

**Professional Specimen Collector**  
**for Department of Transportation (DOT)**  
**Urine Collections**

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**Mock Collections Documentation Form**

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Student Name: \_\_\_\_\_

Monitor/Trainer Name: \_\_\_\_\_

Date: \_\_\_\_\_ Location: \_\_\_\_\_

**1. Uneventful Mock Collection**

Monitor Sign Here When Completed Error-free	Collector/student Sign Here When Completed Error-free

**2. Uneventful Mock Collection**

Monitor Sign Here When Completed Error-free	Collector/student Sign Here When Completed Error-free

**3. Insufficient Quantity (shy bladder)**

Monitor Sign Here When Completed Error-free	Collector/student Sign Here When Completed Error-free

**4. Donor declines to initial specimen bottles & donor declines to fill out Step 5,  
Copy 2 Certification statement**

Monitor Sign Here When Completed Error-free	Collector/student Sign Here When Completed Error-free

**5. Temperature out of Range (and 2<sup>nd</sup> mock collection under direct observation)**

Monitor Sign Here When Completed Error-free	Collector/student Sign Here When Completed Error-free

## **Instructions:**

The Monitor/Trainer must personally witness each “mock collection” performed by the Collector Student.

The Monitor must ensure that the collections are Error-Free.

If any collection is not error-free, the Collector Student must be required to begin again and repeat the mock collections.

After each error-free mock collection is completed successfully, the Monitor and Student should sign in the space on the *Mock Collections Documentation Form* attesting to the completion of the error-free collections.

Each Mock Collection must be fully completed, including proper documentation, as necessary, on each CCF for each collection situation. For example, the Shy Bladder situation must be documented appropriately in the Remarks section of the CCF; and proper documentation must be recorded in the Remarks section on each of the two CCFs required for the Temp out of Range situation, etc.

This *Mock Collections Documentation Form* should be maintained by the Collector for his or her own records and readily available to provide to persons requesting proof of Collector training completion (along with proof that the Collector also completed the Basic Information and Qualification Training required by 49 CFR Part 40). The Collector may also wish to retain a copy of each CCF used in the mock collections as further proof of training completion (Copy 2 is recommended).