



Dear Health Professions Student,

Healthcare facilities around the Portland Metro area require the Health Professions Division to verify that drug screens are completed on all students before they start clinical training in these facilities.

Students need to follow the procedure below for accomplishing drug screens:

1. Carefully read the attached documents.
2. Complete the top portion of the Legacy MetroLab Drug Test Collection Site Registration Form. Follow the instructions on the form for obtaining your drug test. Your test must be completed at one of the four Legacy MetroLab facilities.
3. Results will be sent to the Administrative Coordinator for Health Professions, and will be filed with your other passport records.

If the division does not receive results, we cannot verify that the test was accomplished and the student will not be allowed to go to clinicals.

If you have any questions, please contact your program adviser.

Sincerely,

Douglas Scribner, M.Ed.
Dean of Health Professions
Mt. Hood Community College



Donor Information for Substance of Abuse Specimen Collection

What do I need to do to prepare for collection?

1. Please bring current, legal **Photo ID** to verify your identity. If you do not have photo ID, someone in a supervisory position will need to accompany you to the collection site to verify your identity.
2. Please bring a **Collection Site Registration Form** with you. Your interviewer/employer will provide this form.
3. The Legacy MetroLab staff would prefer that you arrive alone for your collection. If friends or family must accompany you, please be aware that they will be asked to wait outside of the collection site. In addition, please do not bring small children.
4. We recommend that you arrive no later than 15 minutes before closing; this will allow the collector enough time to perform the collection.
5. **Do not drink more than 12 ounces of liquid for several hours before specimen collection.** This will help prevent an unacceptable "dilute" specimen.

What can I expect during the collection process?

1. You will fill out the Custody and Control Form (CCF). This information is confidential within the laboratory and is visible only on the laboratory copies of the CCF.
2. The collector will ask you to remove outer clothing (coats, vests, etc.) and place personal items such as purse, wallet, briefcase, etc., in a lockbox.
3. You will wash your hands with water only and dry them before collection.
4. A sealed urine specimen collection kit will be opened in your presence. You will provide a urine sample as instructed in the privacy of a bathroom.
5. Do not run water while in the bathroom. Deliver the specimen to the collector within four (4) minutes. Do not flush the toilet.
6. The temperature of your specimen will be recorded on the CCF. If the temperature is out of acceptable range, or if you are unable to provide an adequate volume, you will be asked to stay in the waiting area until you are able to provide an acceptable specimen.
7. You will witness the sealing of your specimen with a security seal and then be asked to initial that seal. You may witness the placement of the sealed specimen in a bag, which will be sent to the laboratory.
8. You will be asked to read and sign the DONOR CONSENT statement on the CCF that will (a) verify your consent to be tested for substances of abuse, (b) certify your specimen collection and (c) authorize release of test results to your employer or requesting party.

NOTE: If you are unable to produce a specimen, you will be asked to drink up to 40 ounces of water and to remain in the waiting area (up to three [3] hours) until you are able to provide an acceptable specimen.

Please address questions regarding availability of results, cutoff levels, and the testing procedure to your employer or the testing laboratory.

Thank you for your participation in the substance of abuse testing protocol. We appreciate your cooperation in this important process!

Legacy MetroLab Collection Sites

1. Legacy Toxicology–Portland

1225 NE Second

1st Floor

Portland OR 97232

Phone: 503-413-5000

Fax: 503-413-5485

Clinic Hours:

Open 24 hours from 7 a.m. Monday through 4:30 p.m. Saturday; closed Sunday

2. Legacy Toxicology–Cornell

1960 NW 167th Place, Suite 203

Beaverton OR 97006

Phone: 503-672-6100

Clinic Hours:

Monday–Friday, 8:30 a.m.–5 p.m. (closed 12:30 p.m.–1:30 p.m.)

3. Legacy Toxicology–St. Helens

500 North Columbia River Hwy

St. Helens OR 97051

Phone: 503-397-1802

Fax: 503-366-3484

Clinic Hours:

Monday–Friday, 8:30 a.m.–6 p.m.

4. Legacy Toxicology–Tualatin

7587 SW Mohawk St

Tualatin OR 97062

Phone: 503-692-2700

Fax: 503-692-4546

Clinic Hours:

Monday–Friday, 8:30 a.m.–4:30 p.m.; closed 11:45 a.m.–12:30 p.m.

Legacy MetroLab

DRUG TEST COLLECTION SITE REGISTRATION FORM

Client Services
(503) 413-5295
(800) 950-5295

Date: _____
Applicant/Employee: _____ SS#: _____
Company: MT. HOOD CC – HEALTH PROFESSIONS Acct # 15875
Phone: (503) 491-7180 Contact Person referring employee: _____

******DONOR TO PAY FOR THE DRUG SCREEN (\$47.00) – DEBIT OR CREDIT CARD*******

COMPANY INSTRUCTIONS: Please check appropriate box for purpose of testing and give form to employee/applicant.

EMPLOYEE INSTRUCTIONS: BRING THIS FORM & PHOTO ID AT THE TIME OF SPECIMEN COLLECTION.

- Avoid drinking excessive amounts of liquids (more than 12 oz) 3-4 hours prior to specimen collection.
- You may request a drug screen at any of the locations listed below without an appointment.

COLLECTION SITE: **THIS IS A SELF-PAY (CREDIT or DEBIT) CLIENT ONLY– (\$47.00)**

Non-DOT Testing Only

- | | |
|---|---|
| <input type="checkbox"/> Pre-Employment | <input type="checkbox"/> Follow up |
| <input type="checkbox"/> Post Accident | <input type="checkbox"/> Return to Duty |
| <input type="checkbox"/> Reasonable Cause | <input type="checkbox"/> Breath Alcohol |
| <input type="checkbox"/> Random | |

Drug Test Collection Sites: **▲ Fast-Trak, One Hour Drug screen** **◎ Breath Alcohol testing** **▲ Saliva Alcohol testing**

*** CASH PAY ACCOUNT. DEBIT OR CREDIT CARD. (\$47.00) *****

- Legacy Central Lab:** 1225 NE 2nd Ave. (at the former Holladay Park Hosp.), **Portland, OR 97232** ▲◎◆
(503) 413-5113 **Open 24 Hours from Mon 7:00am thru Sat 4:30pm** [closed Sunday] Fax: (503) 413-5485
- Legacy MetroLab -Cornell:** 1960 NW 167th Place, #203, **Beaverton, OR 97006** ▲◎◆
(503) 672-6111 Hours: M - F 8:30am - 4:45pm [closed 12:15 - 1:30 pm] Fax: (503) 672-6112
- Legacy Lab St. Helens Good Samaritan Medical Mall:** 500 N. Columbia River Hwy, **St. Helens, OR 97051** ▲◆
(503) 397-1802 Hours: M - F 7:30am - 5:00pm Fax: (503) 366-3484
- Legacy MetroLab -Tualatin:** 7587 SW Mohawk St, **Tualatin, OR 97062** ▲◎◆
(503) 692-2700 Hours: M - F 8:30am - 4:30pm [closed 11:45 - 12:30 pm] Fax: (503) 692-4546