



Revised 01/09/06

RAMSEY COUNTY RANDOM DRUG TESTING PROCEDURE

Client Name:

Agent:

In order to provide an effective method of notifying you that a urine test is schedule, this office utilizes a Code-A-Phone System. You will be instructed by means of a recorded message when you have a test scheduled.

It will be necessary for you to call **6 days a week, Sunday through Friday between 12:00pm and 10:00pm**. Be sure to listen to the complete message.

To avoid using names, you will be assigned one of the following colors: Black, Blue, Brown, Gold, Green, Orange, Pink, Purple, Red or Yellow. The recorded message will indicate which color clients will be required to submit urine specimens and what day they will need to report. Your color may change but your Project Remand Counselor will notify you of any changes.

Testing will occur at the following location:

**Spruce Tree Center
1600 University Ave
Suite #209
St. Paul, Minnesota 55104**

You will need to report to the center between the hours of 10:00am and 8:00pm Monday through Thursday, Friday between 8:00am and 6:00pm and Saturday between 10:00am and 2:00pm. These may change - please listen closely to the recording when you call in.

When you report for testing each time, you must have your Picture ID ready, you must tell the Drug Testers what your Counselor's name is and you must tell the Drug Testers what color you have been assigned.

Failure to report for a scheduled test could be considered a violation of your Pretrial Release and could result in a warrant being issued. If you forget to call the Color Code Hotline, you must contact your Project Remand Counselor the following day for further instructions.

Your Project Remand Counselor will be notified when you are scheduled. If you have any questions, please contact your counselor.

Call telephone number (651) 209-6139 between 12:00pm and 10:00pm 6 days a week, Sundays through Fridays.

In case of serve weather please check the color code phone number at 651-209-6139. If the collection is cancelled, it will be indicated on the phone message.

YOUR COLOR CODE IS: