

# Southern Company Generation Authorization for Specimen Collection

You are hereby authorized to collect a urine sample and/or alcohol sample for the following employees/applicants for substance abuse testing. An additional sheet can be used for multiple donors

Authorized By: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contractor: \_\_\_\_\_

Kroll Facility No: \_\_\_\_\_

First Name	Last Name	SS #	Union Code	Craft Code

Type of Test:  POCT, Instant Urine Test    Non-DOT, Traditional Lab Test    Non-DOT, Breath Alcohol Test

Reason For Test:  Pre-Employment    Random    Post accident    Reasonable Cause    Other

**Important:** Please ensure that information detailed above, especially the Kroll facility number, name, ss#, union code, and craft code is taken from this form and transferred to the Kroll chain of custody form as indicated below. Also make sure that your Kroll Collection Site Number is included on the Kroll chain of custody form.

**\*\*Southern Company collections are same-sex, direct observed collections, following DOT collection protocols\*\***

<b>KROLL</b>		<b>Southern Company Chain of Custody for Drug/Alcohol Testing</b>	
1111 Newton St., Gretna, LA 70053 504-361-8989 / 800-433-3823		Specimen Number <b>XXXXXXXXXX</b>	CONSECUTIVE NUMBER BAR CODE
Contractor Name & Address		Work Site / Location	
MRO Name & Address		Donor's Address	
Facility Number		City	State      Zip Code
		Driver's License Number	Donor's Phone Number
		Donor's Date of Birth	

**Resulting:**

If a POCT, Instant Urine test is requested and the result is:

Negative – Fax a copy of the collection form to Kroll at 949-221-7918 and discard the specimen

Non-Negative – Seal the specimen according to DOT protocols and ship to Kroll. **Do not** fax a copy of the COC

If a Non-DOT, Traditional Lab test is requested:

Follow all DOT collection procedures and send the specimen to Kroll for testing. **Do not** fax a copy of the COC

When a Non-DOT, Breath Alcohol test is requested in conjunction with a urine collection:

Record the breath alcohol results on the Southern Company COC. **Do not** send in a separate alcohol test / form

**Billing Information:**

**COLLECTED SPECIMENS AND ALL INVOICING SHOULD BE SENT TO:**

**Kroll – Collection Site Management  
1111 Newton Street  
Gretna, LA 70053**

**DO NOT BILL THE CONTRACTOR FOR THESE SERVICES  
DO NOT TURN THE APPLICANT AWAY  
CALL KROLL WITH ANY QUESTIONS OR CONCERNS (800) 433-3823, OPTION 6**

