2014 ANNUAL RENEWAL INFORMATION

After September 1st 2014 and prior to 6:00 am, October 15th, 2014 successfully complete five (5) PRACTICE TESTS on an Intoxilyzer 5000. Be sure to:

1. Wait 15 minutes before beginning your first test, and do not use any hand sanitizer that contains alcohol.
2. Do not eat or drink anything 15 minutes before, or during your tests.
3. Use your Operator Manual and double check abbreviations!!
4. Enter 4 for TYPE OF TEST (Practice Test).
5. Review your data (at least once).
6. All tests must be complete. Meaning 2 breath samples for each subject test…..
7. All tests must be signed.
8. All tests must have a zero (0.000) subject alcohol concentration.
9. Place one (1) copy of each test in TS box / file (do NOT staple), and bring 1 copy of each test to your Intoxilyzer 9000 class.

You get 6 (and only 6) attempts to complete the 5 Practice Tests. If you make a data entry error on one of the tests, re-do it. That is your **one** freebie. If you make data entry errors on two tests, then you have failed. We will grade everyone's exams after October 15th. So if you run your tests early in the month, and on October 13th discover you made a typo on one of them, you still can re-run that test if you have not already used your "freebie". If we find the error, then you have failed and we will contact you and your supervisor (via email) with instructions for 2nd attempt.

A copy of a Practice Test may be found in your Breath Test Operators Manual. You might review it such that you know how to correctly enter the Arresting Officer and Arresting Agency questions……

Instrument Errors: The following instrument errors will not count towards your limit of 6 attempts, as long as the data entry is correct: RFI, Ambient Fail, Reference Out of Tolerance, Interferent, Improper Zero Set. However, YOU MUST RE-RUN THE TEST. If you have an instrument error AND a data entry error on the same subject test, it counts as your "freebie" and you still must re-run the test with the correct data. IF you do not correct your data on the 2nd attempt after an instrument error, that will constitute a failure of Lab Exam 1.

OPERATOR ERRORS: Errors such as Invalid Sample, Improper Sample, Deficient Sample, Refusal, and any Aborted test (pressing green button during your test) will count as your one freebie….so pay attention and be careful.

IF you blow positive alcohol results ….well, do we really need to elaborate?? See Item 8 above and let's just say you have failed and we'll be doing more than "chatting" ☺.

Exam 2. As mentioned above, Operators failing Exam 1 will be given a second opportunity, as set forth in the Regulations. You and your supervisor will be contacted (via email) regarding the failure and will receive instructions for Exam 2. If you fail Exam 2, then you have failed Annual Renewal.

QUESTIONS?? Email one of us: wfondren@tarrantcounty.com or stskiles@tarrantcounty.com