

**GEAUGA COUNTY DRUG AND ALCOHOL CONSORTIUM**

**INSTRUCTIONS FOR COLLECTION OF BREATH SPECIMEN FOR ALCOHOL TESTING**

**ATTACHMENT B (3)**

To ensure that an unalterable breath sample is obtained and correctly identified, the following steps shall be taken by the Employee:

1. Report to the specimen collection site as soon as possible but not later than 60 minutes after notification to report. Present the *Order for Testing* to the collector at the collection site. Refusal to test is a positive test and may result in disciplinary action up to and including dismissal.
2. Provide the collector with an official picture identification card (i.e., driver's license).
3. Follow the instructions provided by the collector, including the completion of the alcohol testing form that must be dated and signed.
4. Testing will be performed using an evidential breath testing device or saliva screening device.
5. You will immediately be shown the results. If the result is negative, it will be reported as such and the employee will be released. A result of less than 0.02 is deemed negative. If the test is positive, a confirmation test will be performed after 15 minutes. Await further instructions if confirmation test registers 0.02 or higher.
6. Do not eat, drink, or put any object or substance in your mouth 15 minutes before your scheduled test.