



COLLECTION SITE INSTRUCTIONS

Candidate/Employee Name Cameron Stark Date 4/22/2019
Position Applied for Technology Co-Op
Printed Name of Person Requestor
Requesting Testing Bianca Teague Phone 312-915-5183

American Airlines (AA) has sent this donor to you for testing. AA does not conduct pre-employment alcohol testing. If the donor did not bring an AA Custody and Control Form (CCF) with them, please follow the directions below for electronic CCF (eCCF).

Dedicated AA collection site, please use the appropriate AA CCF. Please note: The Company (Non-Federal) Drug Testing Custody and Control Form's appearance is very similar to a federal form. The Client Name on top of the form should read: AMR.COMP.xxx.

If able to use electronic CCF (eCCF):

- Use FormFox and CRL (Clinical Reference Laboratory) as the lab
- AA's Account for Company testing with CRL is AMR.COMP.xxx
- AA's Account for federal testing with CRL is AMR.AA.xxx
- xxx = the 3 letter airport code of the nearest large airport to your location; there is a dot {.} between each of the 'words' - If you do not know the closest airport 3 letter code, please use HDQ.

- Please see the information marked below to direct you on the type and reason for the testing.

Test Type

☐ Federal / DOT Test

☒ Company / Non-DOT Test

☐ Urine Drug Screen

☐ Breath Alcohol Test

Test Reason

☒ Pre-Employment

☐ Return To Duty

☐ Follow-Up

☐ Random

☐ Reasonable Cause / Suspicion

☐ Post-Accident

- MRO Copy can be emailed to mroair@wfqa.com or faxed to 385-549-8714
MRO: Paul Teynor MD
WorkforceQA/CSS
1430 S. Main St.
Salt Lake City, UT 84115
PH: 801-503-3493 Fax: 385-549-8714
- Fax immediately the Employer Copy CCF and then mail original CCF and any other necessary documents to:
American Airlines, Inc. Bridget Kerchner, DER
Drug & Alcohol Program Office: 817-967-9286
4333 Amon Carter Blvd, MD 5187 Cell: 817-729-4247

FT Worth TX 76155
FAX: 817-967-9290

Liz Scarim, Specialist
Office: 817-967-9692
Cell: 817-705-0484

American Airlines company testing procedures follow the DOT regulation protocols for insufficient amount, temperature out of range, and other irregularities in the specimen collection process. If you have any questions, please call one of the American Airlines' contacts above.