

UPL's UNIT BRIEF

October 2019

You have five major responsibilities during the collection procedure:

1. Confirm identification with ID card
2. Provide more than 30ml of specimen. (45ml is preferred)
3. Initial the specimen bottle label verifying your personal data is correct
4. Keep specimen bottle in full sight until sealed with tamper evident tape.
5. Sign your payroll signature on the testing register to verify that the specimen was yours and you watch your specimen bottle label being placed on the bottle and sealed by the UPL with tamper evident tape.

Your urine specimen will be provided in a plastic bottle (a wide mouth collection cup is available for males and females).

Each bottle will have a label affixed to it with today's date that identifies you by your DoD ID# after you return from the latrine.

Collection of the specimen will be conducted using direct observation in full view of an observer. Do not go to the UPL station until you feel you are ready to provide at least 30ml or more (approximately ½ bottle) of urine. If you are unable to provide a specimen or an adequate quantity of urine, you will be held in the holding area until you are able to provide a specimen. You will be provided an adequate amount of liquid to help facilitate the collection process. You will not be released from duty today until you have provided a proper specimen.

Your tasks include:

You will provide your military ID card. If you do not have your military ID card or other photo identification, the commander will be called to verify your identification.

Remove excess outer garments such as OCP jackets and coats or IPFU tops.

Provide a urine specimen under direct observation.

You will initial the bottle label upon returning from the latrine after you have verified your DoD ID#, full name, and date on the Testing Register; verify DoD ID# on DD Form 2624; and verify the date and your DoD ID# on the bottle label.

Sign your payroll signature on the testing register verifying that the urine specimen provided was yours, the bottle label was placed on the bottle and initialed by the UPL, specimen was sealed with tamper evident tape, and then placed into the collection box.

Note: I do not need to know if you are taking or have taken prescription medications. If your specimen result comes back from the laboratory as positive for a drug that could have been a result of prescription medication, a medical doctor will review the result before any other actions are taken. The doctor will review your medical record, any prescriptions from outside providers, and possibly interview you, prior to making a medical determination of valid prescription use or illegal use. If the doctor determines the drug positive was a result of valid prescription medication, then no actions will be taken against you.

Are there any questions? Any questions about the collection procedure will be directed towards your observer or myself.