

FLORIDA LAWYERS ASSISTANCE, INC./AFFINITY eHEALTH
Random Drug Testing Procedure

All random drug testing done by Florida Lawyers Assistance, Inc. (FLA) will be done pursuant to a signed contract. Frequency of testing shall be determined by contract or court order, but may be modified for cause or as deemed necessary by FLA. Additional testing such as hair, nails, sweat, SCRAM (alcohol monitoring ankle bracelet), or other special procedures may be required at the client's expense.

FLA's testing is administered by Affinity eHealth. **Upon receipt of your FLA contract, you must activate your online account with Affinity** by:

- Accessing the Affinity activation web site at: <https://www.affinityehealth.com/CMS/FLA/> and clicking the "Activate Account" button
- Entering your PIN (which will be provided with your FLA contract)
- Entering your birth date
- Funding your Affinity account with a minimum of \$85.00.
- After activating your account, you should request chain of custody (COC) forms (from your Affinity page), which you will use if you go **somewhere other** than a LabCorp site (if you go to LabCorp, you do not need a COC form). FLA suggests that you keep at least one Chain of Custody form in your vehicle in the event you are selected for testing while away from home and cannot locate a LabCorp in the vicinity. It is also suggested you keep the testing receipt provided with each test to document compliance.
- Log in to your Affinity page daily to determine if you have been selected for testing and to check for FLA announcements or make any demographic (address, phone, email) changes.

Upon activating your account with Affinity, you will be asked to select up to three preferred test sites in your area where you may go for testing before the close of business that day. **It is suggested that you call the lab site to confirm its hours of operation since these hours sometimes change without notice.**

You are required to LOG IN to your Affinity page each weekday to determine if you have been selected to test. Clients who consistently LOG IN will be given a backup text message at 10 pm each night for the following day. **Do not rely on this, and be sure to log in each day whether or not you have received a text.** You should log in before you have consumed caffeine as it may affect the test result. It is critical that your current email address and phone number(s) on your Affinity page be updated and maintained at all times.

Standard testing will include a nine panel drug screen, urine alcohol, and EtG/EtS testing at a cost of \$59.00. You should be aware that any special testing, a medical review officer report, **or testing at a site other than LabCorp** may require additional fees. EtG/EtS testing can identify the presence of alcohol several days after consumption. The FLA contract requires abstinence from alcohol, including even the relatively small amounts contained in some cough and cold medications, mouthwash, "non-alcoholic" beer and wine, and some food preparations. **You must make it a habit to read labels and avoid any product containing alcohol.** There is almost always a non-alcohol alternative, and we would suggest consulting your doctor or pharmacist if necessary. Pursuant to the FLA contract, **any alcohol-positive tests received will be deemed valid and considered prima facie evidence of a violation of the abstinence provision of the contract. CBD oil should be avoided as well as it does, despite assurances, contain THC which will result in a positive test.**

All records of missed tests or positive test results, will be reported to the Florida Bar, Board of Bar Examiners, or other entity **as required**. There will be no reporting of test results for voluntary participants unless previously authorized.

In the event of a positive result, FLA will be notified immediately and a re-test may be scheduled. The results will also be transmitted to FLA's **Medical Review Officer (MRO)**, who will call you to discuss the test results. The MRO will provide an assessment to FLA, which we will discuss with you before submitting our report and recommendations to the Bar or Bar Examiners, if required. Attempts to "flush" with water or other liquids after using drugs or alcohol will likely result in low creatinine and/or low specific gravity test levels. Procedures regarding suspect test results will be determined pursuant to the attached dilute sample policy.

If you are going on vacation, or will be unavailable for other reasons, you must submit a Monitoring Interruption Request (on your Affinity calendar page) at the earliest date feasible, which will be reviewed by FLA upon receipt. Any questions regarding testing should be directed to **Dawn Withrow** at FLA.

***Please carefully review all documents in the "Help Desk" section of your Affinity page for detailed instructions regarding testing, meeting attendance logs, and other critical requirements of the FLA monitoring program.**

Avoiding a Dilute Urine and FLA's Dilute Urine Policy

Urine samples are called **Abnormal** if the creatinine is less than 20mg/dl and **Dilute** if, in addition to the low creatinine, the specific gravity is <1.0030 and > 1.0010. Both abnormal and dilute screens are of significance. These numbers are somewhat arbitrary but were chosen because most subjects must consume significant amounts of water to produce a specimen with a creatinine lower than 20 mg/dl. It has been noted that small muscle mass, being female, and exercise (when followed by increased water consumption) have been associated with lower urine creatinine levels. Urine dilution is of interest only because consuming large amounts of water in order to dilute urine with hopes of having negative urine is a common method to avoid detection. Dilution is also the method by which most of the OTC urine cleaners work. The problem with assuming that dilute urine is always due to attempted cheating is that many individuals drink large amounts of water for health reasons or simply to "be prepared" to provide a urine sample.

Since dilute urines can be used to mask using, it is imperative to follow up on them. As a participant providing a urine sample, you can follow some simple guidelines to avoid providing dilute urine. These are:

- Avoid all diuretics—including caffeine—the day of the selection until AFTER the collection is done. If you are taking a prescribed diuretic medication (Lasix, etc.), do not take the medication until after you test.
- Go to the collection site while the first morning urine is still in your bladder to use this as the specimen.
- If this is NOT possible than you should empty your bladder approximately 2 hours prior to your planned arrival at the collection site.
- During that time, you should NOT consume more than 24 oz of fluid and the fluid you do consume should be a substantial fluid—milk, smoothie, tomato juice—and/or you eat a protein high meal or snack—egg, cheese, meat.

By following these guidelines, you will help to avoid dilute and abnormal urines and ensure that the result of your test provides a valid indicator of your sobriety.

FLA's Policy Regarding Dilute Samples

Dilute = Creatinine 2 to 20mg/dl (and specific gravity less than 1.003)

Response Level I for minimal low creatinine 10-20mg/dl

1. Client is contacted to discuss proper liquid intake prior to testing.
2. Provide information sheet to client regarding dilute urines and consequences for repeated dilutes.
(If Level I dilute testing continues (more than 2 dilute samples per 3 tests) then Response Level II)

Response Level II for moderately low creatinine 5.1-9.9mg/dl

1. MRO consultation.
2. Provide information sheet regarding dilute urines and consequences for repeated dilutes.
3. Obtain hair, nail, or blood test if recommended by MRO

Response Level III for extremely low creatinine 2-5mg/dl

1. MRO consultation.
2. Perform in-depth analysis of urine specimen (level of detection analysis for all suspected possible drugs)
3. Consider Multidisciplinary Addiction Medicine Assessment (with or without polygraph)
4. Obtain hair, nail, and/or blood test (as part of above) along with continued urine testing.

Substituted = Creatinine <2mg/dl (specific gravity 1.001 or less or 1.020 or higher)

Response

1. MRO consultation.

This will be considered a positive test and will result in further evaluation arranged prior to final disposition.