

EPHRATA AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: PRE-EMPLOYMENT DRUG TESTING

ADOPTED: May 22, 2006

REVISED: January 26, 2015

<p>1. Purpose Pol. 351</p> <p>2. Authority</p> <p>3. Definition 35 P.S. Sec. 780-101 et seq</p> <p>4. Guidelines</p>	<p style="text-align: center;">351.1. PRE-EMPLOYMENT DRUG TESTING</p> <p>Abuse of drugs, including alcohol and controlled substances, in the workplace is a danger to the safety and health of employees and students of the district. The responsibility for maintaining a drug-free workplace is entrusted to the Board. Such a workplace enhances the safety of all employees and ensures their fitness to fulfill job responsibilities.</p> <p>As a condition of employment, the Board will withdraw an offer of employment in regard to any job applicant who tests positive for drugs, as defined in Board policy.</p> <p>Enforcement of the district’s program and Board policy regarding the abuse of drugs requires that candidates for employment provide appropriate body fluid specimens for testing.</p> <p>Drugs – shall be defined as those outlined in the Controlled Substance, Drug, Device and Cosmetic Act.</p> <p><u>Procedures</u></p> <ol style="list-style-type: none"> 1. All testing under this policy will be conducted by a district-approved and Pennsylvania Department of Health certified medical testing laboratory. All testing shall be performed and positive test results will be verified using approved methodologies by a certified laboratory. 2. A listing of the approved testing centers will be maintained in the office of the Superintendent. 3. Testing Procedure <ol style="list-style-type: none"> a. Each applicant must sign a consent form at the time the specimen sample is required.
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	<p>b. The candidate for a position shall be issued a voucher by an administrator redeemable at preapproved laboratories. Vouchers are valid for up to twenty-four (24) hours. Failure to redeem the voucher within the twenty-four (24) hours will be grounds for withdrawal of an offer of employment. A positive drug test will nullify the employment opportunity, unless the drug is part of the prescription medication disclosed by the applicant prior to testing. The cost of the testing will be borne by the district. Applicants may appeal the positive result and submit to retesting using the same specimen, district-approved procedures, and laboratory, but must individually pay for the confirmation test if the results are the same.</p> <p>c. Prior to submitting to the drug screen, the applicant is required to inform the testing officer of any prescription drug the applicant is taking that may affect the results of the drug screen.</p> <p>4. Specimen test results will be treated as privileged information and will be kept confidential. Arrangements shall be made with the collection site so that its personnel take reasonable steps to protect the privacy of the applicant, consistent with the requirement that the collection site maintain the integrity of the sample.</p> <p>5. The only information the laboratory shall be permitted to tell the district is whether the applicant tested positive.</p> <p>6. Test result information will be provided to the Superintendent or designee and the employee tested.</p> <p>References:</p> <p>PA Controlled Substance, Drug, Device and Cosmetic Act – 35 P.S. Sec. 780-101 et seq.</p> <p>Board Policy – 351</p>
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