



Drug Testing Business Startup Checklist

Accredited Training Academy

Use this checklist to ensure you have everything in place to successfully start your drug testing business.

1. Lab Account Setup

- 1 ■ Establish lab account (Quest, Labcorp, or third-party)
- 2 ■ Confirm MRO (Medical Review Officer) services
- 3 ■ Understand specimen collection to result workflow
- 4 ■ Set up test panels and pricing structure

2. Software & Systems

- 1 ■ Select drug testing software platform
- 2 ■ Set up client onboarding process
- 3 ■ Configure reporting and result delivery
- 4 ■ Set up invoicing and payment system

3. Training & Certification

- 1 ■ Complete DOT urine collector training
- 2 ■ Complete BAT (Breath Alcohol Technician) training (if applicable)
- 3 ■ Understand 49 CFR Part 40 requirements
- 4 ■ Maintain training records and certifications

4. Supplies & Equipment

- 1 ■ Urine collection cups
- 2 ■ Oral fluid collection devices
- 3 ■ Chain of Custody Forms (CCF)
- 4 ■ Alcohol testing devices (if applicable)
- 5 ■ Shipping materials and labels

5. Client Acquisition

- 1 ■ Define target market (employers, schools, courts)
- 2 ■ Create service pricing packages
- 3 ■ Develop marketing materials
- 4 ■ Build website or landing page
- 5 ■ Set up referral partnerships

6. Business Setup

- 1 ■ Register business entity
- 2 ■ Obtain EIN
- 3 ■ Set up business bank account
- 4 ■ Acquire business insurance
- 5 ■ Create service agreements and policies

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