



JAN 21 2020

**DIRECTIVE: JOB CORPS INFORMATION NOTICE NO. 19 - 07**

**TO:** ALL JOB CORPS NATIONAL OFFICE STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS

**FROM:** DEBRA A. CARR  
Acting National Director  
Office of Job Corps

A handwritten signature in blue ink, appearing to read "Debra A. Carr", written over a circular stamp or mark.

**SUBJECT:** Contract Change for Job Corps' Drug Testing Services to MCI Diagnostic Center, LLC

1. Purpose. To inform the Job Corps community that MCI Diagnostic Center, LLC (MCI) has been selected as the new contractor to provide national laboratory drug testing services for all Job Corps students.

2. Background. The Workforce Innovation and Opportunity Act (WIOA) requires that Job Corps provide drug screening and basic medical testing to all new students. This testing is to help ensure that a drug-free and healthy environment exists at every center. The Center for Disease Detection (CDD) has been the provider of those testing services for the past several years. As a result of CDD's normal contract expiration, a new contractor was selected to provide those testing services to the Job Corps community. The new contractor, MCI Diagnostic Center, will now conduct laboratory screening of Job Corps students for toxicology, chlamydia, and Human Immunodeficiency Virus (HIV).

Action Required. Effective Wednesday, January 29, 2020, MCI Diagnostic Center will assume full responsibility for conducting toxicology, chlamydia, and HIV screening tests for all Job Corps centers. Centers must then ship all required testing specimens to MCI instead of CDD for processing. MCI has already begun shipping initial supplies and specimen collection materials to Job Corps centers. CDD will complete the processing of all testing specimens they have received through Tuesday, January 28, 2020. Centers should follow CDD protocols to check the test results for those specimens.

Beginning Thursday, January 23, MCI will provide four days of training to acclimate the Job Corps system to the testing protocols. Two training webinars per day, each approximately 2 hours in length, will be provided to all center staff. These training sessions will provide an important overview of the testing processes and procedures that will govern testing going forward. These sessions will also give specific instructions on how to use the Laboratory

Information System (LIS), MCI's portal for registering, recording, and reporting of all test results. The specific dates and times for the sessions are shown below:

Thursday, January 23	Friday, January 24	Monday, January 27	Tuesday, January 28
10:00 a.m. CTS	11:00 a.m. CTS	9:00 a.m. CTS	8:00 a.m. CTS
2:00 p.m. CTS	4:00 p.m. CTS	1:00 p.m. CTS	12:00 p.m. CTS

The training schedule can also be accessed by visiting the MCI website, located at <https://mcidiagnostics.com/department-of-labor/>.

The instructions for accessing the training webinars are:

**Webinar Invite**

Dial-in number (US): (605) 313-6384

Access code: 193415#

International dial-in numbers: <https://fccdl.in/i/lhill67>

Online meeting ID: lhill67

Join the online meeting: <https://join.freeconferencecall.com/lhill67>

Job Corps centers are highly encouraged to contact MCI to establish their LIS accounts, order supplies, and seek one-on-one services to prevent any disruption of services. MCI's contact information is as follows:

Customer Service Support available 24 hours 7 days a week: **1-800- 364-7287 Toll-Free**

<u>Role</u>	<u>Name</u>	<u>Email</u>
Project Manager	Colleen J. Payne	<a href="mailto:Cpayne@mcidiagnostics.com">Cpayne@mcidiagnostics.com</a>
Contract Manager	Kathleen Henderson	<a href="mailto:khenderson@mcidiagnostics.co">khenderson@mcidiagnostics.co</a>
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Client Relations/ Shipping & Materials	Latasha Hill	<a href="mailto:Lhill@mcidiagnostics.com">Lhill@mcidiagnostics.com</a>

4. Effective Date. January 29, 2020.
5. Action. Addressees are to ensure this Information Notice is distributed to the health and wellness manager of each center and all other appropriate staff.
6. Inquiries. Questions or comments should be addressed to Lawrence Lyford at (202) 693-3121, or e-mailed to [lyford.lawrence@dol.gov](mailto:lyford.lawrence@dol.gov).