



Nationwide provider of Drug and Alcohol Testing Services.

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## Drug and Alcohol Testing Services

**Department of Health and Human Resources (“DHHR”)  
Request For Quotation (RFQ): CRFQ HHR1700000003**

**Subject: Drug and Alcohol Testing Services**

Dear Ms. Battle,

Mega Protect Services LLC, d/b/a Mega Lab services (MLS) is pleased to participate in your Request to Quotation for the Department of Health and Human Resources (“DHHR”) drug and alcohol testing services for select pre-employment and for reasonable suspicion/cause, post-accident , and return-to-duty/follow-up, as needed and requested by its agencies.

Mega Lab Services, a nationwide provider of DOT-regulated and Non-DOT regulated drug/alcohol testing, DNA testing, and background Check services has been implementing analytical laboratory solutions using its core organizational values to assisting government agencies, businesses, sport organizations, schools, and private individuals to achieving their objectives on implementing and executing their drug, alcohol, and DNA testing programs.

Mega Lab services (MLS) partners with SAMHSA certified, Laboratory Corporation of America (LabCorp) for your drug and alcohol testing services.

**We have a network of over Three hundred and Fifty (350) DOT/Non-DOT certified sample collectors and Breath Alcohol Technicians (BAT) across the State of West Virginia.**

Mega Lab Services DOT-regulated Drug and Alcohol Testing Services are in accordance with U.S Department of Transportation (DOT) 49 CFR Part 40, Federal laws, State of West Virginia laws, SAMHSA regulations, and Department of Health and Human Services (DHHS).

*\*We are customer service-oriented and will settle for nothing less than extraordinary results for the Department of Health and Human Resources (“DHHR”)\**

As the primary point of contact, should you have any questions, please contact me:

Respectfully,

Jeff Ola

Mega Lab Services

Direct: (571) 466-8455

Office: (866) 261-7129

business@megalabservices.com

10/19/16 14:44:04  
WV Purchasing Division

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

**MANDATE:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Mega Lab Services

Authorized Signature: [Signature] Date: 10/10/2016

State of VIRGINIA

County of PRINCE WILLIAM, to-wit:

Taken, subscribed, and sworn to before me this 10 day of October, 2016.

My Commission expires August 31, 2017.

**AFFIX SEAL HERE**



**NOTARY PUBLIC** Syed Moinul Hasan

# State of West Virginia

## VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code, §5A-3-37**. (Does not apply to construction contracts). **West Virginia Code, §5A-3-37**, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification;  
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,

2. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

3. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,

4. **Application is made for 5% vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,

5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,

6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: MEGA LAB SERVICES

Signed: \_\_\_\_\_

Date: 10/10/2016

Title: CEO

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

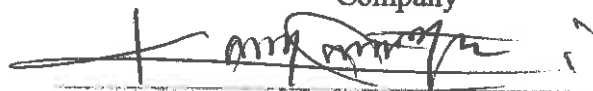
(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

**MEGA LAB SERVICES**

\_\_\_\_\_  
Company



\_\_\_\_\_  
Authorized Signature

10/16/2016

\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.

**Bid Schedule**

Any anticipated travel must be incorporated into the vendor's fee. No travel will be reimbursed by the State and is the sole responsibility of the vendor.

Vendor must include the cost of a certified Medical Review Officer (MRO) in the per test cost.

The vendor's quotation must include bids for the following information as outlined:

Service	Qty	Unit	Cost	Extension
1.1 A Pre-employment Drug Screening	765	tests	105	80325
1.1 B Reasonable Suspicion Drug Screening	185	tests	105	19425
1.2 A Pre-employment Alcohol Testing	765	tests	48	36720
1.2 B Reasonable Suspicion Alcohol Testing	185	tests	48	8880
4.1.1.17.1 Collection Expert Testimony	10	hours	10	100
4.1.1.17.2 Laboratory Expert Testimony	10	hours	30	300
4.1.1.17.3 MRO Expert Testimony	10	hours	30	300
4.1.1.17.4 Collection Expert Testimony at Deposition	10	hours	10	100
4.1.1.17.5 Laboratory Expert Testimony at Deposition	10	hours	30	300
4.1.1.17.6 MRO Expert Testimony at Deposition	10	hours	30	300
<b>Total Bid</b>				<b>146750</b>

**CONTACT INFORMATION**

Vendor Name: MEGA LAB SERVICES

Vendor Address: 14142 MINNIEVILLE ROAD, SUITE 204, WOODBRIDGE, VA 22193

Vendor Contact Name: MICHAEL OLATUNJI

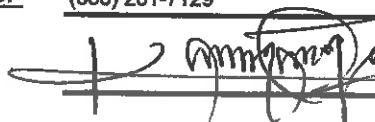
Vendor Phone Number: (571) 285-1857

Vendor Fax Number: (703)986-3139

Vendor Email Address: BUSINESS@MEGALABSERIVCES.COM

24-Hr Phone Number for Callback Services: (866) 261-7129

Signature of Authorized Vendor Agent:



Date: 10/10/2016

## On-Site Drug and Alcohol Testing

### (At each of your locations listed in your RFQ Specifications)

Our network of certified DOT/Non-DOT urine specimen collectors and Breath Alcohol Technician (BAT) are available twenty four (24) hours per day, seven (7) days per week to provide scheduled and un-scheduled drug and alcohol testing on-site, at your all of DHHR locations listed in Specifications, and at all DHHR alternate locations. Our 24/7 on-site drug and alcohol testing methodology provides your employees and new hires with the convenience of submitting their urine samples for drug and alcohol tests, at your location, provided there is a restroom at that facility. This decreases your employees down time and increases productivity.

The Port of Seattle will benefit economically and increase productivity from the adaptation of an on-site testing methodology for your craft workers' random testing, post-accident testing, and reasonable suspicion testing.

- ***Our network of certified on-site DOT/Non-DOT collectors and Breath Alcohol Technicians (BAT) are conveniently located in Seattle, WA and fully equipped to perform your drug and alcohol testing, twenty four (24) hours per day, seven (7) days per week, holidays included.***
- ***Mega Lab Services (MLS) will assign a dedicated on-site collector to provide drug and alcohol testing at each of your locations listed in your Request for Quotation, and at alternate locations, if needed. Your assigned dedicated collector will be fully equipped and ready to provide drug and alcohol testing at any alternate location, twenty four (24) hours per day, seven (7) days per week, holidays included.***
- ***Mega Lab Services (MLS) will supply all equipment, collection supplies, and materials for your on-site drug and alcohol testing, at all locations listed in your specifications.***

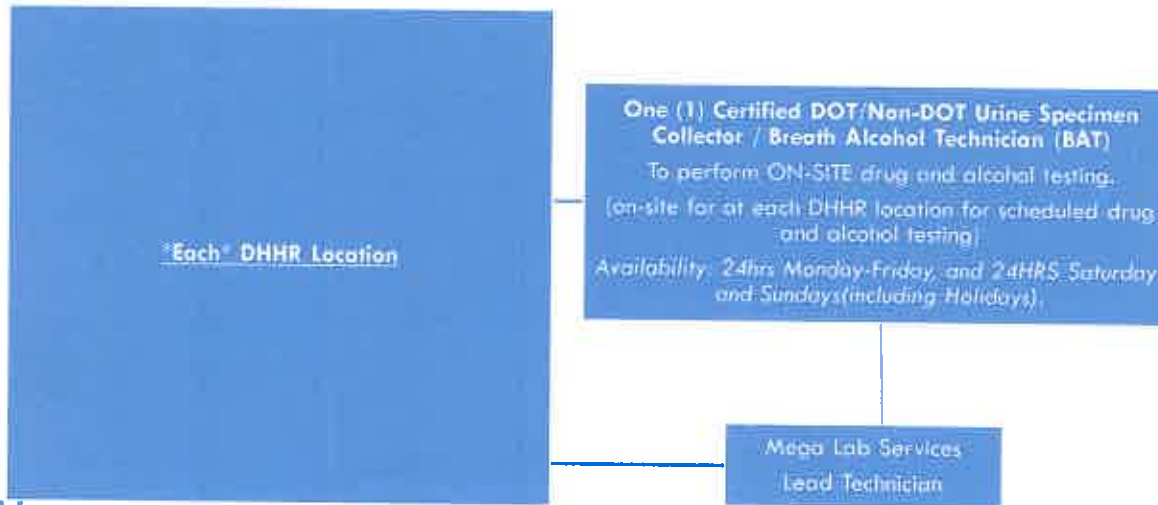
*Please see the chart below for our on-site drug and alcohol testing methodology for DHHR:*



# (ON-SITE) COLLECTION METHODOLOGY

For  
DHHR  
Drug and Alcohol  
Testing.

(for Pre-employment, Reasonable  
Suspicion, and Post-Accident)



\*Each DHHR Location will be assigned One (1) certified DOT/Non-DOT Urine Specimen Collector and BAT, available 24hrs/365 to perform your scheduled on-site drug and alcohol testing at designated location.\*

## **Drug and Alcohol Testing Supplies:**

### **For DHHR's on-site drug & alcohol testing services.**

Mega Lab services will provide our on-site certified DOT/Non-DOT urine specimen collectors and Breath Alcohol Technicians (BAT) all necessary supplies for your employee's urine sample collection, alcohol testing, lab-based drug testing, packaging, and pre-paid shipping labels of the DHHR's drug and alcohol testing services.

These supplies will be used by us to collect, test, and package your employees urine samples, and have them transported to our partner SAMHSA certified Laboratory (LabCorp) located at Research Triangle Park, North Carolina, for analysis of 10-panel drug test which includes Amphetamines, Cannabinoids (THC), Cocaine, Opiates, Phencyclidine (PCP), Propoxyphene, Methadone, Barbiturates, Benzodiazepines, and Methaqualone. Our partner SAMHSA certified Laboratory (LabCorp) will test all drugs under the specified screening/confirmation thresholds as regulated by the Federal law, State of West Virginia Law, and the Department of Health and Human Resources (DHHR) drug and alcohol testing policies.

**The cost of materials is included in the overall cost of the bid.**

MLS will provide the Department with all necessary supplies, and service personnel for the drug and alcohol testing of your employees. These supplies includes, but not limited to:

- A dedicated certified DOT/Non-DOT urine specimen collector and Breath Alcohol Technician (BAT) for each DHHR location, available 24 hours/ 365 days to perform your drug and testing services.
- Lab based drug testing in regulations with Federal law, and WA state law, and the Department of Health and Human Resources drug and alcohol testing program.
- Split sample collection kit: This includes 60 ML urine collection cup with temperature strip, two flying arrow 30 ML Vials and one bio-bag.
- Customized Chain of Custody Forms (CCF) for DHHR.
- Urine sample Collection Cup with Temperature Strip and screw cap.
- FEDEX Laboratory clinical plastic and safety bags.
- Pre-paid Overnight Airway Labels by FedEx (delivered to our Laboratory within 12hrs).
- Gloves, lab coats.
- Bluing Agent and Applicator bottles (for collection site restroom toilet bowl)
- Tapes to secure your restroom water sources during urine collection
- Urine Specimen storage box.
- Breathalyzers

*(In reference, please see \*some\* our DHHR on-site drug and alcohol testing supplies utilized by our on-site certified DOT/Non-DOT urine specimen collectors and Breath Alcohol Technicians (BAT))*



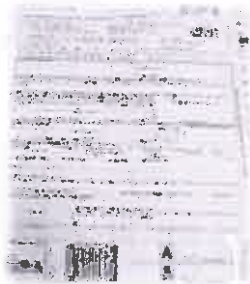


# MLS MATERIALS

FOR:  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES (“DHHR”)  
ON-SITE  
DRUG AND ALCOHOL TESTING SERVICES INCLUDES, BUT NOT LIMITED TO:



Single & Split Specimen Collection Kits, with Temperature Strip and Biohazard Packing bag (Front and Back View)



Customized Chain of Custody Forms (CCF) for DHHR County



Biohazard Urine Specimen Storage Box



Urine Specimen Collection Cup With Temperature Strip and SCREW CAP. (Front and Back View)



Pre-Paid FedEx Express Clinical Paks (For overnight Shipping and delivery within 12hrs to our laboratory)



Lab Coats



Bluing Agent and Applicator bottles (for your restroom toilet bowl)



Gloves



Tapes to secure your restroom water sources during urine collection

## **Transportation of Specimen to Laboratory:**

Mega Lab services will safely and securely transport all urine samples collected from craft workers. Collected craft worker samples will be transported in secure laboratory Pak / specimen plastic bags with overnight delivery prepaid shipping labels via FEDEX to our affiliate laboratory, LabCorp.

Mega Lab Services will ensure timely overnight delivery by tracking all packages shipped to our affiliate Laboratory (LabCorp.)

## **MLS Laboratory Services:**

### ***Laboratory Corporation of America (LabCorp Inc.)***

Mega Lab Services partners with SAMHSA and CLIA certified laboratory; Laboratory Corporation of America (LabCorp) in providing the most accurate drug testing analysis and results. LabCorp, a SAMHSA certified laboratory is fully equipped and capable of analyzing urine samples in accordance with DOT 49 CFR PART 40, Federal, WA State laws, and DHHR.

DHHR employees urine samples will be transported to, and tested at our partner Lab Corp's SAMHSA and CLIA certified laboratory located at:

1904 TW Alexandria Drive

Research Triangle Park, NC 27709

Phone: 919-572-6900 / 800-833-6339

Our partner Laboratory (LabCorp) will perform drug analysis of all urine samples, and will provide storage of all DHHR employees samples in accordance with Department of Health and Human Services (DHHS), Federal, State of West Virginia, and DHHR drug and alcohol testing regulations through Substance Abuse and Mental Health Services Administration (SAMHSA) certified laboratory. A confirmatory test will be performed on all positive screens using gas chromatography / mass spectrometry technology.

*(In reference, please see below of our partner Laboratory (LabCorp) CLIA, SAMHSA, and CAP certifications)*

# Certificate of Accreditation



The Substance Abuse and Mental Health  
Services Administration  
*certifies that*

## Laboratory Corporation of America Holdings

Research Triangle Park, NC  
NLCP Laboratory Number: 0077

has successfully completed the requirements  
of the National Laboratory Certification Program for urine laboratories in accordance  
with the Mandatory Guidelines for Federal Workplace Drug Testing Programs.

*Effective December 7, 1988*

A handwritten signature in cursive script, appearing to read 'Pamela S. Hyde'.

Pamela S. Hyde, J.D.  
Administrator  
Substance Abuse and Mental Health Services Administration



A handwritten signature in cursive script, appearing to read 'Frances M. Harding'.

Frances M. Harding  
Director  
Center for Substance Abuse Prevention

**CENTERS FOR MEDICARE & MEDICAID SERVICES  
CLINICAL LABORATORY IMPROVEMENT AMENDMENTS**

**CERTIFICATE OF ACCREDITATION**

**LABORATORY NAME AND ADDRESS**  
LABCORP OF AMERICA HOLDINGS  
1912 ALEXANDER DRIVE  
RESEARCH TRIANGLE PARK, NC 27709

**CLIA ID NUMBER**  
34D0655205

**LABORATORY DIRECTOR**

**EFFECTIVE DATE**

02/09/2015

**EXPIRATION DATE**

**ARUNDHATI P CHATTERJEE MD**

02/08/2017

Pursuant to Section 353 of the Public Health Services Act (42 U.S.C. 263a) as revised by the Clinical Laboratory Improvement Amendments (CLIA), the above named laboratory located at the address shown hereon (and other approved locations) may accept human specimens for the purposes of performing laboratory examinations or procedures.

This certificate shall be valid until the expiration date above, but is subject to revocation, suspension, limitation, or other sanctions for violation of the Act or the regulations promulgated thereunder.



Karen W. Dyer, Acting Director  
Division of Laboratory Services  
Survey and Certification Group  
Center for Clinical Standards and Quality

221 Certs2\_011315

If you currently hold a Certificate of Compliance or Certificate of Accreditation, below is a list of the laboratory specialties/subspecialties you are certified to perform and their effective date:

<u>LAB CERTIFICATION (CODE)</u>	<u>EFFECTIVE DATE</u>	<u>LAB CERTIFICATION (CODE)</u>	<u>EFFECTIVE DATE</u>
GENERAL IMMUNOLOGY (220)	01/25/2006		
ROUTINE CHEMISTRY (310)	01/30/2002		
ENDOCRINOLOGY (330)	11/15/2002		
HEMATOLOGY (400)	05/22/2009		
HISTOPATHOLOGY (610)	08/25/1995		
CYTOLOGY (630)	02/03/2010		
CYTOGENETICS (900)	08/25/1995		

FOR MORE INFORMATION ABOUT CLIA, VISIT OUR WEBSITE AT [WWW.CMS.GOV/CLIA](http://WWW.CMS.GOV/CLIA)  
OR CONTACT YOUR LOCAL STATE AGENCY. PLEASE SEE THE REVERSE FOR  
YOUR STATE AGENCY'S ADDRESS AND PHONE NUMBER.  
PLEASE CONTACT YOUR STATE AGENCY FOR ANY CHANGES TO YOUR CURRENT CERTIFICATE.



*Advancing Excellence*

**Accredited  
Laboratory**



# The College of American Pathologists

*certifies that the laboratory named below*

***Laboratory Corporation of America  
Center for Molecular Biology and Pathology  
Durham, North Carolina  
Arundhati Chatterjee, MD***

LAP Number: 3710101

AU-ID: 1190052

CLIA Number: 34D0655205

*has met all applicable standards for accreditation and  
is hereby accredited by the College of American Pathologists'  
Laboratory Accreditation Program. Reinspection should occur prior  
to May 24, 2016 to maintain accreditation.*

Accreditation does not automatically survive a change in director, ownership,  
or location and assumes that all interim requirements are met.

*RMScaulan*

Chair, Commission on Laboratory Accreditation

*James S. ... FCP*

President, College of American Pathologists



Nationwide provider of Drug and Alcohol Testing Services.

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## **MLS Medical Review Officer (MRO) Services:**

**Donald Freedman, M.D.**

Mega Lab Services will make available the services of our excellent and qualified Medical Review Officer, Donald Freedman, M.D.

Dr. Donald Freedman has continuously demonstrated a proven record of experience in providing MRO services.

Dr. Donald Freedman received his medical degree from Medical College of Georgia School of Medicine in 1974 and has been in practice for more than 35 years.

He works directly with Mega Lab Services and also performs MRO services for our partner lab, Laboratory Corporation of America (LabCorp).

Dr. Donald Freedman performs all reviewing of positive results of your employee's urine drug test, in accordance with SAHMSA, U.S DOT 49 CRF PART 40, Department of Health and Human Services (DHHS), and Federal and State regulations.

*In reference, please see below for Dr. Donald Freedman's Resume, and Expert Medical Review Officer (MRO) certifications.*

AAMRO

American Association of Medical Review Officers



THIS IS TO CERTIFY THAT

Donald S. Freedman, MD

having presented to the Executive Board of the American Association of Medical Review Officers satisfactory evidence of prescribed qualifications and having passed an approved examination before the

American Association of Medical Review Officers

in accordance with national standards of competency and expertise established for Medical Review Officers, is hereby accredited and designated as a

Certified Medical Review Officer

and by order of the AAMRO Board has been entered as such in the AAMRO Registry of Certified Medical Review Officers

Given and dated this 11th day of July 1999



Sharon L. Kibbe Chairman

Countersigned and sealed with the Seal of the American Association of Medical Review Officers the day and date above written

Andy Ferrell Corporate Secretary

Certificate Number [Redacted]



Theodore F. Shultz, MS, JD  
Chairman  
(919) 489-5407

## American Association of Medical Review Officers

November 10, 2014

**Verification of Certification for:** Donald Freedman, M.D.  
American Medical Review Officer, Inc.  
4237 Salisbury Rd Suite 312  
Jacksonville FL 32216

**Certification Number:** [REDACTED]

**Current Certification Date:** November 10, 2014

**Certification Expiration Date:** November 10, 2019

This notice serves as verification that the above-referenced physician has been certified as a Medical Review Officer (MRO) through the American Association of Medical Review Officers (AAMRO).

For all physicians certified or recertified by AAMRO after October 1, 2010 will have to attend an MRO training program and take the exam. Recertification is required every five years to remain in good standing.

The referenced physician is listed in the AAMRO registry of Certified Medical Review Officers ([www.aamro.com](http://www.aamro.com)).

Theodore F. Shultz, J.D., M.S.  
Chairman



AAMRO's Annual Drug Testing Symposium

# MROALERT

awards this training certificate to

*Donald S. Freedman M.D.*

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In recognition of completion of its 20.75 hour Annual Drug Testing Symposium



Theodore F. Shults, JD, MS  
Program Director



Las Vegas, NV  
November 9-11, 2007

# American Board of Obstetrics and Gynecology



COMPOSED OF MEMBERS NOMINATED BY THE  
AMERICAN GYNECOLOGICAL SOCIETY  
AMERICAN ASSOCIATION OF OBSTETRICIANS AND GYNECOLOGISTS  
SECTION ON OBSTETRICS AND GYNECOLOGY, AMERICAN MEDICAL ASSOCIATION  
AMERICAN COLLEGE OF OBSTETRICIANS AND GYNECOLOGISTS  
ASSOCIATION OF PROFESSORS OF GYNECOLOGY-OBSTETRICS

CERTIFIES THAT

**DONALD STUART FREEDMAN**

HAVING PURSUED AN ACCEPTED COURSE OF GRADUATE STUDY AND CLINICAL WORK, HAS MET THE STANDARDS AND QUALIFICATIONS AND PASSED THE EXAMINATIONS REQUIRED BY THE AMERICAN BOARD OF OBSTETRICS AND GYNECOLOGY, INC. HE HAS THEREBY DEMONSTRATED TO THE SATISFACTION OF THIS BOARD THAT HE IS POSSESSED OF SPECIAL KNOWLEDGE, AND BY THE AWARD OF THIS DIPLOMA HIS PROFICIENCY IN THE SPECIALTY OF OBSTETRICS AND GYNECOLOGY IS RECOGNIZED AND HE IS SO ACKNOWLEDGED.

DIPLOMA OF THIS BOARD  
NOVEMBER 11, 1996



<i>Robert J. Goss</i>	<i>John H. American</i>	<i>Donald St. J. ...</i>
<i>L. James ...</i>	<i>Lo J. ...</i>	<i>Richard ...</i>
<i>Lee G. ...</i>	<i>David ...</i>	<i>Joseph ...</i>
<i>Walter B. ...</i>	<i>Ray ...</i>	<i>Robert M. ...</i>

*Donald St. J. ...*  
CHIEF OF THE BOARD

## CURRICULUM VITAE

**Name:** Donald S. Freedman, M.D.  
**Children:** 2  
**SS#:** [REDACTED]

**Address:** **Office:** [REDACTED]  
~MRO  
  
**Office:**  
Occ Med  
  
**Office:**  
~GYN

### EDUCATION

**Premed:** University of Georgia  
1970 Degree/BS  
**Medical:** Medical College of Georgia  
1970-1974 Degree/M.D.  
**Internship:** Medical College of Georgia  
1974-1975  
**Residency:** Medical College of Georgia  
1975-1977

### EMPLOYMENT

**American Medical Review Officer Inc.**  
1999-present Medical Review Practice  
Certified Medical Review Officer

**Donald S. Freedman, M.D.**  
1978-present OB-GYN Practice

**Medical Express Corp.**  
1989-present Medical Director  
Nationwide Drug Testing

## **CERTIFICATION**

**American Association of Medical Review  
Officers- Certified 1999**

**American Board of Obstetrics and  
Gynecology- Board Certified 1981**

## **MEDICAL SOCIETIES & MEMBERSHIPS**

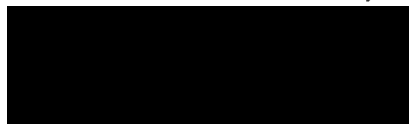
**American Assn of Medical Review  
Officers (AAMRO)  
DCMS, Duval County Medical Society  
FMA, Florida Medical Society  
AMA, American Medical Society  
Southern Clinical Congress of Ob-Gyn**

### **HOSPITAL AFFILIATIONS**

**Baptist Medical Center  
St. Luke's Hospital  
Memorial Medical Center**

## **MEDICAL REFERENCES**

**Lawrence Shivertaker, M.D.**



**H. Wyatt McNeill, M.D.**



## **HOBBIES**

**Gardening, Golf and Fishing**

## **CITY OF JACKSONVILLE RFP P-01-11**

- 3.           University of Georgia           1970           Degree/BS**  
**Medical College of Georgia   1970-1974   Degree/M.D.**  
**Medical College of Georgia   1974-1975   Internship**  
**Medical College of Georgia   1975-1977   Residency**

### **4. CERTIFICATION**

**American Association of Medical Review  
Officers- Certified 1999**

**American Board of Obstetrics and  
Gynecology- Board Certified 1981**

### **MEDICAL SOCIETIES & MEMBERSHIPS**

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## Secure Test Result Reporting Methodology

### (Web based)

#### For DHHR:

In addition to secure email or secure fax test result reporting capabilities, Mega Lab Services will provide a secure direct website accessible to DHHR's Director of the Office of Human Resources Management or his/her designee for viewing, download, and printing of your employees test results. Our direct website reporting system is a customized software built solely for Mega Lab Services by our I-T Staff. Our secure web based reporting system is HIPAA compliant with 2048 SSL encryptions requiring usernames and password. Our direct test reporting website maintains a high level of security, and meet all federal laws and requirements in reporting drug test results.

The website will have a login and logoff system. The system login will include a user ID for each DHHR Designated Employers Representative (DER), at his or her appropriate location, provide password protection, and maintain the required confidentiality of the drug and alcohol testing process. Our direct website test reporting will allow your DER to sign off manually, and have an automatic log-off system for periods of inactivity.

The secure website will include a printable "Chain of Custody" form for each craft worker.

Our Secure direct reporting website will provide your DER with access to your craft workers test results by individual report, including, but not limited to the following specimen information:

- Employees site location
- Test Type
- Employees Name
- Collection Date
- Collection Location
- Chain of Custody Number
- Laboratory Name
- Date Specimen Received by the Laboratory
- MRO Verification Date
- Each Listed Substance & Result for Each Listed Substance
- Overall Test Result
- Collector's Name
- Specimen ID number

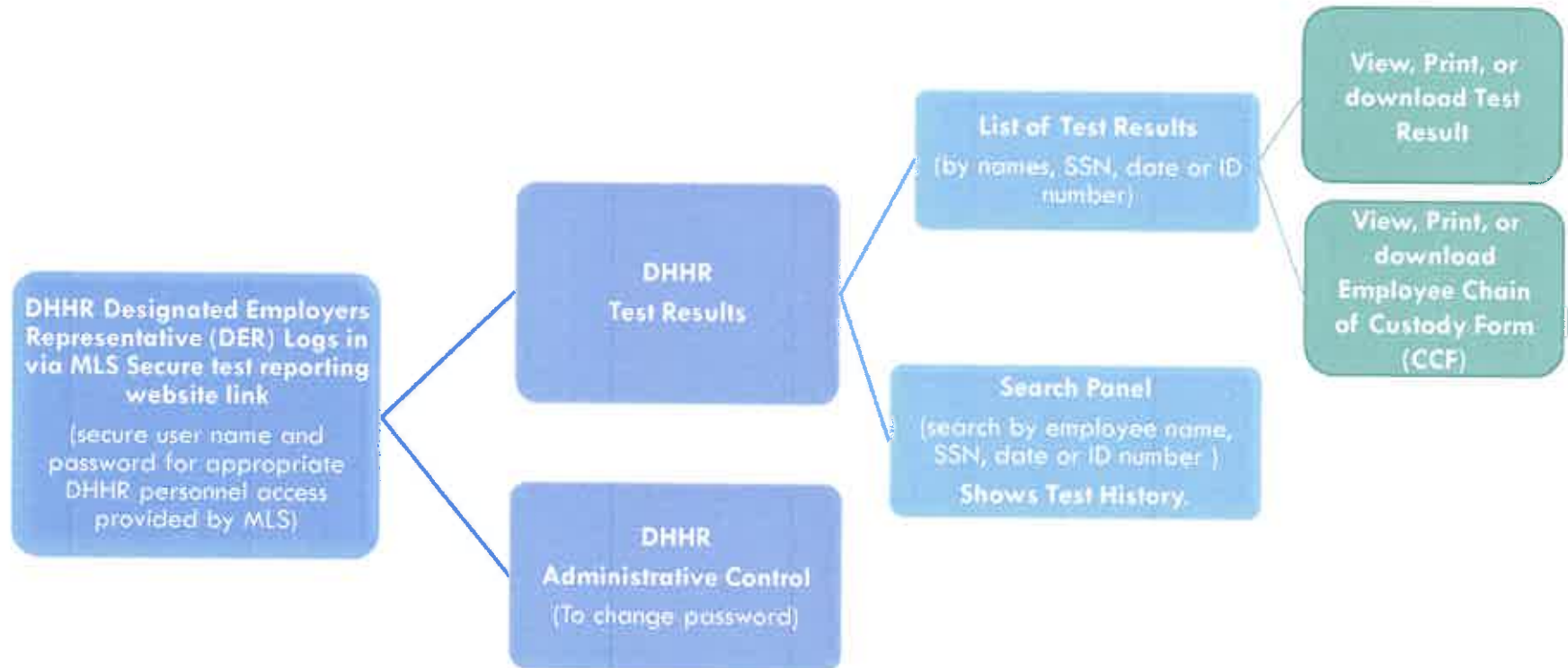
The secure website will also provide access to statistical reporting data that will include but not be limited to:

- 1) Employees Test History
- 2) Summary of all Pending Specimen Results
- 3) Account and Sub-account Summary Reports to the DHHR.

*(In reference, please see our DHHR's secure result reporting website process flow chart on the next page)*



# TESTS RESULT REPORTING ACCESS FLOW VIA OUR SECURE, DIRECT WEBSITE. (HIPAA COMPLIANT WITH 2048 SSL ENCRYPTIONS)



## Secure Portal Log-in Information

Step 1: visit our website, or use the log-in link provided by us



Click the "view your test results"  
to log into our our secure client portal



A screenshot of the registration form on the MLS Admin Portal. The form includes the MLS logo, a 'Log In' button, and three input fields: 'First Name', 'Last Name', and 'Email Address'. Below these fields is a 'Create Account' button. The form is titled 'Create Account'.

Enter your new username  
(Provided by MLS)

Enter your new password



**After signing into the result reporting portal and you should see the page below to view donors test result:**

**Search Criteria**

Please search by name, location or site code to locate employee(s) for which you want to view test results.

Employee First Name

Employee Last Name

Worksite Location

Site Code

Search

- Search for test result by **employee's first name**
- Search for test result by **employee's last name**
- Search for test result by **worksite location**
- Search for test result by **location site code**

Clicking the search button while all fields are blank will show a list of **all employees' test results**.



Nationwide provider of Drug and Alcohol Testing Services.

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## **Training:**

At the request of the Department of Health and Human Resources, Mega Lab Services will provide training on drug and alcohol abuse education/awareness program as needed. MLS training will be in preparation to bringing awareness, responsibility and proper understanding of their roles in execution the DHHR drug-free workplace program.

The training will meet Federal DOT Regulations 49 CFR 382 and requirements of the DHHR Drug Testing Program. We will update the lesson plan and materials at least annually.

The training shall cover the physical, behavioral, speech, and performance indicators of probable alcohol misuse and use of controlled substances and the appropriate documentation of these occurrences.

It will include, but not be limited to, the following additional topics:

- DHHR Policy and Procedural Review
- Review of Testing Procedures
- Profile of the At-risk Employee
- Identify the At-risk Employee
- How to Approach a donor suspected to be under the influence
- Referral to an Employee Assistance Program and Rehabilitation Process.

## **Expert Testimony and Consultation Services:**

Mega Lab Services (MLS) will provide expert testimony in the form of written records, telephone testimony, video conferencing testimony, or personal appearances concerning results, methodology and opinions, on an as needed basis for adjudicatory proceedings related to controlled substances testing at the Department of Health and Human Resources' request, Mega Lab Services will provide an expert witness who can provide statewide in-court expert witness services to testify on drug testing methodology for laboratory testing, prepare report, provide testimony of reliability of laboratory test results, and provide court Affidavits. Mega Lab Services (MLS) will prepare a litigation package to include copies of all chain of custody documents, batch specimen review sheets, GC/MS data review file (graph charts), resumes and credentials of all technicians involved in testing of specimens.

## **Confidentiality:**

We will ensure that strict confidentiality of test results is maintained. All tests acquired by Mega Lab Services will become property of the Department of Health and Human Resources (DHHR), and the State of West Virginia. Any test results or material prepared will not be released without prior express written consent of the DHHR.



Nationwide provider of Drug and Alcohol Testing Services.

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## Record Retention:

Mega Lab Services will keep all information and records, obtained in the course of providing services, confidential and shall follow disclosure provisions of applicable federal laws and state statutes and regulations including the Health Insurance Portability and Accountability Act (HIPAA), if applicable.

Mega Lab Services maintain proper documentation for quality control and assurance, which must be available for inspection by DHHR at any time. Mega Lab Services will provide DHHR with any needed audit information upon request.

Mega Lab Services will provide all reporting in accordance with DHHR drug testing and any additional reports that may be requested by the DHHR.

Mega Lab Services will provide records related to the collection and testing process (for example, collection log books; documents relating our laboratory testing; calibration documentation for laboratory testing devices; and documentation of certified DOT/Non-Dot sample collection training to DHHR upon request.

Mega Lab services will maintain all dated records and notifications, identified by individual, in accordance with the DHHR Drug-Free program, and the State of West Virginia drug testing laws for controlled substance.

This process will include maintaining required records concerning the collection process and test results for at least five (5) years.

Mega Lab Services will retain all specimens in accordance with current the DHHR testing program, State of West Virginia, and SAMHSA guidelines.

## Test Result Turnaround Time:

### For DHHR

Mega Lab Services will electronically report all scheduled and unscheduled negative and positive testing. In addition, all negative and positive results or adulterated drug screens will be reported to DHHR's Director of the Office of Human Resources Management or his/her designee via our secure and confidential web based reporting system immediately upon confirmation by our MRO. Positive results are reported only after confirmation by Gas Chromatography/Mass Spectrometry on all drug screen profiles.

Mega Lab Services will report to DHHR, all negative test results no later than 4:00 p.m. on the second business day from the time of collection, and all positive results will be reported no later than 4:00 p.m. on the third business day following the date of a test. All positive results will only be reported after verification by the MRO. If the MRO is unable to contact the donor within twenty-four (24) hours of the first attempt, DHHR DER will be contacted by our MRO for assistance in reaching the donor within 24 additional hours.

## Port of Seattle Drug & Alcohol Testing Project Management

Effective management and project implementation will be the sole responsibility of our company's technical director, Michael Ola.

Michael Ola, will assign our company's project managers to provide support and management for DHHR supervisors and Designated Employers' representative (DER) on a weekly basis. Our project manager will conduct a telephone meeting on a weekly basis to discuss updates, performance, and feedback.

Our project managers will be assigned to monitor all daily drug testing (on-site and collection site), and supervise our collection personnel to ensure smooth operations and verify that sample collections are done in a professional and timely manner as specified in this contract.

Our project managers will make sure that all specimen collectors at all on-site and collection sites are maintaining confidentiality of your employees' information, while maintaining the integrity of collected samples and ensuring its safe transportation. DHHR donors drug test reporting and other operational matters will be managed by our project managers and reported to the DHHR supervisors and Designated Employers' representative (DER)

Our project managers will make sure that our on-site collectors perform your donors sample collections in compliance with DHHR drug testing program and the State of West Virginia drug and alcohol testing regulations, and DOT regulations.

Our DOT/Non-DOT certified urine sample collectors will report 'shy bladder' collections, 'refusal to test' and any other collection site issues directly to DHHR supervisor and DER.

Our collectors will ensure safety of "Chain of Custody and Control Forms" (CCF's), collection kits and shipping materials. Our collectors will make sure that all samples collected are packaged and shipped to our laboratory immediately, **via FedEx or UPS Overnight Shipping**, after each collection event.

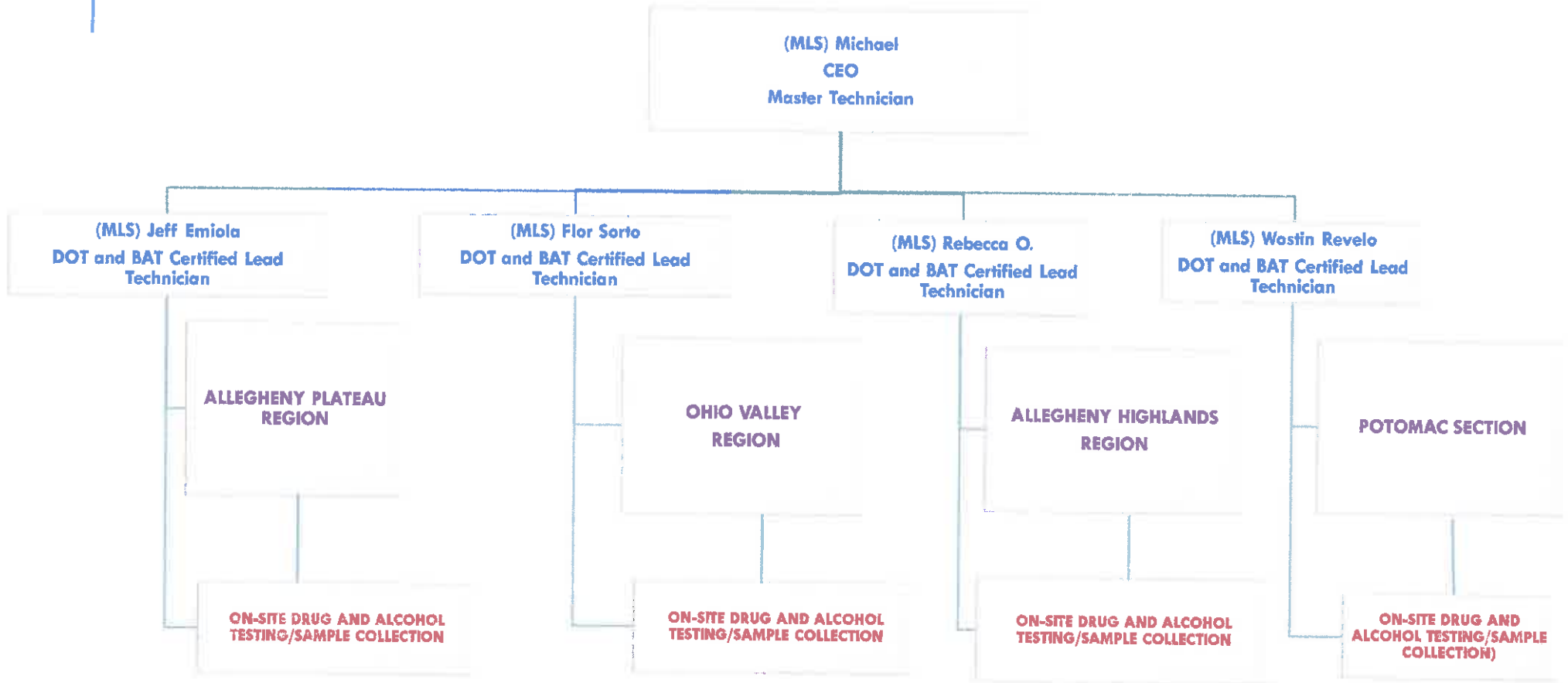
After-hour, post-accident and other emergency services for DHHR employees will be managed by our designated project managers. Mega Lab Services will provide each project manager a dedicated phone line for weekly phone conferences with DHHR location supervisors.

Our project managers will conduct weekly phone conferences with each of our collectors to discuss performance.

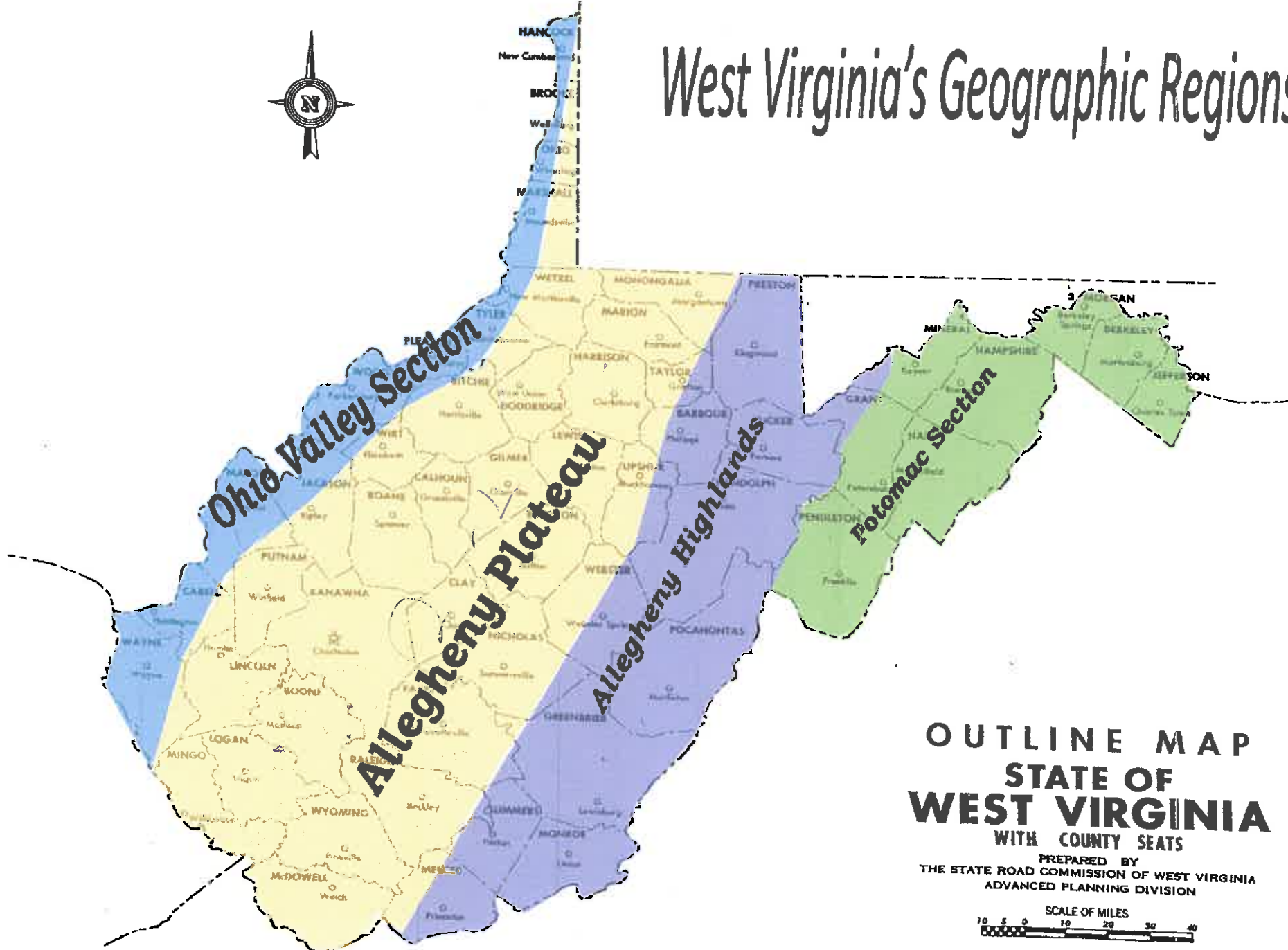
*In reference, please see below for the Department of Health and Human Resources (DHHR) Management Chart:*



## (MLS) MEGA LAB SERVICES PROJECT MANAGEMENT FOR DHHR LOCATIONS DRUG AND ALCOHOL TESTING SERVICES

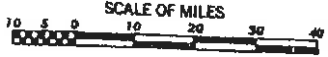


# West Virginia's Geographic Regions



**OUTLINE MAP  
STATE OF  
WEST VIRGINIA**  
WITH COUNTY SEATS

PREPARED BY  
THE STATE ROAD COMMISSION OF WEST VIRGINIA  
ADVANCED PLANNING DIVISION





Nationwide provider of Drug and Alcohol Testing Services.

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### **Mega Lab Services Experiences include but not limited to the following:**

Mega Lab Services (MLS) provides state-wide drug testing services for the State of Tennessee, Department of Developmental and Intellectual Disabilities (DIDD) in the event of pre-employment, reasonable suspicion, post-accident, return to duty, and random drug testing.

We provide DOT/Non-Dot urine sample collection for the Government of the District of Columbia, DC Office of State Superintendent of Education (OSSE).

Mega Lab services (MLS) current clients also include pre-employment, reasonable suspicion, and random drug and alcohol testing services for Jiffy Lube auto centers across Washington DC, Maryland, and Virginia.

Mega Lab Services (MLS) provides drug testing for Prince William County Department of Child protective Services, Virginia, and Prince William Juvenile Court, VA.

We prepared drug-free workplace policy and executed a comprehensive drug-free workplace program for Universal Dynamics Incorporation (UNADYN), a leading global provider of environmental safety tools, Infrastructure/Perimeter Security Enhancement and surveillance systems.

Beginning November 1<sup>st</sup> 2016, Mega Lab Services will be providing Merced County, Human Services Agency in the State of California with instant and lab-based urine drug, and hair follicle drug testing services for their clients.

*\*We are customer service-oriented and will settle for nothing less than extraordinary results for the Department of Health and Human Resources ("DHHR").\**