

McLeod Counseling, PLLC  
250 Lucius Gordon Drive, Suite 4B  
West Henrietta, NY 14586  
Phone: 585-967-9700 (call or text)

## Drug and/or Alcohol Assessment Checklist

**Please bring the following to your appointment:**

**Go To my website:** [anitamcleodcounseling.com](http://anitamcleodcounseling.com) and on the **right side** of the home page, click the button for **OASAS Certified Drug and Alcohol Assessment Forms**. Print and complete **all** forms on the page and bring them with you to your scheduled appointment. Please note that ALL forms **must be completed** before you are seen for your appointment to avoid having to reschedule.

- ✓ **Please write the last 4 digits of your social security number on the top of the intake form as well as your upcoming court date if you know it.**
- ✓ **The abstract of your driving record**  
(If you do not already have a copy of this, go to [dmv.ny.gov](http://dmv.ny.gov) or call your attorney for a copy)
- ✓ **A copy of the official documentation of your violation**  
(the copy of your arrest or incident report AND traffic ticket; call the police in the county of your charges or your attorney for a copy if you do not have this)
- ✓ **The name, address and phone number of your probation officer IF APPLICABLE**

- ✓ If you have had any prior DWI's or any prior alcohol or drug related legal charges, I will need a copy of your tickets and narrative (if the officer wrote one)
  
- ✓ If you have had prior drug/alcohol treatment, I will need a copy of your discharge summary or letter from your therapist or treatment facility stating that you have successfully or not successfully completed treatment
  
- ✓ The names and numbers of 2 people who know you well as a collateral contact to verify your historical use of drugs/alcohol. Please put these names and numbers at the bottom of page 1 of your intake form
  
- ✓ If you have been ordered by the court to complete an Impaired Driver Program, please bring any documentation related to this
  
- ✓ My preference for payment is cash or check, however you can also use a credit card or health savings account card if needed.
  
- ❖ You will also need to have a urine drug and alcohol screening prior to your appointment with me or within 48 hours after your appointment with me. If you have done this prior to seeing me, the lab will send me your results.

✓ PLEASE GO TO THE FOLLOWING LOCATION TO HAVE YOUR URINE DRUG AND ALCOHOL TEST. TO AVOID HAVING TO GO BACK TO THE LAB TO BE TESTED AGAIN. Tell the lab technician at the desk that I sent you. They will know what test to give you. In the event that they do not: ASK FOR THE FOLLOWING:

- ❖ 5 panel urine drug screen
- ❖ An initial test for the use of alcohol – (Etg: urine test)

**Rochester Regional Occupational Health Services: (Located in The Wilson Medical Bldg. of the Rochester Regional Hospital Campus)**

800 Carter Street

Rochester, NY 14621

585-922-4173

- *You will need to call the lab to make an appointment. All fees/charges are your responsibility.*
- Breath and/or blood tests will not be accepted due to NY state requirements. Please be sure to ask for the appropriate URINE screen as detailed above.
- TO ENSURE YOU DO NOT GIVE A DILUTED SAMPLE, LIMIT FLUIDS AFTER MIDNIGHT THE DAY PRIOR TO YOUR TEST. DO NOT DRINK OVER 40 OUNCES OF FLUID BEFORE YOU GIVE YOUR URINE SAMPLE. THIS IS A GENERAL GUIDELINE. IF YOU HAVE ANY QUESTIONS PERTAINING TO THIS, PLEASE CALL THE LAB DIRECTLY.

***Your assessment will take 50-60 minutes. If you have any questions the easiest way to reach me is via text but feel free to leave me a voicemail as well!***