State of South Carolina
Scheduling an After Hours and Post-Accident Drug Test

Call: 1 (800) 421-3674 (After Hours/Emergency)

1. Call the After Hours/Post Accident service agency. The service coordinator will answer the phone and request that the caller provide the following information:
   - Identify company name
   - Provide EMSI account number - 282700327
   - Provide your name
   - Provide a telephone number with area code where you can be reached
   - Reason for your call (i.e., post-accident situation, reasonable cause, etc.)
   - City and State where the incident occurred

2. The Service Agency Coordinator will then ask for more detailed information as follows:
   - Nature of the request
   - Number of individuals to be tested
   - Location of incident and location of testing
   - Services to be performed (drug screen, alcohol screen, DOT or non-DOT)
   - Availability of appropriate collection supplies (provide the lab account number as well if you have chain of custody on hand)
   - Additional contact names and phone numbers

3. The Service Agency Coordinator will contact the appropriate facility and arrange to have one of our Technicians go to the collection site. At that time, the Service Agency Coordinator will provide the caller with an estimated time of arrival.

4. In the event of an on-site collection, the caller is responsible for providing Service Agency Coordinator with a designated location meeting the following criteria:
   - Restroom facilities with separate toilet and running water (with restriction capabilities) during the course of collection.
   - A facility with an available electrical outlet.
   - A telephone for notification purposes should positive breath alcohol test results occur.
   - The facility management must be in agreement to utilize the facility for the purpose of specimen collection and/or breath alcohol testing. You will need to obtain permission from the facility for the collector to be able to conduct the testing requested and let the service agency know if permission is granted or not. For example, if your candidate is in the hospital you will need to obtain permission from the facility for the collector to come in and perform the collection or breath alcohol test on the candidate.

The Service Agency and Collector will be NOT be able to provide the following:

   - “Roadside” testing is not permitted. Only facilities with the above listed requirements are acceptable.
   - Donor transportation (either in a service agency staff persons’ vehicle, or ride with a donor in their own personal vehicle)
   - Perform services at roadside “rest areas,” or any other facility at which the safety of service agency personnel is perceived to be in jeopardy.

Important Note:

   - Any emergency services occurring during normal business hours, 8:00 am - 5:00 pm Monday through Friday, may be completed as an in-office emergency collection at the closest facility.
   - All emergency services occurring after 5:00 pm and before 8:00 am and all weekend services are performed on a mobile basis.