

State of Tennessee

Drug Collection / BAT Request Form

Supervisor must send completed copy of this form and Alere Drug Testing Custody and Control form with donor to collection facility

Employee's Name: _____	Employee #: _____	Date: _____
State Dept/Location: _____		
Address: TN Dept of Transportation; Human Resources, Ste. 400, James K Polk Building; 505 Deaderick Street, Nashville, TN 37243-0327		
Contact: Amy Earheart or Heather Stanford at 615-741-3461		

Check all services to be performed and mark the reason for the testing here:

Services to Perform:

Drug Collection DOT ___
 Drug Collection Non-DOT ___
 Breath Alcohol DOT ___
 Breath Alcohol Non-DOT ___

*Reason For Test:

___ Pre-Employment
 ___ Random
 ___ Reasonable Suspicion
 ___ Post -Accident
 ___ **Return to Duty (MANDATORY OBSERVED)**
 ___ **Follow-Up (MANDATORY OBSERVED)**
 ___ Other

COLLECTOR, BAT & BILLING INSTRUCTIONS:

- If Donor shows up without an **Alere** Custody form, please call NTS at 615-353-1888 **immediately!**
- Fax MRO copy of custody form to 615-356-1890 on the same day as collection takes place
- **Please scan & e-mail (.pdf) Employer Copies of Drug Testing and/or Breath Testing forms to: Amy.Earheart@tn.gov and Heather.Stanford@tn.gov**
- **Please call Positive Breath Alcohol Results, notification of shy bladder, shy lung, refusal to test or any special situations to:**

Amy Earheart at 615-741-3461

Please contact NTS Staff or Dr. Elam at 615-353-1888 with any questions or problems regarding a drug collection or Breath Alcohol Test.

BILLING FOR DRUG COLLECTIONS AND BREATH ALCOHOL TESTING SHOULD GO TO:

NATIONAL TOXICOLOGY SPECIALISTS
1425 ELM HILL PIKE
NASHVILLE, TN 37210

ATTN: TIM SHOAF, ACCTS PAYABLE
PHONE: 615-353-1888
FAX: 615-356-1890

National Toxicology Specialists 1425 Elm Hill Pike Nashville, TN 37210 615-353-1888

After 5:00 P.M. CST Please call 615-353-1888 (press 1 for immediate assistance)