GENERAL PRACTICES FOR URINE SPECIMEN COLLECTION

- During testing, disposable gloves (latex or non-latex) must be worn by the Drug Court Coordinator throughout the entire duration of the testing. New gloves must be used for each testing.

- Participants are required to use sanitizer to clean their hands. Any paper towels used to wipe excess sanitizer liquid will be disposed of at the garbage bin in the Drug Court testing area.

- Once the immediate testing is completed, the participant shall dispose of the urine specimen using the toilet in the bathroom-taking careful precaution so not to spill the specimen. The emptied drug testing container will be closed and disposed of in an assigned trash bin located in the Drug Court testing area.

- The paper table liner must be replaced each time a new drug testing specimen is presented. The paper liner will be disposed of utilizing the assigned garbage bin in the Drug Court testing area.

- It is important to note that the Drug Court testing area is not for personal use, coffee cups, dishes or silverware must never be left or cleaned in the designated testing area.

- When all drug testing is completed, the Drug Court Coordinator must inspect the bathroom to make sure that it is clean and no paper towels have been left on the floor area or outside the bathroom. Any spills shall be reported to the building maintenance for immediate cleaning.

- The workstation in the Drug Court testing area must be wiped down with solution of soap, water and bleach; then sprayed with disinfectant. The Drug Court testing area chair surfaces and the door handles must also be sprayed with disinfectant at the end of the work day.

- The garbage (lined with plastic garbage bag) will be sealed and removed from the office and deposited at the designated maintenance closet in the Court lobby. The garbage can in the Drug Court testing area should be lined with a new garbage bag.

- The building maintenance crew should clean the bathroom area and Drug Court testing area at the end of each work day.