

Title	Perform urine specimen collection in the workplace for drug testing		
Level	3	Credits	2

Purpose	<p>This unit standard is aimed at people who are required to understand the process of collecting urine specimen for drug testing.</p> <p>People credited with this unit standard are able to prepare donors for urine specimen collection at point of collection, and collect and dispatch donor's urine specimen for drug testing.</p>
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Classification	Occupational Health and Safety > Occupational Health and Safety Practice
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Available grade	Achieved
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Guidance Information

1 Definition

Organisational requirements refer to instructions to staff on organisational policies, procedures, and methodologies which are documented and are available in the workplace. These include but are not limited to – site specific requirements, company quality management requirements, legislative requirements.

2 References

AS/NZS 4308:2008 *Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine*, available from <https://www.standards.govt.nz/>;
 Bill of Rights Act 1990;
 Health and Safety at Work Act 2015;
 Health Information Privacy Code 1994;
 Human Rights Act 1993;
 Privacy Act 1993;
 and all subsequent amendments and replacements.

3 All activities and evidence presented for all outcomes and performance criteria in this unit standard must be in accordance with:

- a legislation;
- b organisational requirements;
- c accredited laboratory requirements;
- d AS/NZS 4308:2008 *Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine*; and
- e industry practice.

Outcomes and performance criteria

Outcome 1

Prepare donor for urine specimen collection at point of collection.

Performance criteria

1.1 Prepare the environment for urine specimen collection.

Range may include but is not limited to – adequate privacy, hygiene requirements.

1.2 Prepare the equipment for urine specimen collection.

Range may include but is not limited to – laboratory collection kits, chain-of-custody forms, integrity tests.

1.3 Prepare the donor for urine specimen collection.

Range may include but is not limited to – communicate process of urine collection for drug testing, ensure written informed consent is signed.

Outcome 2

Collect and dispatch donor's urine specimen for drug testing.

Performance criteria

2.1 Collect donor's urine specimen in accordance with recommended health and safety precautions.

2.2 Record and confirm donor details prior to collection.

Range may include but is not limited to – unequivocal donor identification, two identifiers unique to the donor, voluntary information about medications.

2.3 Collect specimen from the donor.

Range sufficient volume to split into at least two samples.

2.4 Check and record integrity of specimen and other details on chain-of-custody documents.

Range other details may include but are not limited to – date, time of collection, temperature, colour, creatinine (measure of concentration).

2.5 Prepare specimen for dispatch to laboratory.

Range preparation includes but is not limited to – split into at least two samples, seal, donor and collector signatures or initials (where required).

2.6 Secure and dispatch sealed samples to laboratory for testing.

Planned review date	31 December 2023
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	12 December 2008	31 December 2021
Rollover and Revision	2	22 May 2014	31 December 2021
Review	3	28 March 2019	N/A

Consent and Moderation Requirements (CMR) reference	0121
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.