	SEA	1
		5

Random Alcohol Positives:	**22**

Billings, MT	BIL	1
Carolina, PR	SJU	1
Chicago, IL	MDW	1
Chicago, IL	ORD	2
Flushing, NY	LGA	1
Houston, TX	IAH	1
Jamaica, NY	JFK	1
Lansing, MI	LAN	1
Little Rock, AR	LIT	1
Midland, TX	MAF	1
Newark, NJ	EWR	1
Orlando, FL	MCO	1
Philadelphia, PA	PHL	2
Phoenix, AZ	PHX	2
Seattle, WA	SEA	2
ST. Ann, MO	STL	1
Washington, DC	DCA	1
Windsor Locks, CT	BDL	1
		22

Reasonable Suspicion (RS) Testing

Total RS Requests:	**25**
Total RS Refusals:	**0**
Total RS Drug Positives:	**2**

Los Angeles, CA	LAX	1
Warsaw, WI	CWA	1
		2

RS Alcohol Positives:		5
Dallas, TX	DAL	1
Fort Worth, TX	DFW	1
Jamaica, NY	JFK	1
Seattle, WA	SEA	1
Tampa, FL	TPA	1
		5

For the period of: **Fiscal Year 2016** (October 1, 2015 to September 30, 2016):

Random Testing	
Total Random Drug Test Results:	**17,649**

Total Random Drug Positives/Rate:	**97 / 0.55%**

(Refusals, substitutions and adulterants are included in the Total Positives)

Refusals/Substitutions/Adulterant:		**13**
Austin, TX	AUS	1
Boise, ID	BOI	1
Boston, MA	BOS	3
Denver, CO	DEN	1
Dulles, VA	IAD	1
Flushing, NY	LGA	1
Milwaukee, WI	MKE	1
Oklahoma City, OK	OKC	1
Sacramento, CA	SMF	2
Washington, DC	DCA	1
		13

Total Random Drug Positives:		**84**
Anchorage, AK	ANC	2
Baltimore, MD	BWI	5
Boise, ID	BOI	1
Boston, MA	BOS	2
Bridgeton, MO	STL	1
Carolina, PR	SJU	1
Cleveland, OH	CLE	1
Columbus, OH	CMH	1
Dallas, TX	DFW	4
Denver, CO	DEN	4
Eugene, OR	EUG	1
Fairbanks, AK	FAI	1
Flushing, NY	LGA	1
Ft. Lauderdale	FLL	5

Ft. Worth, TX	SPS	1
Hilo, HI	ITO	2
Houston, TX	HOU	1
Houston, TX	IAH	1
Idaho Falls, ID	IDA	1
Indianapolis, IN	IND	2
Jamaica, NY	JFK	5
Kahului, HI	OGG	1
Las Vegas, NV	LAS	4
Miami, FL	MIA	2
Minneapolis, MN	MSP	2
Newark, NJ	EWR	5
Oklahoma City, OK	OKC	1
Orlando, FL	MCO	1
Phoenix, AZ	PHX	1
Pittsburg, PA	PIT	1
Raleigh, NC	RDU	2
Rockford, IL	RFD	1
Romulus, MI	DTW	3
Sacramento, CA	SMF	3
Saint Croix, V.I.	STX	1
Salt Lake City, UT	SLC	1
San Antonio, TX	SAT	1
Santa Ana, CA	SNA	1
Seattle, WA	SEA	1
Stockton, CA	SCK	1
Tampa, FL	TPA	1
Vienna, OH	YNG	1
Washington, DC	DCA	5
Wichita, KS	ICT	1
		84

Total Random Alcohol Test Results:	**17,603**
Total Random Alcohol Positives/Rate:	**27 / 0.15%**

(Refusals are included in the Total Positives)

Total Random Alcohol Refusals:		**6**
Phoenix, AZ	PHX	2
Cleveland, OH	CLE	1
Long Beach, CA	LGB	1
Miami, FL	MIA	1
Sacramento, CA	SMF	1
		6

Random Alcohol Positives:	**21**

Atlanta, GA	ATL	1
Baltimore, MD	BWI	1
Bangor, ME	BGR	1
Boston, MA	BOS	1
Charleston, SC	CHS	1
Chicago, IL	MDW	1
Columbus, OH	CMH	1
Denver, CO	DEN	1
Flintl, MI	FNT	1
Las Vegas, NV	LAS	1
Madison, WI	MSN	1
Milwaukee, WI	MKE	1
Minneapolis, MN	MSP	1
Newark, NJ	EWR	1
Newport News, VA	PHF	1
Oklahoma City, OK	OKC	1
Phoenix, AZ	PHX	1
Seattle, WA	SEA	1
Springfield, MO	SPG	1
Tampa, FL	TPA	1
White Plains, NY	HPN	1
		21

Reasonable Suspicion (RS) Testing	-	-
Total RS Requests:		**36**
Total RS Refusals:		**1**
Clearwater, FL	PIE	1
Total RS Drug Positives:		**0**
RS Alcohol Positives:		**7**
Atlantic City, NJ	ACY	1
Newark, NJ	EWR	1
Fort Lauderdale, FL	FLL	1
Las Vegas, NV	LAS	1
Manchester, NH	MHT	2
Las Vegas, NV	LAS	1
		7

DAFWP Site Audits conducted by TSA

Note. *Site audits are conduct by TSA, unless otherwise specified*

FY 15	Location	Inspection Date	Auditor
DFW	Dallas Ft. Worth, TX	12/4/2014	
RSW	Southwest, FL	12/9/2014	
ORF	Norfolk, VA	12/11/2014	
MIA	Miami, FL	6/17/2015	
ONT	Ontario, CA	7/14/2015	
SG.	Frank Stagl, SC	8/6/2015	
STL	St. Louis, MO	9/14/2015	
DEN	Denver, CO	9/16/2015	
MSY	New Orleans, LA	9/23/2015	
FY 16	**Location**	**Inspection Date**	**Auditor**
DCA	Reagan National	2/19/2016	
MIA	Miami, FL	2/29/2016	
FLL	Fort Lauderdale	3/8/2016	
LAS	Las Vegas, NV	3/8/2016	
OKC	Oklahoma City, OK	3/11/2016	
ELP	El Paso, TX	6/8/2016	
TPA	Tampa, FL	6/9/2016	
MOB	Mobile, AL	6/14/2016	
ATL	Atlanta, GA	6/15/2016	
PDX	Portland, OR	6/17/2016	
DEN	Denver, CO	6/27/2016	
MSP	Minneapolis/St. Paul, MN	6/28/2016	
MOB	Mobile, AL	6/14/2016	
SEA	Seattle, WA	8/1/2016	
CRP	Corpus Christi, TX	8/9/2016	
BOS	Boston, MA	8/10/2016	
OKC	Will Rogers World, OK	8/10/2016	
RSW	Southwest, FL	8/15/2016	
GSP	Greenville/Spartanburg, SC	8/16/2016	
AUS	Austin Bergstrom, TX	8/17/2016	
IAD	Dulles, VA	8/23/2016	
SAN	San Diego, CA	8/25/2016	DOT conducte
DFW	Dallas-Ft. Worth, TX	9/14/2016	DOT conducte

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 12/9/14

Location: Southwest Florida International Airport (RSW)

DPL/SC on site: Damon Miller

Female Collector's Name: Barbara Sexton

Male Collector's Name: Larry Sexton

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary				
Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures			1	
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies (List Sections)		
	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome			
Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	8/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	__/10	Outcome:	

Additional Comments: C-8: Collector was not able to answer reasonable and appropriate question that the donor had about the collection process—donor advised collector that she was on her menstrual cycle and asked if she could use paper towels to wipe. The collector did not know how to respond. C-10: Collector failed to consistently—ask the donors to remove any unnecessary outer clothing, direct the donor to empty pockets, direct the donor to wash and dry hands.

Acceptable Outcome for Inspection: Yes ___X__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____**Lisa Johnson**_____ Date: 12/9/14

Approved by: _**Tresa Johnson**_____Date:__**12/12/2014**_____

Position/Title: _____**Manager, DAFWP**_____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 12/4/2014

Location: Dallas/Fort Worth, Texas

DPL/SC on site – Edward (Ed) Ingram

Female Collector – Tanya Smith

Male Collector – Clifton Jackson

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	**10**/10	Outcome:	ACCEPTABLE

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Sharon Robinson_____ Date:_12/4/2014_____

Approved by: ___***Tresa Johnson***_____ Date:_12/5/2014_____

Position/Title: ___Manager, DAFWP_____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 12/11/14

Location: ORF- Norfolk, VA

DPL/SC on site – Mark Hasty

Female Collector – Ann Edwards

Male Collector – Bruce Kelley

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies
Inspector / Collection Site Reviewer	___/10	
Federal Agency/ Designee	**10**/10	Outcome:

Additional Comments: _____

_____

_____

Acceptable Outcome for Inspection: Yes ___**X**__ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Romy Scott_ Date:_____12./11/14_____

Approved by: ____*Tresa Johnson*_____Date:___12/16/2014_____

Position/Title: __Manager, DAFWP_____

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: June 17, 2015

Location: Miami International Airport

DPL/SC on site – Zulma Garcia

Female Collector – Maria Rosario

Male Collector – Nelson Tovar

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: _____Sharon Robinson_____ Date: 6/18/2015_____

Approved by: Maria A.E. Morris Date: 6/18/2015

Position/Title: HRSPECIALIST DAFWPDPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 07/14/15

Location: ONT

DPL/SC on site – Samantha Jones, DPL

Female Collector – Carol Kemp , EMSI – Branch 074, 213.944.2129

Male Collector – Brandon Kemp, EMSI - Branch 074, 909.370.0350

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		Section D

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	_10/10	Outcome:

Additional Comments:

_____

Acceptable Outcome for Inspection: Yes ___X___ No _____

Self-Evaluation by: _____ Date:_____

Onsite Inspection by: _____Robin Burse_____ Date:____07/14/2015_____

Approved by: _____ Date: 7/21/2015

Position/Title: HR Specialist / DAFWP DPC HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 8/6/15

Location: St. Augustine Airport (SGJ)

DPL/SC on site: Frank Stagl, SC

Female Collector's Name: Lauren Gray

Male Collector's Name: Monroe Dixon

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	10/10		
Federal Agency/ Designee	__/10	Outcome:	

Additional Comments: C-8: Collector was not able to answer reasonable and appropriate question that the donor had about the collection process—donor advised collector that she was on her menstrual cycle and asked if she could use paper towels to wipe. The collector did not know how to respond. C-10: Collector failed to consistently—ask the donors to remove any unnecessary outer clothing, direct the donor to empty pockets, direct the donor to wash and dry hands.

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: **Lisa Johnson** Date: 8/6/15

Approved by: [signature] Date: _____

Position/Title: HR Specialist / DPL HQS DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 09/16/2015

Location: STL

DPL/SC on site – Richard Nelms/Robin Hayes

Female Collector – EMSINET, BiState Professional Services, Amber Byrne

Male Collector – EMSINET, BiState Professional Services, Marty Lewis

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	10/10	Outcome:

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Robin Burse Date: 09/16/2015

Approved by: [signature] Date: 9/28/2015

Position/Title: HR Specialist DPL/DPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 9/16/15

Location: Denver International Airport (DEN)

DPL/SC on site: Kathleen Madrid, DPL

Female Collector's Name: Debbie Perrault

Male Collector's Name: Robert "Mike" Jahn

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	__/10	Outcome:

Additional Comments: C-8: Collector was not able to answer reasonable and appropriate question that the donor had about the collection process—donor advised collector that she was on her menstrual cycle and asked if she could use paper towels to wipe. The collector did not know how to respond. C-10: Collector failed to consistently—ask the donors to remove any unnecessary outer clothing, direct the donor to empty pockets, direct the donor to wash and dry hands.

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: **Lisa Johnson** Date: 9/16/15

Approved by: Maura Moore Date: 9/21/2015

Position/Title: HR Specialist / DtFWP DPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: September 23, 2015

Location: New Orleans International Airport

DPL/SC on site – Michael Cheeks/Jonathan Kelchner

Female Collector – Leslie Arcado

Male Collector – Barry Garabaldi

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: _____Sharon Robinson_____ Date: 9/23/2015_____

Approved by: [signature] Date: 10/1/15

Position/Title: HR Specialist DPL HQS DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 2-19-2016

Location: DCA - Reagan National Airport

DPL/SC: Jimmy Rodriguez/Getulio Cardona

Male Collector/BAT: Chun Chang

Female Collector/BAT: Katie Lynch

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	Acceptable

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Tresa Johnson-Brideau Date: 2-19-2016

Approved by: Tresa Johnson-Brideau Date: 2-19-2016

Position/Title: Manager, DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 2/29/16

Location: Miami International Airport (MIA)

DPL/SC on site: Zulma Garcia/Gary Smith

Female Collector's Name: Maria Rosario

Male Collector's Name: Nelson Tovar

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section ~~with serious~~ deficiencies —
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies —
Federal Agency/ Designee	__/10	Outcome:

Additional Comments: ***C-10.d: The collector is required to secure any items that could be used to adulterate a specimen and appear to have been inadvertently brought by the donor to the collection site. However, the employees were required to empty all pockets and place all items (e.g., money, change, keys, cell phone, papers, ink pens) on a shelf above the restroom sinks while in the stall voiding their specimen. These items were not in eyesight of the employee at all times. The collector was advised to view all items taken out of the employees pockets and secure only items that could be used to adulterate a specimen.***

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: Lisa Johnson Date: 2/29/16

Onsite Inspection by: **Lisa Johnson** Date: 2/29/16

Approved by: [signature] Date: 1/10/17

Position/Title: HR Specialist / DPL DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: March 8, 2016, 6:30 am-12:30 pm

Location: Fort Lauderdale International Airport

DPL/SC on site – Donnie Lacourse/Cristie Gatling

Female Collector – Cheryl Bowen-Hay

Male Collector – Winston Bowen-Hay

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	**10**/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: _____Sharon Robinson_____ Date: 3/9/2016

Approved by: M. Morris Date: 3/14/2016

Position/Title: HR Specialist DAFWP DPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 03/08/2016

Location: Las Vegas - McCarran International Airport (LAS)

DPL/SC on site: SCs - Christopher Somma/Kelvin Tran

Female Collector's Name: Julie Gronning, EMSI

Male Collector's Name: Michael Gronnin,EMSI

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	__/10	Outcome:

Additional Comments: C11 – One employee had portable oxygen tank on person.

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: Robin Burse Date: 03/08/2016

Onsite Inspection by: Robin Burse Date: 03/08/2016

Approved by: [illegible] Date: 3/17/16

Position/Title: HR Specialist DPL DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: June 8, 2016, 7:30 am-4:00 pm

Location: El Paso International Airport

DPL/SC on site – Marivel Brambila/Marisol Gutierrez

Female Collector – Monique Vara

Male Collector – Jose A. Marquez

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. Section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10		
Federal Agency/ Designee	**10**/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Sharon Robinson Date: 6/8/2016

Approved by: Maria Alcindo Date: 6/10/16

Position/Title: HR SPECIALIST DAL DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 6/9/16

Location: Tampa International Airport (TPA)

DPL/SC on site: Alfred (Dan) Cursio/Jose Orsini

Female Collector's Name: Cheryl Bowen-Hay

Male Collector's Name: Winston Bowen-Hay

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	__/10	Outcome:

Additional Comments: In accordance with item *C-10.d, the collector is required to secure any items that could be used to adulterate a specimen. However, the employees were required to empty all pockets and place ALL ITEMS (e.g., wallet, money, change, keys, cell phone, papers, ink pens, etc.) on a towel while in the restroom voiding their specimen. The employee's personal items were not in their eyesight at all times. The DPL was notified and the collector was advised to view all items taken out of the employee's pockets and confiscate only those items that could be used to adulterate a specimen.*

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: Lisa Johnson Date: 6/9/16

Onsite Inspection by: Lisa Johnson Date: 6/9/16

Approved by: [illegible] Date: 6/13/2016

Position/Title: HR Specialist DPL DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 06/14/2016

Location: Mobile Regional Airport (MOB)

DPL/SC on site: (SC) Laurence "Butch" Irby
(DPL located at BHM – Tommy Hester)

Female Collector's Name: Barbara Hayes, RMA, Lead, ProHealth

Male Collector's Name: Dewayne Wright, ProHealth

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

	Rating (out of 10)	
Inspector / Collection Site Reviewer	10/10	Acceptable: rating ≥ 5 and no more than one section with serious deficiencies ___
Federal Agency/ Designee	__/10	Unacceptable: rating < 5 or more than one section with serious deficiencies ___
		Outcome:

Additional Comments: Add any special comments here and include item the comment relates too.

Section D, Insufficient Specimen: Collectors instructed individuals to consume water, however, did not specify 8 oz in a 30 minute period. This was brought to their attention and corrected on the spot with the first shy bladder.

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: **Linda Townsend** Date: 06/14/2016

Onsite Inspection by: **Linda Townsend** Date: 06/14/2016

Approved by: [signature] Date: 6/23/2016

Position/Title: HR Specialist / DPL DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 06/15/2016

Location: ATL – Atlanta International Airport

DPL/SC on site: DPL – Russell Whitaker

Female Collector's Name: Samantha (urinalysis only), EMSI

Male Collector's Name: Thomas (Tommy), EMSI

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	10/10		
Federal Agency/ Designee	__/10	Outcome:	

Additional Comments:

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: **Robin Burse** Date:06/15/2016

Onsite Inspection by: **Robin Burse** Date: 06/15/2016

Approved by: M. Moore Date: 6/17/16

Position/Title: HRS Specialist DPL DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: June 17, 2016

Location: Portland International Airport - PDX

DPL/SC on site – Cheryl Gregory (SC)

Female Collector – Dawn Thomson

Male Collector – Steve West

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures		1	
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer Federal Agency/ Designee	9/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
		Outcome: ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Jennifer Androy Date: June 17, 2016

Approved by: M. Mann Date: 6/20/16

Position/Title: HR SPECIALIST DPL DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 06/27/2016

Location: DEN – Denver International Airport

DPL/SC on site: DPL – Kathleen Madrid

Female Collector's Name: Debbie, EMSI

Male Collector's Name: Jacob, EMSI

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			2
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	
Federal Agency/ Designee	__/10	Outcome:

Additional Comments:

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: Robin Burse Date: 06/15/2016

Onsite Inspection by: Robin Burse Date: 06/15/2016

Approved by: [illegible] Date: 6/22/2016

Position/Title: HRSpec DAFWP DPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: June 28, 2016, 12:00 am-4:00 pm

Location: Minneapolis St- Paul International Airport

DPL/SC on site – Allen Brock

Female Collector – Dawn Slamoot

Male Collector – Jason Carnahan

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. Section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Sharon Robinson Date: 6/28/2016

Approved by: M. Mills Date: 6/30/2016

Position/Title: HR Specialist DPL DAFWP HQS.

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: August 1, 2016

Location: Seattle International Airport (SEA)

DPL/SC on site – Lucas (Luke) Zeus, Site Coordinator

Female Collector – Dorothy Knudsen

Male Collector – Lyle Knudsen

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures			1	2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Jennifer Androy Date: August 3, 2016

Approved by: M. Morris Date: 8/1/2016

Position/Title: H R Specialist DPL - DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: August 9, 2016, 10:00 am – 3:45 pm

Location: Corpus Christi International Airport

DPL/SC on site – Tommy Johnson

Female Collector – Elizabeth Metz

Male Collector – David Lloyd

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

Note: This checklist applies to Federal agency drug testing programs that come under Executive Order 12564 dated September 15, 1986, section 503 of Public Law 100-71, 5 U.S.C. Section 7301 note dated July 11, 1987, and the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs (73 FR 71858) dated November 25, 2008 (effective October 1, 2010).

This checklist does not apply to specimens submitted for testing under U.S. Department of Transportation (DOT) Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40).

Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Sharon Robinson Date: 8/9/2016

Approved by: [illegible] Date: 8/15/2016

Position/Title: HR Specialist DPL DAFWP HQS.

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 8/10/16

Location: Logan International Airport (BOS)

DPL/SC on site: Melanie Hopkinson/Jeff Wong

Female Collector's Name: Karen Squibb

Male Collector's Name: Jaime Chris Lopez

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	10/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	__/10	Outcome:

Additional Comments: C-10.c/d: Requires that the collector ask the donor to empty his or her pockets and display the items for inspection and secure any items that could be used to adulterate a specimen. However, the collectors required the employees to empty their pockets into a plastic bin leaving their personal belongings on a table out of the employees' eye sight while he or she was inside another compartment providing their urine sample. The DPL and SC were notified and the contractors corrected while on-site.

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Lisa Johnson Date: 8/10/16

Approved by: [illegible] Date: 8/13/2016

Position/Title: HR Specialist DPL DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: August 10, 2016

Location: Oklahoma City International Airport (SEA)

DPL/SC on site – Clint Brooks, Site Coordinator

Female Collector – Brandy Marsh

Male Collector – Derek Owens

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site	0		
B. Personnel			2
C. Specimen Collection Procedures			2
D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies
Inspector / Collection Site Reviewer	8/10	Unacceptable: rating < 5 or more than one section with serious deficiencies
Federal Agency/ Designee	8/10	Outcome: ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes _____ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Jennifer Androy Date: August 12, 2016

Approved by: [signature] Date: 8/12/16

Position/Title: HR Specialist DPL DAFWP

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 8/15/16

Location: Southwest Florida International Airport (RSW)

DPL/SC on site: Stephen Stone/Sara Perez

Female Collector's Name: Barbara Sexton

Male Collector's Name: Larry Sexton

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections		Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies Unacceptable: rating < 5 or more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	10/10		
Federal Agency/ Designee	__/10	Outcome:	

Additional Comments:

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: **Lisa Johnson** Date: 8/15/16

Approved by: Maria A.S. Mains Date: _____

Position/Title: HRSpecialist / DAFWP DPL HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 08/16/2016

Location: Greenville Spartanburg International Airport (GSP)

DPL/SC on site: (SCs) Sylvia Hagan, TSM, and
Charity Sprecher, HRA
(DPL located at CHS – Julie Vetter)

Female Collector's Name: Ashley Sylvester, EMSI

Male Collector's Name: Jim Pearson, EMSI

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

Checklist Sections	Serious Deficiencies Identified (0)	Deficiencies Identified (1)	No Deficiencies Identified (2)
A. Collection Site			
B. Personnel			
C. Specimen Collection Procedures			
D. Collection Problems			1
E. Collection Site Records			

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		

Inspection Outcome

	Rating (out of 10)	
Inspector / Collection Site Reviewer	9/10	Acceptable: rating ≥ 5 and no more than one section with serious deficiencies ___
Federal Agency/ Designee	__/10	Unacceptable: rating < 5 or more than one section with serious deficiencies ___
		Outcome:

Additional Comments: Add any special comments here and include item the comment relates too.

Section D, Insufficient Specimen: Collectors instructed individuals to consume water, however, did not specify 8 oz in a 30 minute period. This was brought to their attention and corrected on the spot. The SC then monitored the individual.

Acceptable Outcome for Inspection: Yes __X__ No _____

Self-Evaluation by: **Linda Townsend** Date: 08/18/2016

Onsite Inspection by: **Linda Townsend** Date: 08/18/2016

Approved by: [illegible] Date: 8/22/16

Position/Title: HRS specialist DAFWP DPL HQ

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: August 17, 2016, 8:00 am – 4:00 pm

Location: Austin Bergstrom International Airport

DPL/SC on site – Adam Jones

Female Collector – Elizabeth Metz

Male Collector – David Lloyd

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

Overall Section Summary

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A. Collection Site				2
B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	No Serious Deficiencies were identified
Inspector / Collection Site Reviewer		
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: rating ≥ 5 and no more than one section with serious deficiencies	
Inspector / Collection Site Reviewer	___/10	Unacceptable: rating < 5 or more than one section with serious deficiencies	
Federal Agency/ Designee	10/10	Outcome:	ACCEPTABLE

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Sharon Robinson Date: 8/17/2016

Approved by: Maria Moore Date: 8/22/16

Position/Title: HR Specialist DPL DAFWP HQS

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Date: 8-23-2016

Location: IAD - Dulless Airport

DPL/SC: Rhonda Marks & John Debar

Male Collector/BAT: Pierce Hodges

Female Collector/BAT: Janet Olsen & Paula Aud

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

Effective October 1, 2010

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Collection Site Evaluation Form

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D. Collection Problems			2
E. Collection Site Records			2

Overall Summary of Serious Deficiencies

(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		X
Federal Agency/ Designee		X

Inspection Outcome

Rating (out of 10)		*Acceptable: rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10 /10	*Unacceptable: rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	10 /10	**Outcome:**	Acceptable

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Tresa Johnson-Brideau Date: 8-23-2016

Approved by: Tresa Johnson-Brideua Date: 8-23-2016

Position/Title: Manager, Drug & Alcohol-Free Workplace Program

Date: 8/26/2016
Location: SAN/SAN Diego, CA

DPL/SC onsite Krista Rowe/DOT
Collectors: Maureen Colt
Ricardo Hernandez

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

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Collection Site Evaluation Form SAN on 8/26/16

Overall Section Summary

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B. Personnel				2
C. Specimen Collection Procedures				2
D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	***No Serious Deficiencies were identified***
Inspector / Collection Site Reviewer		Krista Rowe
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*
Inspector / Collection Site Reviewer	10 /10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*
Federal Agency/ Designee	___/10	**Outcome:**

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Krista Rowe Date: 8/26/16

Approved by: [illegible] Date: 8/29/2016

Position/Title: HR Specialist/DPL HQS DAFWP

Date: 9/14/2016
Location: DAL/DALLAS, TX

Collectors. Christopher Jackson
Tonya Smith
DPL/SC ONSite: Matthew Menzies/DOT

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Prevention

Collection Site Checklist

For the Collection of Urine Specimens for Federal Agency Workplace Drug Testing Programs

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D. Collection Problems				2
E. Collection Site Records				2

Overall Summary of Serious Deficiencies
(List Sections)

	Serious Deficiencies were identified	*No Serious Deficiencies were identified*
Inspector / Collection Site Reviewer		Matt Menzies
Federal Agency/ Designee		

Inspection Outcome

Rating (out of 10)		Acceptable: *rating ≥ 5 and no more than one section with serious deficiencies*	
Inspector / Collection Site Reviewer	10/10	Unacceptable: *rating < 5 or more than one section with serious deficiencies*	
Federal Agency/ Designee	___/10	**Outcome:**	Acceptable

Additional Comments: _____

Acceptable Outcome for Inspection: Yes X No _____

Self-Evaluation by: _____ Date: _____

Onsite Inspection by: Matt Menzies Date: 9/14/16

Approved by: Nancy A. E. [illegible] Date: 9/30/2016

Position/Title: HR Specialist / DAFWD DPL HQS