

Dear Consortium Participant:

***Please read the following and return the “Consortium Certification Agreement” within 10 days, if you want to participate in our random drug screening program. You will not be added to the random program until the Consortium Certificate is returned.***

1. We are requiring an updated “**CONSORTIUM CERTIFICATION AGREEMENT**” each year.
  - **IF WE DO NOT RECEIVE A SIGNED, UPDATED AGREEMENT EACH YEAR, YOUR COMPANY WILL BE REMOVED FROM OUR PROGRAM.**
  - This will also include an updated Driver List and any other changes (mailing address and contact information).
2. It is your responsibility to contact us with New Hires and Terminated Employees.
  - Emergicare will no longer automatically add New Hires to the random pool selection on the basis that a potential employee passed a pre-employment drug/alcohol screen. You **MUST** contact us via phone (540-432-9996), email (ecare@comcast.net), or fax (540-432-9997) to confirm that the employee needs added to your Driver List.
3. Our random drug and alcohol screening selections will be made **QUARTERLY**.
  - Any Driver that is selected **MUST** appear for the drug/alcohol screen by the last day of the month in which you were notified of the random selection.
  - As a reminder, a Driver **MAY** be selected more than once in a year and is **REQUIRED** to submit to each drug/alcohol test.
4. If you do not send your drivers in for the randomly selected drug/alcohol screens, Emergicare of Harrisonburg, Inc. has the right to review and deem your company “**NON-COMPLIANT**” and has the right to **REMOVE** you from the Consortium program with certified written notification of removal.
5. There are 2 Consortiums. Consortium One is randomly drawn in the months of January, April, July and October. Consortium Two is randomly drawn in the months of February, May, August and November. I will let you know which Consortium you are in.
6. You will need a Pre-Employment Drug test on file for each driver.

Please feel free to contact DeeAnna Orebaugh at 540-432-9996 with any question, concerns, and/or comments. Emergicare of Harrisonburg, Inc. looks forward to working with you as a partner in your efforts to remain compliant with DOT regulations.

Sincerely,

*Dee Anna Orebaugh*

DeeAnna Orebaugh  
Consortium Official