



Metropolitan Government of Nashville and Davidson County

Metropolitan Government Drug Free Workplace Program

***** PHS (NON-DOT) *****

Test Order Form

Employee/Applicant:		Date:							
Department:									
Employee ID # (or Social Security # for Pre-Employment Only)		Time:							
<p>This test is ordered for the reason checked below: <input type="checkbox"/> pre-appointment / Pre-employment <input type="checkbox"/> random <input type="checkbox"/> reasonable suspicion <input type="checkbox"/> post-incident <input type="checkbox"/> return to duty <input type="checkbox"/> follow-up</p>									
<p>You will be tested for: <input type="checkbox"/> alcohol only <input type="checkbox"/> drugs only <input type="checkbox"/> both drugs and alcohol Additional (Specify): _____</p>									
<p>Under the provisions of the Metropolitan Government's Substance Abuse policy, I order you to report to the collection site listed below to provide a sample of your urine and/or breath for a test for the presence of drugs and alcohol. Test results will be treated in a confidential manner and you will be provided with results. Refusal to submit for testing will be considered rejection of an appointment and/or a refusal to obey a lawful order, which will subject you to disciplinary action.</p>									
<p>You are to report immediately to the following collection site and present this order, along with personal photo identification:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Metro IOD Clinic 337 21st Avenue North, Nashville, TN. 37203 (615) 880-2400 </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Doctors Speakers Network 3638 Dickerson Road, Suite 203 Nashville, TN 37207 (615) 860-4401 </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Fortier 2267 Jackson Downs Blvd Nashville, TN 37214 (615) 883-6962 615-885-1754 (FAX) </td> </tr> <tr> <td style="vertical-align: top;"> <input type="checkbox"/> Relialab Testing 3656 Trousdale Drive, Suite 109, Nashville, TN 37204 (615) 332-8838 </td> <td colspan="2" style="vertical-align: top;"> <input type="checkbox"/> Workforce Essentials 118 Seaboard Lane Franklin, TN. 37064 (615) 370-6004 </td> </tr> </table>				<input type="checkbox"/> Metro IOD Clinic 337 21 st Avenue North, Nashville, TN. 37203 (615) 880-2400	<input type="checkbox"/> Doctors Speakers Network 3638 Dickerson Road, Suite 203 Nashville, TN 37207 (615) 860-4401	<input type="checkbox"/> Fortier 2267 Jackson Downs Blvd Nashville, TN 37214 (615) 883-6962 615-885-1754 (FAX)	<input type="checkbox"/> Relialab Testing 3656 Trousdale Drive, Suite 109, Nashville, TN 37204 (615) 332-8838	<input type="checkbox"/> Workforce Essentials 118 Seaboard Lane Franklin, TN. 37064 (615) 370-6004	
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Designated authority signature:									
Designated authority (please print):									
Employee Signature:									