

## Frequently Asked Questions

### eScreen's Random Management Program for EOHN Partner Customers

#### ***Why do I have to "opt in"?***

- You must opt in to the program so eScreen can distribute information on the Managed Random tools to your contracted customers. This step confirms that your clients will have the option to use the random management program provided through eScreen. There is no cost to you to make your customers eligible for enrollment, and eScreen will handle the communication and the administration of the program for your customers who choose to participate.

#### ***How is eScreen's Random Management Program different from the current Random Generator tool my customers can use on MyeScreen.com?***

- The Random Generator tool is a free "selector" tool that simply allows the employer to submit a spreadsheet of employee names to a digital processor to randomly select the employee names for testing. This selection-only tool is still available for customers who prefer to self-manage their randoms program. The eScreen Random Management Program via MyeScreen.com has an enrollment fee (see below for pricing) and offers advanced features for automation and includes on-going pool management through eScreen to help customers maintain compliance.

#### ***Does eScreen offer a consortium for my customers?***

- Yes! For your customers with 49 or less employees, eScreen has built an online managed consortium pool for all interested employers to join. Your customers can be added into eScreen's consortium of employers, combining their employees into larger pools for random drug and alcohol test selections. Employee list management, selections and statistics would be available online through your customer's MyeScreen.com account.

#### ***What is a consortium and who can join?***

- A drug screening consortium is an association of companies or groups of employers with less than 49 employees that are pooled together for the purpose of DOT drug and alcohol testing of its participants. The participating companies add their employees to a combined random testing pool. The consortium administrator (eScreen) updates the pool and executes the selection. The consortium administrator communicates the selection and makes the selection compliance statistics available to the participating companies.
- ONLY clients with MyeScreen.com access can participate.

#### ***What is the cost to my customers to join the eScreen Random Management Program?***

- Employers with 49 employees or less will be added to a consortium. If the employer requires 2 different pools (example: 2 different DOT regulated pools such as FTA and FMCSA or 1 federally regulated pool and 1 NON DOT / non regulated pool) with 1-49 employees; the cost is \$100 **per pool** annually.
- If the employer with 1 - 49 employees has 3 or more pools, the cost is a \$250 **flat rate** annually for all pools. These prices cover enrollment into the consortium for the calendar year of 2011.
- For employers with more than 50 employees, the cost is a \$250 **flat rate** annually (unlimited number of pools).
- eScreen will bill your customers directly for their random program enrollment. **\*\*\*This DOES NOT change billing for your customers' drug and alcohol testing – eScreen will NOT bill the customer direct for drug and alcohol testing – just the random program fees (if they participate).**

The annual enrollment fee covers account setup, training, and ongoing compliance administration of the program for the calendar year of 2011.

***What are the next steps?***

- OPT IN, and eScreen will post a notice to customers about how they can enroll in the new eScreen Random Management Program through their MyeScreen.com Today page. You MUST first OPT IN to allow us to make this new service option available for your customers. To OPT IN, please click on the following link and select: ***YES! Please make my customers eligible.***

<http://www.escreen.com/EOHNClinicRandomOptIn>

- Once you opt in, eScreen will provide your customers with instructions on how they can enroll in the eScreen Random Management Program online. eScreen will also provide them with instruction details and training information.

***When is my customer's enrollment complete?***

- Your customer's enrollment will be official once they have: 1) Completed the online registration form 2) Uploaded their employee list to eScreen 3) And their payment has been received by eScreen
- Once payment is received, your customer will receive a Letter of Participation for their records and as proof of DOT compliance.

***How will my customer get their employee list to eScreen?***

- As soon as your customer enrolls and payment is received, eScreen will send them a link to a website and instructions where they can upload their employee list online.

***Where will my customer send their payment?***

- Attn: ENROLLMENT 7500 W. 110th Street Suite 500 Overland Park, KS 66210
- Remember: eScreen will bill customers DIRECTLY for these services – *However, this does NOT change their billing for drug and alcohol testing...eScreen WILL NOT bill your customers directly for their drug and alcohol testing.*

**Still have questions? Please call 1-800-881-0722, option 5**