



Welcome to the Ozark Foothills Industrial Medicine Clinic

Drug and Alcohol Testing Consortium

Ozark Foothills Industrial Medicine Clinic (OFIMC) serves as a Third-Party Administrator (TPA) and runs a Random Testing Consortium for small and medium-sized companies. Our services reduce the stress of a post-accident, help you stay compliant with random drug screens, and ease the hassle of screening your new applicants. With the convenience of a phone call, fax, or email collection site staff will provide you with the services you need when you need them.

As your Third-Party Administrator, we help keep your DOT-regulated company in compliance and current DOT rules and regulations. For your non-DOT regulated employees, we can help you stay compliant with your Drug-Free Workplace Policy.

Ozark Foothills Industrial Medicine Clinic (OFIMC) uses one of the most advanced drug testing software on the market. TATSoftApps Drug Testing Software will automatically randomly select drivers quarterly to ensure we hit your required percentages. The entire list of drivers is scrambled every month to ensure that the list is in a different order at the time of randomization so that all drivers have an equal chance of being selected.

Hours of Operation

Services provided by OFIMC are available during regular business hours 7:00 AM to 5:00 PM Monday through Thursday and 7:00 AM to 1:00 PM on Friday.

Procedure for Managing Random Drug/Alcohol Screens

Please assign a Designated Employer Representative (DER) to communicate with OFIMC. Please fill out a copy of the DOT Service Agreement (2025) provided in this packet and Fax (573-778-9358), Email elizabethc@tinsleymedical.com or Mail (3019 Fair St, Poplar Bluff, MO 63901).

The Federal Highway Administration sets the minimum annual percentage rate for random controlled substance testing at fifty percent (50%) of the average number of drivers, effective January 1, 2023. The minimum annual percentage rate for random alcohol testing is at 10 percent (10%). Each quarter two alternates will also be selected in the event a driver is unavailable for screening.

OFIMC will manage the selection of drivers for random drug screening. Your company will be required to keep the clinic supplied with an up-to-date list of all drivers at the beginning of every quarter (January 1st, April 1st, July 1st and October 1st). It is extremely important to continually inform us of any removals or additions to the list. **All new hires must have a negative DOT drug screen prior to putting he/she in a safety-sensitive position.**

Once the numbers are drawn, the list of drivers who were selected will be faxed, called and/or emailed to your company DER. The DER will be given a reasonable timeframe to notify the selected driver. **Once the driver is notified by the DER he/she is to report immediately to Ozark Foothills Industrial Medicine Clinic at 3019 Fair Street, Poplar Bluff, MO for drug/alcohol screening. Once the driver/employee is notified from their DER they cannot perform a safety-sensitive function, as defined by DOT, until the collection is completed. Additionally, alcohol testing should only be performed just before, during, or immediately after, a safety-sensitive function.** Once the driver arrives, the standard collection procedures for DOT drug/alcohol testing will be followed. You may request a copy of those guidelines from the clinic or obtain them from the DOT website.

If your driver is unable to come to our office within the required DOT time limit, please call our office. Our staff will find the closest collection site and set it all up for you (an additional charge will apply for E-Pass).

Fees and Services

2023 Services	DOT Account	Included
Consortium Enrollment Fee	\$ 100.00	<ul style="list-style-type: none"> Random Consortium Enrollment Certification Random, Pre-Employment, and Post Accident Drug Test MRO Services Annual Statistical Tracking & Reporting
Price per Drug Test	\$ 55.00	
Price per Breath Alcohol Test	\$ 45.00	
Price per Breath Alcohol Confirmation	\$ 55.00	
2023 Services	Drug Clearing House Account	Included
Clearinghouse Services Owner/Operator	\$ 100.00	<ul style="list-style-type: none"> Ozark Foothills Industrial Medicine Clinic will be your C/TPA. (Owner-operators are required to utilize the services for their Clearinghouse responsibilities. Unlimited consultation for all Clearinghouse matters Report required queries and violations.
Clearinghouse Services Companies with up to 25 drivers	\$ 200.00	<ul style="list-style-type: none"> Ozark Foothills Industrial Medicine Clinic will be your C/TPA. Unlimited Consultation up to 25 drivers Required Annual Queries up to 25 drivers. Violation reporting up to 25 employees
Note: Employers are required to have all drivers sign a Full and Limited Consent form within the first quarter. Without proper consent Ozark Foothills will be unable to keep your company in compliance.		
		Initial Here: <input style="width: 150px;" type="text"/>

Payment is due within ten (10) days from receipt of the invoice. OFIMC may assess a \$30.00 late charge on invoices that are past due for more than 60 days.

For each drug screen not completed by the deadline date DER will be dropped from the consortium for non-compliance and will be required to pay the yearly enrollment fee (see above) to be added back into the consortium.

A mandatory fee of \$25.00 may be assessed for any record retrieval of drug screens from the previous calendar year.

The results will be forwarded to your office in a timely manner after they are received by the clinic. All positive results must be reviewed by the Medical Review Officer (MRO) #070617116. A driver interview must be conducted, and all pertinent medical/prescription information will be obtained. At that time, the MRO will make a decision to determine if the test is positive or negative. The result of the test will then be sent to your office. All positive results must be reported to the DOT. A charge will be incurred for the MRO interviews as follows:

Level 1 (Limited) - \$48.00

Level 2 (Extended) - \$ 70.00

Level 3 (Comprehensive) - \$ 98.00

For any questions or comments please contact Ozark Foothills Industrial Medicine Clinic at 573-778-9300 or email Elizabeth Colclasure (elizabethc@tinsleymedical.com)

By my signature, I acknowledge that I have read, understand, and agree to the policies, procedures and pricing defined in this welcome packet that I received.

Please Print Name: _____

Employer Signature: _____ Date: _____