

jenda family services DRUG SCREENING + TESTING

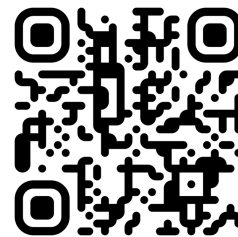
Welcome to Jenda! No matter where you are on your journey or what brought you to our door, we are glad that you are taking the steps towards maintaining sobriety and becoming the best person and parent that you can be. This sheet will be a guide for you for basic information about drug testing (DST) at Jenda and what you can expect out of your time with us. If you have additional questions, feel free to talk to your drug testing specialist or call our office to get connected with the DST Supervisor at **531-500-3248**.

CHECKING-IN

Please call **(800) 494-1250** or visit <https://www.drugtestcheck.com/> every day to determine if it is your day to report for drug testing. Please use your assigned PIN CODE to access the testing information specific to you. This information will be available to you between the hours of 2:30 AM and the end of office hours for that testing day.

MY USERNAME: _____

MY PIN CODE: _____



Use your smartphone's camera to scan this QR code and go directly to the check-in website!

ATTENDANCE

Failure to report as directed, for any reason, will be reported to your DHHS caseworker. Only your DHHS caseworker may excuse you from reporting for a scheduled drug test. If you No Show for **TWO OR MORE** offsite tests, you will be required to come in to test at the office from that point forward, **NO EXCEPTIONS WILL BE GIVEN**. An attendance report is ran at the end of every testing day, and your caseworker can also ask for your check-in consistency, as well as your testing attendance. It's important to take attendance seriously, as it shows your capability to be accountable and responsible. **Jenda will not call you to remind you to check-in!** Regularly checking-in and showing that you can reliably make appointments, maintain sobriety, and attend any additional meetings is a big step in indicating you are able to be a responsible care taker for your family and children. You have a team at Jenda rooting for you and want to help you be successful, but it's up to you to utilize the resources that are available to you to fulfil the requirements outlined by your caseworker. **Staff can wait 15 minutes at an off-site location.** If you fail to be present prior to the 15-minute deadline, the staff will depart and your test will be marked as a no-show and your caseworker will be notified. there are no exceptions to this policy.

OFF-SITE DRUG TESTING

Your caseworker must approve you to test offsite, meaning you need to ask your caseworker directly if you aren't already approved. Jenda is not going to ask them to approve you for off-site testing if you aren't. To schedule an off-site test on your scheduled testing day, you must contact the appropriate offsite phone number (listed on following page) after 12:00 am and before 1:00 pm (send a text or leave a voicemail outside of business hours). Jenda staff will answer the phone on testing days after 8:00 am, Monday through Friday, and after 10:00 am, Saturday and Sunday; if a staff member did not answer during business hours, they most likely are with a client so please leave a voicemail or send a text message. Priority in the off-site schedule is determined by caller order and the Jenda off-site tester's discretion. You must confirm a time and location for an offsite test to occur. If you require a specific time, we suggest you call as early as possible. Off-site testing operates on a first-come, first-served basis and appointments may fill up, requiring you to come to the office to test. **If you contact Jenda after 1:00 pm, you will no longer be able to test offsite and must come to Jenda to do your test.** Please allow at least 30 minutes for the test to be performed. Although many tests are completed quickly and you may have the option to test early; unforeseen circumstances may delay testing, such as weather, traffic, etc. If you are not present within 15 minutes of your scheduled time, DST staff will leave, and the test will be considered a no show.

PRESUMPTIVE VS. LABORATORY

Jenda's urine sample cups presumptively tests for **14 different substances**. This means that the cup itself will show a reading and determine if a sample is positive or negative for a substance. All samples are sent for laboratory testing at the end of each testing day, regardless of a presumptive positive or negative test. However, if there is a presumptive positive for a substance and you are **sure** you have not used that substance, let your DST specialist know. This will be noted on your form, and will be confirmed by the laboratory. On one of your initial testing days, **bring in your prescription medications to the drug testing office** so the drug testing specialists can be sure to note any substances that may create a positive drug test result. Urine samples have specific chemical levels that are required to ensure that the sample is legitimate and not diluted or another substance other than urine; **tampering is easily identifiable via laboratory testing.**

Honesty is the best policy, as the science doesn't lie. Again, Jenda is here to help you and we know that you are human. Being open and honest about any substance usage is always better than lying and the laboratory results telling your caseworker differently. Healing and sobriety is a journey and process, so think of your drug testing specialists as part of your team. Please utilize the resources posted on the DST message board by the check-in counter for additional support, networks, and connections to help you achieve your goals!

HOURS AND CONTACT INFORMATION

It is your responsibility to know and understand the times for each testing day. Testing times vary depending upon the day of the week. Monday through Friday, office testing is available 8:00am-6:00pm and offsite testing is available 8:30am-6:00pm. On weekends and Federal holidays, office testing is available 10:00am-5:00pm and offsite testing is available 10:30am-5:00pm.

OFFICE HOURS

TESTING DAYS

Monday-Friday: 8:00 am - 6:00 pm

Off-site hours: 8:30 am-6:00 pm

Weekends/Holidays: 10:00 am - 5:00 pm

Off-site hours: 10:30 am-5:00 pm

NON-TESTING DAYS

Monday-Friday: 9:00 am - 4:00 pm

(in-office, phone, and email availability)

DAILY CHECK-IN LINE:

(800) 494-1250

<http://www.drugtestcheck.com/>

(QR code on first page)

FEMALE OFFSITE PHONE NUMBER:

402-326-8575

MALE OFFSITE PHONE NUMBER:

402-540-6293

DST OFFICE:

531-500-3248

