

DESIGNATED EMPLOYER REPRESENTATIVE (DER) INFORMATION

Company Name: _____

The DER is the person in charge of the drug testing program who can receive testing results from MFI. We suggest adding an alternate contact person for when the Primary DER is unavailable.

Primary Contact Person (DER): _____

Phone: (____) _____ - _____ Email Address: _____

Alternate 1 Contact Person: _____

Phone: (____) _____ - _____ Email Address: _____

Alternate 2 Contact Person: _____

Phone: (____) _____ - _____ Email Address: _____

RECEIVING TEST RESULTS

Results will be sent to the DER's email, secure fax or can be accessed through our web portal. Regulations require all results to be transmitted securely therefore, we would like to recommend the use of the portal. For positive results, a direct call will be made to the DER if available.

How do you want results sent to the Primary DER? (Circle one)

Fax

Email

Portal

Username: _____ Password Portal: _____

Secure fax number: (____) _____ - _____

How do you want results sent to the Alternate 1 Contact? (Circle one)

Fax Email Portal

Username: _____ Password Portal: _____

Secure fax number: (____) _____ - _____

How do you want results sent to the Alternate 2 Contact? (Circle one)

Fax

Email

Portal

Username: _____ Password Portal: _____

Secure fax number: (____) _____ - _____

Username and password are used to access our portal for placing an order, adding/deleting drivers, viewing testing results or personnel updates for deletions.

(Special characters are not supported, please use letters and/or numbers only.)