

## Quotation Request for Hair Strand Analysis

### DRUGS TO BE TESTED FOR (TICK ONE OR MORE BOXES)

PLEASE STATE WHICH DRUGS YOU WISH US TO TEST FOR:

#### Standard Drug Panel (direct to confirmatory / chromatography methods)

Amphetamines (inc. speed):  Methamphetamines (inc. ecstasy and crystal meth):  Barbiturates:   
 Benzodiazepines (Group 1):  Cannabis\*:  Cocaine (inc. crack):  Methadone:  Opiates (inc. heroin):   
 Ketamine:

#### Non-Standard Drug Panel (direct to confirmatory / chromatography methods)

Alcohol (ETG):  Alcohol (ETG & FAEE combined)\*\*:  Benzodiazepines (Group 2)\*\*\*:   
 Cannabis (THC COOH)\*:  Mephedrone:  LSD:

Other(s):  (please specify): .....

Do you wish to combine this test & quote with blood analysis for the “Full alcohol package”?:

Yes  No

Full alcohol package includes: Hair test for ETG & FAEE **plus** Blood Tests for LFT (Liver Function Test), CDT (Carbohydrate Deficient Transferrin) and FBC (Full Blood Count). See price guide or speak with one of the customer service team for details.

If “Yes” – then please also complete a Quotation Request for Blood Analysis form and reference accordingly. Thank you.

\*Cannabis is difficult to detect in hair at low levels. Our standard panel test, **as with all other UK providers**, will not detect low use. We therefore provide a more sensitive Cannabis (THC-COOH) test, exclusive to ScreenSafe UK, which **will detect Cannabis use at very low levels**. If in doubt which test to choose, please call for advice.

\*\*As recommended by High Court ruling. Note: ETG & FAEE can only be carried out on head hair and must be in 3cm segments (1x3cm, 2x3cm etc). If your client has less than 3cm of head hair, no head hair at all, or you require segmented analysis to show patterns of use [exclusive to ScreenSafe UK] – choose the Alcohol (ETG) analysis.

\*\*\* The standard Benzodiazepines Group 1 test is “like for like” with all other UK suppliers to help you compare prices. A “negative” result from this test may not actually be truly negative for Benzodiazepines (and can therefore be open to challenge). We therefore also offer a test for a wider range of Benzodiazepines that will be missed by other suppliers. These are our Benzodiazepines (Group 2). For full details – please see our Schedule D price guide or speak to our customer service team. This test is exclusive to ScreenSafe UK.

### SAMPLE LENGTH DETAILS (TICK ONE BOX)

Drug use can be identified from one to several months depending on the length of hair. 1cm centimetre section of hair represents approximately one month’s growth. Thus, to determine average drug usage over the past three months, a 3cm sample of hair would be required and so on. Hair can be taken from other parts of the body and analysed, but only head hair can be segmented for more detailed results.

A 1cm section approximates one month’s hair growth. A 3cm section approximates three months hair growth etc. Thus, an analysis of ONE x ‘3cm’ section (option “d” below) will provide an average level of intake over the preceding twelve-week period. If the same 3cm sample was sectionalised into THREE x ‘1cm’ sections (option “c” below), this will provide an average intake for EACH of the preceding four-week periods giving a far more detailed history. This needs to be considered when establishing an individual’s trend history – either decreasing or increasing. See our “Benefits of Segmentation” leaflet – available on request or as a leaflet download from [www.screensafeuk.co.uk](http://www.screensafeuk.co.uk).

Charges apply to each section tested i.e. 3 x 1cm sections will be charged at 3 times the cost of 1 x 3cm section (except with ETG test only – where discount applies for 2+ segments – see price guide for details).

Prices quoted are inclusive of all preparation charges and confirmation analyses.

**PLEASE STATE THE NUMBER AND LENGTH OF HAIR SECTION(S) YOU WISH US TO TEST:**

- a) ONE x '1cm' section (one-month average use):  1cm minimum required hair length
- b) TWO x '1cm' sections (two 1-monthly averages):  2cm minimum required hair length
- c) THREE x '1cm' sections (three 1-monthly averages):  3cm minimum required hair length
- d) ONE x '3cm' section (three-month average use):  3cm minimum required hair length
- e) TWO x '3cm' sections (two 3-monthly averages):  6cm minimum required hair length
- f) THREE x '3cm' sections (three 3-monthly averages):  9cm minimum required hair length

Other:  (please specify): .....

*We can carry out segmentations in any combination, including 0.5cm - please ask for advice if required.*

**DATE THAT RESULTS ARE REQUIRED FOR PRESENTATION IN COURT?\*\*\*\*:** .....

**STANDARD Turnaround:**  
Results within 10 working days from receipt at the laboratory (no extra charge):

**FAST-TRACK Turnaround:**  
Results within 5 working days from receipt at the laboratory (additional costs):

\*\*\*\* We will always endeavour to meet this date to assist you and the Courts.  
If, for any reason this date is not achievable, we will confirm the earliest date that the results will become available.

**SAMPLE COLLECTION DETAILS (TICK ONE BOX)**

**PLEASE STATE WHO YOU WISH TO BE RESPONSIBLE FOR COLLECTING THE SAMPLE:**

ScreenSafe UK Collection Officer:

*(Using the ScreenSafe UK Collection Officer service ensures against Chain of Custody challenges and guarantees sufficient sample is collected first time. Incorrect sample collection is a common error when using a third party, which can incur additional cost and problematic time delays).*

GP/Nurse/Practitioner:

*(Please note: you will be liable for all costs incurred when using "3<sup>rd</sup> party" collection services – these must be settled directly with them.)*

Solicitor:

Other:  (please specify): .....

Final invoice value will not be adjusted where the integrity of hair samples, collected by persons other than a ScreenSafe UK Collection Officer, fails to meet the analysis criteria (e.g. too few hair strands have been provided) to complete the range of tests requested. Full instructions will be sent out with the blood sampling kits and paperwork. Any kits sent out and not used will be charged for at 100% rate as they cannot be returned / re-used.

The details provided on this Quotation Request will be the basis of a formal quotation. Subsequent variations to the scope of analysis laid out herein will only be agreed upon completion of a separate Quotation Request and quotation re-issue.

## DONOR DETAILS

First Name(s): ..... Date of birth: 

D	D	M	M	Y	Y	Y	Y

Surname: .....

Desired Date of Collection: .....

## CUSTOMER DETAILS

<b>Results to be sent to:</b>	<b>Invoice to be sent to:</b> <i>(If more than one party – please supply details for all parties).</i>	<b>Collection Kit(s) to be sent to:</b>
Contact name:	Contact name:	Contact name:
Organisation/Company name:	Organisation/Company name:	Organisation/Company name:
Address:	Address:	Address:
Postcode:	Postcode:	Postcode:
Tel no:	Tel no:	Tel no:
Fax no.:	Fax no.:	Fax no.:
Email:	Email:	Email:

### NOTES

1. If there is more than one instructing party to be invoiced, please copy this form and complete for each party.
2. **ScreenSafe UK will not charge for "Split Invoicing" if requested at time of quotation.** However, if requested after the initial quote stage, then this will incur an additional charge of £15.00 per party to cover extra time and administration costs which are unavoidable. This charge will appear on each invoice as "Third party invoicing charge". By signing the quote you are accepting these terms and conditions and will accept liability to pay these extra charges where appropriate/incurred.
3. Sample collections: Cancellations (less than 24hrs notice), no-shows or refusals will be charged at 100% collection rate and will be added onto final invoice in addition to original costs quoted. These additional charges will appear on each invoice as "cancellation / no-show / refusal".
4. The person to be invoiced will need to confirm the order by signing the quotation / terms & conditions acceptance. Please note that each party will have to provide a signature to agree their share of the costs before any tests take place.
5. PLEASE COMPLETE ALL 3 PAGES OF THE QUOTATION REQUEST FORM AND RETURN BY FAX (05600 494562) OR BY EMAIL (enquiries@screensafeuk.co.uk). QUOTATIONS ARE NORMALLY RETURNED SAME DAY. IF YOU HAVE NOT RECEIVED YOUR QUOTE WITHIN 24HRS, PLEASE CONTACT 08450 505590 AND WE WILL RE-SEND IMMEDIATELY.

## EXPERT WITNESS REPORT

Is an Expert Witness Report required for use in court? (Please tick) YES  NO

*(An Expert Witness Report is usually required by most courts to accompany the Hair Test Results. If this is requested at a later date it will incur additional costs over and above the standard charge. If you require further advice or assistance then please call our dedicated and experienced Legal/Medico team).*

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