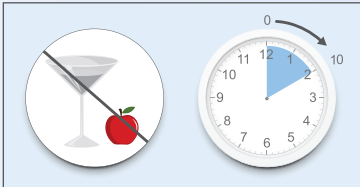


## Test Procedure & Troubleshooting Guide

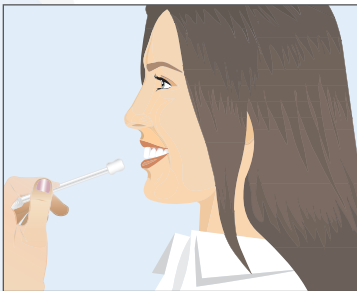
### 1 Pretest Procedures and Inspection



- ▶ Check donor photo identification. ▶ Explain test procedure. ▶ Put on examination gloves.
- ▶ Select Q.E.D.<sup>®</sup> Saliva Alcohol Test package. ▶ Check expiration date. ▶ Open Q.E.D. test package. ▶ Examine Q.E.D. device; confirm no dark purple coloring in capillary or QA Spot™.
- ▶ Confirm red filter is in entry port.

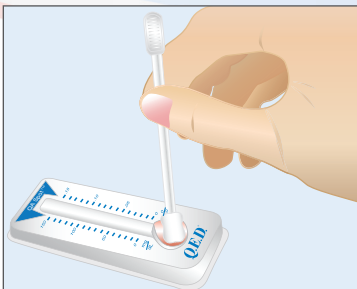
▶ Note: Wait 10 minutes to allow donor's mouth to clear after eating or drinking before collecting saliva. Failure to comply may result in an invalid test reading.

### 2 Collecting Saliva



- ▶ Give the collection swab to the donor. ▶ Instruct donor to actively swab around cheeks, gums, and under tongue with the cotton end for 30–60 seconds. ▶ Take the cotton swab from donor and insure swab is thoroughly saturated.

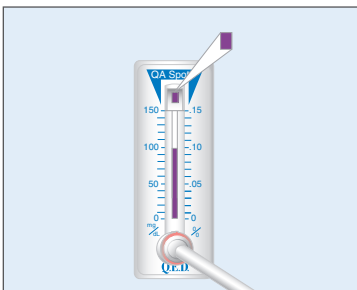
### 3 Filling the Capillary



- ▶ Place Q.E.D. test on a flat surface. ▶ Gently insert the collector swab into the entry port of the device. ▶ Apply gentle, steady pressure. ▶ Insure the pink fluid reaches the QA Spot at the end of the device.

**The key is to apply gentle, steady pressure and to watch the capillary fill.**  
**The background color should appear orange or pink after the capillary is filled.**

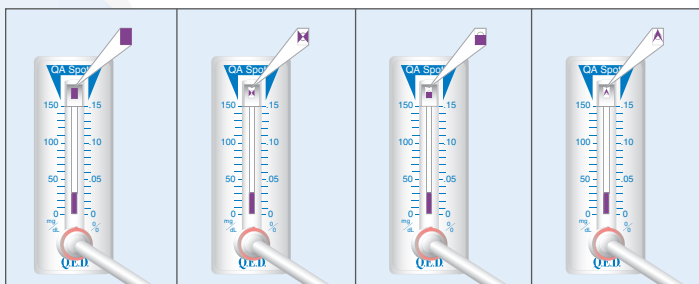
### 4 Interpreting Test Results



- ▶ Start timing and note activation time. ▶ After 2 minutes, but not longer than 5 minutes read alcohol concentration at the highest point of the purple bar. The QA Spot must be purple. ▶ Show result to donor.

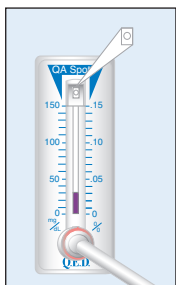
The Q.E.D.<sup>®</sup> Saliva Alcohol Test is intended for the rapid, accurate, quantitative determination of alcohol in saliva. Each device has a built-in QA Spot™ which turns purple to indicate that the test procedure was performed correctly and the chemical reagents are fully functional. The QA Spot color is the same color that appears within the measurement scale on positive tests. Occasionally, in specimens containing little or no alcohol, the QA Spot may appear to develop from the top downward or from the outside edges inward. The shape may be irregular, but the color should be dark purple. The irregular shape of the QA Spot is not an indication of problems with the product performance or user technique.

### Acceptable QA Spot Development



These are examples of acceptable development of the QA Spot. Read alcohol concentration from the end of the color bar. All of these devices read 30 mg/dL (0.03%).

### Unacceptable QA Spot Development



This is an example of unacceptable development of the QA Spot. The result should be considered invalid. Repeat the test using a new Q.E.D. device.

#### ► Examples of "Refusal"

- Refusing to provide saliva
- Cooperates in a way that prevents completion of test

#### ► Response

- Terminate testing process; and Immediately notify employer.

#### ► Examples of an "Uncompleted Test"

- Any event that interrupts the test (e.g., fire alarm)
- Donor is unable or alleges that he/she is unable to provide a sufficient sample of saliva because of a medical condition
- Technician unable to fill device with saliva to the QA Spot

#### ► Response

- Begin second screen using new Q.E.D. device

#### ► Examples of an "Invalid Test"

- Result is read less than 2 minutes after time of activation
- QA Spot™ does not turn dark purple
- Device is used after the expiration date

#### ► Response

- Begin if practicable, a new screening test

