


Applicant Drug Test Scheduling Overview


1. The applicant will receive an email from automation@instascreen.net and/or a text message . See the body of the email below (the example applicant's name is 'Hank Mess').



You have a drug test that needs to be scheduled. Please [schedule your drug test](#) for before Mar 30, 2021 11:59 PM Central Daylight Time.

NOTE -- If you have any problems with the applicant link above, please copy and paste the following text into your browser's address field: <https://i3screen.net/order/index.php?Token=2021032317468&UserID=ameriwidescreenersllc&ProcessID=2021032317468&Hash=ca6cb50beec0629b01d544e6287d7743>

2. After clicking on the link in the email, a welcome screen should be presented to them in their web browser.



Greetings, HANK MESS. Your employer has requested you complete a pre-employment screen. This is time-sensitive, and you're required to visit a collection site of your choosing by:

Tuesday, March 30th, 2021

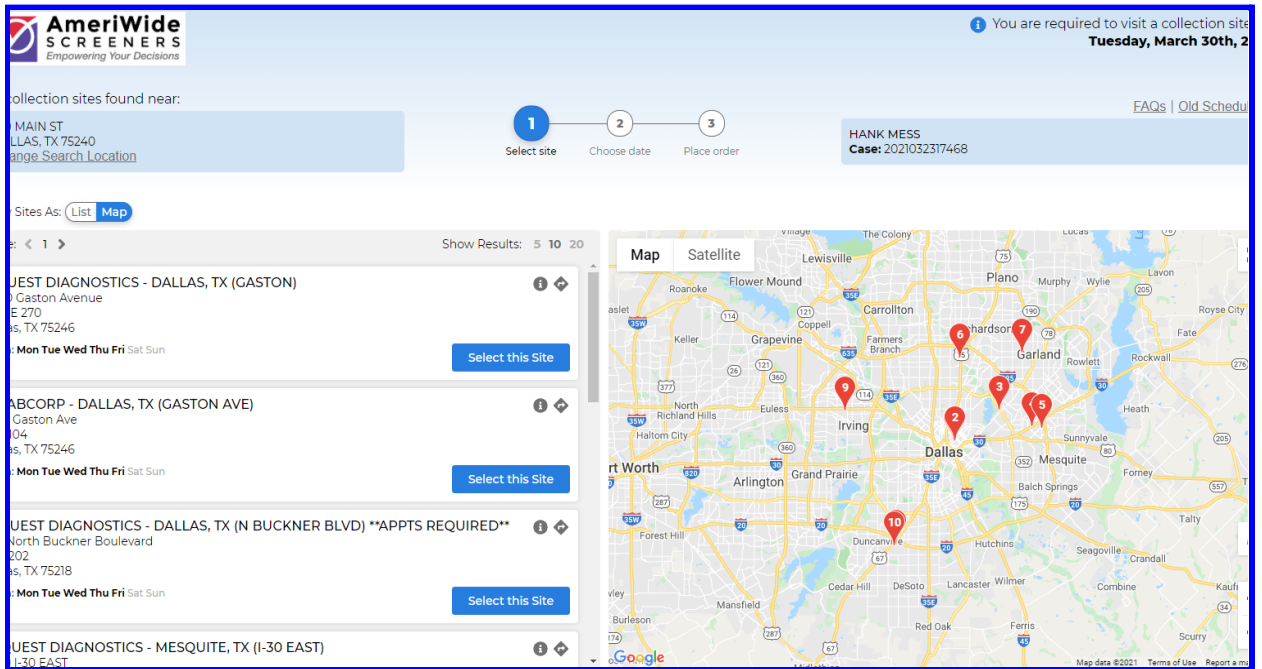
There are three simple steps to accomplish:

1. Select a collection site convenient to you
2. Choose a collection date
3. Place your order

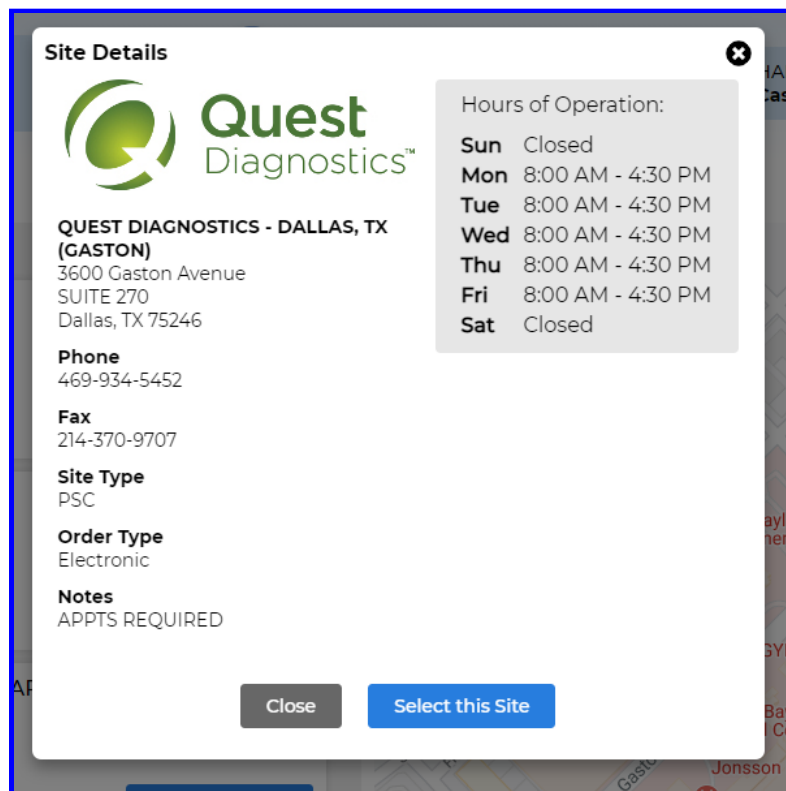
[I'm ready to begin](#)

Applicant Drug Test Scheduling Overview

- They will be presented with nearby collection sites of which they can choose.



- When choosing a collection site, the below pop-up will display giving the contact information, address, hours, and other pertinent information about the site.



Applicant Drug Test Scheduling Overview

- After selecting the site, the applicant will be presented with a screen to select a date for their drug test. (**Most sites do not require an appointment and the drug test can be taken at any point up to the expiration date.**)

The screenshot shows the AmeriWide Screensers scheduling interface. At the top left is the logo and tagline "Empowering Your Decisions". A notification at the top right states "You are required to visit a collection site by Tuesday, March 30th, 2021". A progress bar indicates three steps: 1. Select site, 2. Choose date (current step), and 3. Place order. The user's name "HANK MESS" and case number "2021032317468" are displayed. The selected site is "QUEST DIAGNOSTICS - DALLAS, TX (GASTON)" with address "3600 Gaston Avenue, SUITE 270, Dallas, TX 75246". A "Hours of Operation" table is shown on the left. A calendar for March 2021 is in the center, with the 23rd selected. A "Selected Day:" section on the right provides instructions and a note: "Note: Most sites do not require appointments and you can go on any day up to the testing deadline." At the bottom, there is a button "This is a good day for me" and a link "Or, Pick another site".

Day	Hours of Operation
Sun	Closed
Mon	8:00 AM - 4:30 PM
Tue	8:00 AM - 4:30 PM
Wed	8:00 AM - 4:30 PM
Thu	8:00 AM - 4:30 PM
Fri	8:00 AM - 4:30 PM
Sat	Closed


Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

- After selecting the date, a screen confirming the order will be displayed. If anything displayed on this screen is incorrect, the applicant has the option to go back to previous screens.

The screenshot shows the AmeriWide Screensers order confirmation screen. The progress bar now shows step 3, "Place order", as the current step. The heading "You're Almost Done!" is displayed. The "Your order:" section lists: "HANK MESS", "Case: 2021032317468", "Reason: PRE-EMPLOYMENT", "Location: QUEST DIAGNOSTICS - DALLAS, TX (GASTON)", "3600 Gaston Avenue, SUITE 270, Dallas, TX 75246", "Phone: 469-934-5452", and "Date: Thursday, March 25th, 2021". The "Remember:" section includes: "Most collection sites do not require appointments", "Call the collection site prior to arrival to confirm their service hours", and "Provide adequate time to test during these hours as they may be busy". A note states: "Once you place your order, a link to your Donor Pass will be displayed. If you're on a mobile device that doesn't support PDFs, it will also be emailed to you. **It's very important you bring your Donor Pass with you to the collection site.**" At the bottom, there is a "Place My Order" button and a link "Or, Choose another date".

Applicant Drug Test Scheduling Overview

- Once the order has been confirmed, a web page will display a link for the 'donor passport' which must be presented at the collection site by the applicant.

1 — 2 — 

Select site Choose date Place order




Your Order was Successfully Placed

Once again, It's very important you bring your Donor Pass with you to the collection site. You can view it using the link below; it has also been emailed to you.

[View Your Donor Pass](#)

Didn't get your Donor Pass email? [Click here to resend](#)

- Here is a sample donor passport. The applicant can save this PDF to their phone or print it so that they can bring it to the collection site.

	ORDER CONFIRMATION																																	
PLEASE TAKE THIS PAGE WITH YOU TO THE SPECIMEN COLLECTION SITE. YOU WILL BE REQUIRED TO PRESENT A GOVERNMENT ISSUED PHOTO ID.																																		
If you are not able to print this, <u>make sure to</u> record the following order / registration number and <u>bring it</u> with you to your selected collection site.																																		
Your order / registration will expire on March 30, 2021, at 9:59 PM.																																		
TEST / SERVICES INFORMATION:																																		
Service: URINE NONDOT	Panel Code: 35105N																																	
Account Number: 10711726	DOT Agency: NOT APPLICABLE																																	
Order Number: 52091988	Test Reason: PRE-EMPLOYMENT																																	
Lab Name: Quest Diagnostics																																		
COLLECTION SITE:																																		
PLEASE CALL THE COLLECTION SITE TO CONFIRM OPERATIONAL HOURS. ARRIVE ONE HOUR BEFORE CLOSING TIME TO ENSURE TESTING CAN BE COMPLETED.																																		
QUEST DIAGNOSTICS - DALLAS, TX 3600 Gaston Avenue SUITE 270 Dallas, TX 75246 PH: 469-934-5452 FX: 214-370-9707	<table border="1"><thead><tr><th></th><th>Sunday</th><th>Monday</th><th>Tuesday</th><th>Wednesday</th><th>Thursday</th><th>Friday</th><th>Saturday</th></tr></thead><tbody><tr><td>Open</td><td>Closed</td><td>8:00 AM</td><td>8:00 AM</td><td>8:00 AM</td><td>8:00 AM</td><td>8:00 AM</td><td>Closed</td></tr><tr><td>Close</td><td></td><td>4:30 PM</td><td>4:30 PM</td><td>4:30 PM</td><td>4:30 PM</td><td>4:30 PM</td><td></td></tr><tr><td>Lunch</td><td>Closed</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Open</td><td>Closed</td></tr></tbody></table>		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Open	Closed	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	Closed	Close		4:30 PM	4:30 PM	4:30 PM	4:30 PM	4:30 PM		Lunch	Closed	Open	Open	Open	Open	Open	Closed	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																											
Open	Closed	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	Closed																											
Close		4:30 PM	4:30 PM	4:30 PM	4:30 PM	4:30 PM																												
Lunch	Closed	Open	Open	Open	Open	Open	Closed																											
NOTES: APPTS REQUIRED																																		
DONOR / PARTICIPANT INFORMATION:																																		
HANK MESS - ****6789																																		
CLIENT / EMPLOYER INFORMATION:																																		
AMERIWIDE SCREENERS LLC AMERIWIDE SCREENERS LLC COLIN LITTLE 4851 Keller Springs Road #206 Addison, TX 75001 Phone: 972-528-5233 Ext 300 Account #: 10711726																																		
MRO INFORMATION:																																		
9501 NORTHFIELD BLVD DENVER, CO 80238 Phone: 877-585-7366 Fax: 855-253-5666																																		