Workplace Drug and Alcohol Checklist

☐ ODH-912 filled out completely.

☐ Names and qualifications of all technical staff.

☐ Director qualifications (drug screening/testing). Only needed if doing confirmation.

☐ BAT certificates (alcohol screening/testing).

☐ Results of most recent satisfactory performance in proficiency testing (must be at least >=80%).

☐ Name and address of testing facility(ies) utilized for confirmation testing (unless they do their own confirmation).

☐ $150 renewal fee receipt.

☐ The Entity and/or DBA names are registered and match the Oklahoma Secretary of State website.