PROOF

Nail Kit

What's Inside

- ✓ Nail clippers
- ✓ Specimen collection foil tray
- ✓ Specimen envelope
- ✓ Alcohol prep pads (x2)
- ✓ Chain of Custody Form
- ✓ Specimen Bag
- ✓ FedEx Clinical Pak w/ return label

Before You Begin

Please place your phone in the stand provided on the front flap of the PROOF box. Your phone should stand vertically so that you will be clearly in view of the app when the test begins.

Do not open the sealed bag until instructed to do so on camera. If you do so, the collection will be invalid.

You'll want to ensure that your phone is in the do not disturb setting, and that you have alarms turned off. Interruptions will stop the recording and your collection will be invalid. You'll want to have your Government issued photo ID and an ink pen ready with you.

Tips for a Successful Collection

The PROOF app will walk you through the steps of your collection using audio, visual, and text prompts.

Please refrain from eating, drinking, or smoking for at least twenty minutes before your collection.

You'll want to ensure your smart phone has at least 50% battery life, at least 1GB of available storage space, and a strong network signal.

You'll want to have approximately twenty uninterrupted minutes to complete your collection.

You'll want to stay onscreen and within the guidelines shown to ensure an accurate collection. Your workspace should remain visible to the camera at all times, with your collection device clearly visible on a flat surface when not in your hand.

Do not minimize or close the PROOF app until you see "upload complete" on your video prompt.

Download the free PROOF+ app

Download on the App Store

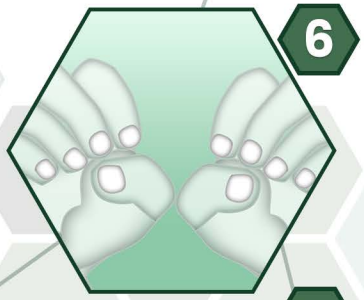
GET IT ON Google Play

collectwithproof.com • proof@recoverytrek.com • 757-943-9800

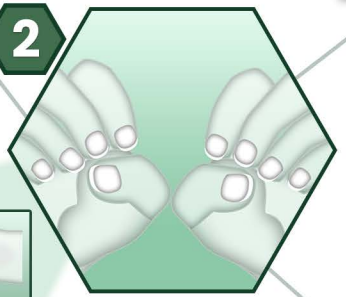
PROOF Nail Kit Instructions

1 **Tear open the clear package testing materials** when prompted by the PROOF app. Place on a flat workstation in full view of the app.

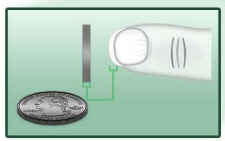
3,4 **Tear open the package containing the clippers and remove them for use. Use the provided disinfectant pad to clean the front of the clippers.**



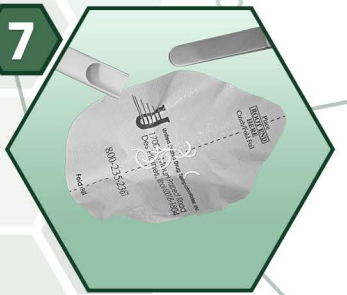
6 **Place clippers on your workspace and show both of your hands to the camera, showing all ten now-trimmed nails.**



2 **Show both of your hands to the camera, showing all ten nails,** to confirm that your nails are clean and free from cosmetic substances.



5 **Using the collection clippers, clip all ten nails as close to the nail bed as possible.** Please be sure the clipped nails are collected in the clipper sheath or on a clean sheet of paper.



7 **Fold each side of the collection foil up to form a tray. Remove the clippers from the collection sheath and pour the nail clippings into the foil tray.**

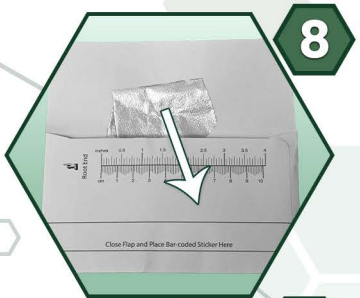
BEFORE YOU TEST:

Make sure you have

- ✓ Smartphone on Do-Not-Distrub mode
- ✓ An ink pen
- ✓ Government-issued photo ID
- ✓ Sealed testing packing (you will open on camera)

AFTER YOU TEST:

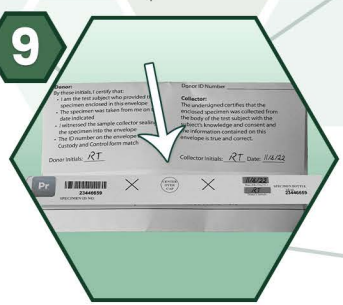
- ✓ Capture your tracking number in the PROOF app
- ✓ Receive an 'Upload Complete' notification in app
- ✓ Schedule a pick-up using FedEx.com



8 **Fold each side of the foil tray inward to secure the clippings and place the folded foil into the specimen collection envelope.** Fill Donor & Collector initials and Date field on the collection envelope using an ink pen.

10,11 **Display the date & initials from the tamper evident sticker on the collection envelope to the PROOF App.** Enter the letters and numbers from the barcode on the sticker that you placed over the envelope, then capture the barcode image.

14 **Locate the clear specimen bag and place the envelope and remaining COC forms inside the main pocket, peel and seal the bag.** The nail clippers do not need to be returned.



9 **Enter the date & your initials on the tamper evident sticker using an ink pen. Peel back the tamper evident sticker from the bottom of the form & place it across the bottom of the envelope.** Be sure the sticker seals the flap of the envelope.

12,13 **Complete all highlighted fields on the chain of custody form.** Carefully separate the copies & set aside the pink donor copy for your records.

15 **Place the specimen bag in the FedEx Clinical Pak.** The shipping label is already attached. After the test is complete, add the tracking information with your phone camera.

Copyright 2023, PROOF™ Proprietary and Confidential. Do not copy or distribute without prior written consent.