

**REASONABLE SUSPICION  
CHECK LIST**

**Buy a Test Kit**

Professional Drug Test Kits Delivered Direct

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Employee Name: \_\_\_\_\_ Employee Job Title: \_\_\_\_\_

Facility: \_\_\_\_\_ Location of Event: \_\_\_\_\_

Observation Date: \_\_\_\_\_ Time: \_\_\_\_\_ a.m./p.m.

Was employee performing a safety-sensitive duty?      Yes      No

The following observations were made of the employee identified above:

Check ALL **specific and contemporaneous** observations and **document** the following:

**BEHAVIOR**

- unsteady gait, stumbling
- drowsy, sleepy, lethargic
- agitated, anxious, restless
- hostile, belligerent
- irritable, moody
- depressed, withdrawn
- unresponsive, distracted
- clumsy, uncoordinated
- tremors, shakes
- flu-like illness complaints
- suspicious, paranoid
- hyperactive, fidgety
- inappropriate, uninhibited behavior
- frequent use of mints, mouthwash, breath sprays, eye drops

**APPEARANCE**

- flushed complexion
- flushed complexion
- cold, clammy sweats
- bloodshot eyes
- tearing, watery eyes
- dilated (large) pupils
- constricted (pinpoint) pupils
- unfocused, blank stare
  
- unkempt appearance
- disheveled clothing

**SPEECH**

- slurred, thick
- incoherent
- exaggerated enunciation
- loud, boisterous
- rapid, pressured
- excessively talkative
- nonsensical, silly
- cursing, inappropriate speech

**BODY ODORS**

- alcohol
- marijuana

Other observations: \_\_\_\_\_

\_\_\_\_\_  
Supervisor Name (*print or type*)

\_\_\_\_\_  
Supervisors Signature

\_\_\_\_\_  
Date

Additional witnesses (optional)

\_\_\_\_\_  
Witness Name (*print or type*)

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

**TEST DETERMINATION**

- DOT**       **NON-DOT**
- Reasonable Suspicion Alcohol Test
- Reasonable Suspicion Drug Test
- No Test Required
- Employee Refused Test
- Other (explain): \_\_\_\_\_
  
- NO Test Conducted
- 8 hours elapsed for alcohol test
- 32 hours elapsed for drug test
- Employee transported for medical care