One of the most important parts of the mock collection proficiency test is the verbiage and giving the donor instruction. Once you begin the test, the concept is that the donor is now looking to you for instruction. In addition to the verbiage, we must ensure that the CCF is being completed properly and in the correct order.

The DOT UA mock collections will be comprised of the following:

**5 Consecutive Error Free DOT Urine collections**

* 2 Uneventful collections
* Specimen out of temperature range
* Donor Refusal
* Shy Bladder

**Uneventful Collections:** 99% of your real DOT tests will be uneventful with no issues at all. These are donors that are able to provide a specimen of adequate volume and within the proper temperature range. No issue.

**Specimen Out of Temperature Range:** Urine specimens must be between 90-100 degrees. If a DOT specimen is not in range, we must follow a struct procedure set by the DOT. In step 2, no is selected which refers to the temperature. You must note in the remarks section of the first test that the “first specimen was not in temperature range – too cold, specimen 1 of 2, See specimen ID ########”. (This requires you to have a blank federal COC nearby) Once the donor signs step 5, the collector will complete step 4 and seal the samples and COC in the lab pouch in front of the donor. Then follow the out of temp script which details the steps moving forward. The donor should be given the instruction on how to follow the DOT Direct Observation Procedure. Once donor is ready for the observed collection, the same sex observer will enter the bathroom with the donor and follow the DOT’s Direct Observation Procedure. The remarks section of the new CCF should read “First specimen not in range – too cold, Specimen 2 of 2, See specimen ID #######” And the “Observed” box in section 2 should be marked to show that the DOT direct observation protocol was followed.

At the very end of the successful second collection, the donor will now get a copy of both CCF’s and they are free to leave. If the donor chooses to refuse the second collection, follow the same steps above and check the box labeled “None Provided” in step 2 of the new CCF. List the refusal in the remarks section, discard the first sample, and fax both MRO copies to the MRO.

**Donor Refusal:** In the event that the donor chooses to refuse any part of the collection process (signature, initials, washing of hands) we as collectors are still tasked with sending in the necessary paperwork to the MRO. Any refusals need to be documented fully in the remarks section of the CCF. And the None Provided box must be checked in step 2.

**Shy Bladder:** If a donor is unable to provide the necessary 45 mL, we must begin the shy bladder proceedings. Once the donor makes the first attempt of insufficient amount, you must document the time of the first collection in the remarks section. This time is the beginning of the 3 hour maximum timeframe the donor has to provide a specimen. In addition you will be tasked with documenting any water administered. 4 tic marks (IIII) will denote that 4 ten ounce cups of water were administered. Any subsequent attempts should be noted in the remarks section as well. Shy bladder proceeding do not require an observed test. The donor is able to provide a specimen privately.