MODULE 02 • ORAL-FLUID SUPPORT

ScreenClear

POCT Oral Fluid Testing

Choose one assigned POCT device • follow the panel printed on that device • collect a lab collection kit after any non-negative screen

BEST PRACTICE • DAY-OF-COLLECTION CHECKLIST

After countersigning the consent form, follow the interactive checklist step by step. It is the best way to ensure the correct process and protocols are completed.

FIELD USE

One donor, one POCT device. Confirm the assigned device before you begin. The Saliva Test Cup and the Oral-Fluid Lollipop are **alternative screening options**; do not use both on the same donor.

OPTION 1 • SALIVA TEST CUP

When: The collection is assigned a Saliva Test Cup.
Action: Use the cup pathway on pages 2–3. Follow the drug panel and timing printed on the supplied cup and its insert.

OPTION 2 • ORAL-FLUID LOLLIPOP

When: The collection is assigned an oral-fluid lollipop.
Action: Use the lollipop pathway on pages 4–5. Follow the exact drug codes, cut-offs, and result window printed on the supplied lollipop and its insert.

MODULE 02 • OPTION 1

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Use the Saliva Test Cup

Follow this page only when the Saliva Test Cup is the assigned POCT device

PRODUCT AT A GLANCE

Saliva Test Cup

Use the sealed cup supplied for the collection. Follow the panel labels and product insert for the specific cup configuration assigned to this donor.



PRE-COLLECTION CONTROL

10 min

Before either POCT device is opened, nothing may enter the mouth: no food, drink, gum, tobacco or nicotine, lozenge, spray, mouthwash, or other material.

1

Check and open the assigned cup

Confirm the cup package is sealed and in date. Record the lot number and expiry in the required collection record before opening. Open the cup in the donor's presence.

2

Collect active oral fluid

Keep the collection in view. Have the donor actively swab the cheeks and gumline. Do not use passive placement or leave the donor alone during collection.

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Read the Saliva Test Cup

Complete saturation • seal and label • read at 10 minutes, never after 20

3 **Wait for full saturation**

Do not remove the swab until the saturation indicator is solid and uniform red. A partial or faint indicator is not sufficient.

4 **Secure and start the timer**

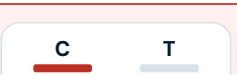
Have the donor place the swab in the collection tube. Seal and label it immediately, record the start time and collector ID, then set the timer. Read the result at 10 minutes. Never read it after 20 minutes.

Negative



See: For a drug strip: control line present and any test line present—even a faint line.
Do: Document the negative screen in the ScreenClear record. Do not collect a lab kit after a negative screen.

Non-Negative



See: For a drug strip: control line present and no test line.
Do: Presumptive only. Record the drug code(s) on the CCF or photograph the cup; never say positive. Collect a fresh oral fluid lab collection kit now, then put the cup in the regular garbage.

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Use the Oral–Fluid Lollipop

Follow this page only when an oral-fluid lollipop is the assigned POCT device

PRODUCT AT A GLANCE

Oral Fluid Lollipop

Use the lollipop supplied for the collection. It is a qualitative POCT screen only—not a final laboratory result. Follow its label and insert for the assigned panel.



CHECK THE ASSIGNED PANEL

FIELD USE

Before opening the lollipop, verify the exact drug codes and screen cut-offs printed on the supplied device and insert. Different lollipop configurations can have different drug panels. Record the assigned panel, lot number, and expiry in the required collection record.

!

DO NOT SUBSTITUTE A PANEL

Use only the lollipop configuration assigned in the interactive Day-of-Collection Checklist. Do not choose, add, or remove a drug panel independently.

MODULE 02 • OPTION 2

ScreenClear

Collect & Read the Lollipop

Keep the device level • wait for control lines • read drugs at 10 min, never after 20

5 **Protect the mouth-clear period**

For at least **10 minutes**, nothing may enter the mouth. If anything enters the mouth, restart the full 10-minute period and document the restart.

6 **Collect oral fluid**

Open the pouch only when ready. Remove the cap and place the collector in the donor's mouth. Keep the device level until saliva flows across the test strips and the control lines appear.

7 **Cap and time the lollipop**

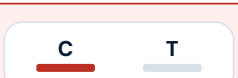
Replace the cap, place the device on a level surface, and start the timer immediately. Do not tilt, open, or handle the result window while waiting.

DRUG RESULT WINDOW

Read at 10 min

Read drug strips at 10 minutes, never after 20. If the panel has ALC, read it at 1–2 minutes against the colour chart.

Non-Negative



See: For a drug strip: control line present and no test line for a code on the assigned lollipop panel.
Do: Presumptive only. Record the lollipop code(s) on the CCF or photograph it. Collect a fresh lab collection kit now, then put the lollipop in the regular garbage.

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After a Non-Negative Screen

The oral fluid lab collection kit is collected after every presumptive non-negative POCT result and is the only specimen sent to the lab

FIELD USE

Decision point: The used POCT cup or lollipop is never shipped. Record its result, then put it in the regular garbage. Collect a fresh oral fluid lab collection kit after any presumptive non-negative.

MATCH EVERY FLAGGED CODE

1. **Record the exact code**
   Record each non-negative code printed on the assigned cup or lollipop panel.
2. **Use the matching confirmation order**
   Select only the laboratory confirmation target(s) that match the flagged code(s) for that assigned device configuration.
3. **Do not guess or over-order**
   Do not add unrelated drug classes, substitute a panel, or make an independent final result determination.

! **PANEL-SPECIFIC CONFIRMATION**
The assigned device label and the interactive Day-of-Collection Checklist identify the panel and matching confirmation pathway. If the code or order is unclear, contact ScreenClear before collecting the lab collection kit.

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Collect the Lab Kit & Send

Use the oral fluid lab collection kit for laboratory confirmation after every presumptive POCT non-negative

PRODUCT AT A GLANCE

Oral Fluid Lab Collection Kit

Use the laboratory-supplied collection kit after every non-negative screen. It is the only specimen sent to the lab—never the used POCT cup or lollipop.



8

Collect to the blue indicator

Check the package and transport tube(s) are intact and in date. Have the donor pool saliva, then place the collector under the tongue with head down. Do not allow chewing, sucking, talking, or removal during collection. Wait until the required indicator(s) are completely blue.

9

Secure, label and pack

Place the collector in its matching transport tube and snap the cap fully closed. For a dual-pad kit, follow the designed break point and matching A/B tubes. Complete the laboratory CCF/eCCF with the flagged confirmation target(s), then use the supplied specimen bag and document pouch.

!

NO BLUE BY 10 MINUTES

Discard the incomplete collector and begin again with a new kit only after saliva has accumulated. Do not use a partial specimen.

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Finish the Record

Protect POCT evidence, lab specimen custody, and the required documentation

10 • COMPLETE THE LAB HANDOFF

When: The lab collection kit specimen and the CCF/ eCCF are complete.

Action: Use the approved courier process for prompt shipment. Photograph CCF Copy 2 and Copy 4; images upload automatically and are sent to the required destination. Place CCF Copy 3 and required originals in the ScreenClear document folder.

INVALID POCT

No control line means do not interpret the drug strip. Repeat with a new device of the same assigned type. If a valid screen cannot be obtained, document the facts and contact ScreenClear before closing the record.

NO EMPLOYER COMMUNICATION

Do not report any POCT result to the employer or DER. A non-negative is presumptive, not a final laboratory result. Record the result and let ScreenClear manage communication.

- The interactive Day-of-Collection Checklist is complete.
- Exactly one assigned POCT device was used: Saliva Test Cup or Oral-Fluid Lollipop.
- After a non-negative: result recorded, device in the garbage, and lab collection kit, lab custody, image upload and document folder complete.

STOP • SECURE • DOCUMENT • CONTACT SCREENCLEAR

1-844-925-3274 | info@screenclear.ca

Never contact the employer or DER directly.