

Request for Quote

B-54515

The selected qualified Medical Review Officer (MRO) must:

- be a Doctor of Medicine or a Doctor of Osteopathy
- be a licensed physician who can review drug test results and ensure the accuracy and integrity of the drug testing process
- have specialized training in drug testing regulations and the medical review of laboratory results
- have passed a certification examination administered by a nationally recognized MRO certification board such as the Medical Review Officer Certification Council or the American Association of Medical Review Officers
- be aware and stay current on DOT drug testing program procedures and regulations, collection, chain of custody and recordkeeping protocols
- complete re-qualification training every five years, ensuring they remain up to date with regulatory changes, testing protocols and best practices in medical review
- be able to receive drug test results from Quest to provide MRO services to DHS. Awarded vendor will be provided with Quest contact information upon request.
- provide services remotely via email and phone to DHS (DER - Designated Employer Representative).
- DOT supervisory training will not be required by the vendor.
- No subcontractors allowed vendor must be able to perform services
- directly employ the licensed physician/MRO who performs the medical review services. However, the licensed physician/MRO (him or herself) who performs the medical review services can bid if qualified to do so. The bidding vendor itself

cannot subcontract with a licensed physician/MRO (hence, subcontractor) who performs the medical review services.

- review all DHS pre-employment drug testing and for all CDL driver positions in accordance with DOT (49 CFR Part 40, Subpart G) drug testing procedures and regulations, collection, chain of custody and recordkeeping protocols. The MRO will only review positive DOT and pre-employment results.

DOT (49 CFR Part 40, Subpart G)

- **Initial review and verification:**
 - review and verify laboratory-confirmed non-negative drug test results, adulterated/substituted results, and invalid results **promptly** after receiving them from the laboratory [Federal Motor Carrier Safety Administration](#)
- **Interviews and determinations:**
 - If interview is required, must complete the verification process and issue a determination **within the timeframes set by the DOT** for the specific type of result (e.g., positive, adulterated, substituted, invalid) [eCFR](#)
- **Reporting:**
 - Verified results must be **reported to the DER in a timely manner**—DOT regulations require that MROs transmit reports to the employer as soon as possible after making a determination, without unnecessary delays [Federal Motor Carrier Safety Administration](#)
- **Negative and negative/dilute results:**
 - must review at least 5% of negative results reported by staff to ensure proper performance, and all specimens requiring corrective action must be reviewed personally www.mrocc.org.

Federal Motor Carrier Safety Administration (FMCSA)

- FMCSA regulations mirror DOT requirements, emphasizing **timely review and reporting** to protect the integrity of the drug testing process and ensure compliance with safety standards [Federal Motor Carrier Safety Administration](#)

Key points for compliance

- cannot delay verification beyond the regulatory deadlines; failure to meet these timeframes can result in administrative actions or loss of certification
- timeframes apply to both **positive and negative results**, including special cases like adulteration, substitution, and invalid tests
- must balance prompt action with thorough review, especially when interviews or additional lab testing are needed
- maintain internal tracking of when results are received, when interviews occur, and when reports are sent, ensuring all steps are completed within the regulatory window