

## New Custody and Control Form

The new Custody and Control Form contains all the same data as the form you have been using, but makes room for some innovative and helpful changes.

The **CCF Section** contains all donor demographic information and chain of custody affidavits along with corresponding signature blocks.

A **Unique Form ID Number** links the CCF, the donor receipt and security seals to a specific, individual form.

The **Quest Client Requisition Number** identifies the account number for the client requesting the test and the sample ID number used for tracking and results reporting.

The **Donor Receipt** has a pre-printed barcode that is forensically linkable to its CCF counterpart. It also contains information pertinent to the donor.

**Security Seals** are compatible with urine, oral fluid, hair and blood specimen collections.

### Old Multipart Form

- Accompanies sample to the lab
- Sent to MRO via fax/mail/courier
- Collector copy filed/stored
- Sent to employer via email/carried by donor
- Given to donor as a receipt

### New Single-part Form

- Accompanies sample to the lab
- CCF is imaged by the lab and either
  - Accessed on the Web via QIS
  - Automatically faxed
  - Automated file transfer of image
- Collect maintains CCF image via FormFox and can be reprinted on demand
- Given to donor as a receipt