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OFFICE OF MANAGEMENT AND FINANCE

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## HUMAN RESOURCES MEMORANDUM NO. 2013-008

**TO:** Lt. Governor, Deputy Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers, and Directors

**FROM:** Rikki Nicole David, SPHR <sup>(RND)</sup>  
Human Resources Director

**SUBJECT:** New Drug Screen Vendor

**DATE:** January 29, 2013

Effective February 1, 2013, RN Expertise will be the new vendor for all new hire and employee drug screenings for OLG/DCRT. The Human Resources Division will be forwarding new chain of custody forms to all sites as soon as they become available. **Hiring authorities are advised that the old Kroll/Aleure forms will no longer be accepted after this date.**

All Labcorp facilities are considered to be in the RN Expertise network as approved specimen collection sites. In order to locate the nearest Labcorp facility to your worksite, please complete the following:

1. Go to [www.labcorp.com](http://www.labcorp.com)
2. Under "I am a Patient," click "Find a Lab"
3. Enter your address and desired radius
4. Under "Select the testing service you require," select "Occupational urine drug screen collections"
5. Click "Search"

Thank you for your patience during this transition. If you have any questions, please do not hesitate to contact Alex Pace at (225) 342-0880 or [apace@crt.la.gov](mailto:apace@crt.la.gov).

RND:ap  
c: Personnel Liaisons

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