

EMPLOYEE NOTICE OF DILUTED SPECIMEN & INSTRUCTIONS FOR RETESTING

This serves as notification that the Medical Review Officer has reported your drug test result as being diluted. The laboratory determined the specimen did not meet the criteria of a valid specimen. At the laboratory, all specimens are not only tested for drugs but also other tests are performed to assure the urine is a valid specimen. Your specimen was determined to have a low creatinine and low specific gravity (it did not fall in the normal accepted range) which indicates it was a **DILUTED SPECIMEN**. Diluted specimens are usually caused by over hydration - meaning a person has either intentionally or unintentionally consumed a large enough volume of fluid to put the body into a temporary state of over hydration.

Based on the ACI/COATS substance abuse policy, a diluted test is not acceptable for program compliance. In order for you to become compliant with this program, you will need to provide another specimen for testing. To help assure your next specimen will not be diluted, please follow the instructions listed below:

1. Consume no fluids past 9:00 pm the night before your collection.
2. Please limit your fluid intake to a minimum the day of your collection.
3. Your supervisor will discuss with you the time and location of your collection.
4. You are solely **responsible** to monitor your fluids to prevent your second test from being dilute.
5. If you fail to report for the re-collection as directed by your supervisor/employer, a refusal to test will be documented and will have the same consequences as a positive test result. This will render your status as non-compliant with this testing program.

A SECOND DILUTED TEST will result in the same consequences as a positive test result for this program (unless a medical condition that causes repeated dilution is established).

If you feel there is a legitimate medical condition that caused your test to be diluted, you may seek a medical evaluation. Your physician must provide the findings in writing to the database Medical Review Officer listed below. The Medical Review Officer will review the findings and issue a final report to your employer.

**ATTN: Medical Review Officer
Midwest Toxicology Services, Inc.
603 E. Washington St., Suite 200
Indianapolis, IN 46204
FAX # 317-262-2222**

I acknowledge that the information above was provided to me by my employer after I was notified of my diluted test.

Employee Name (Printed)

ID #

Date

Employee Signature