

TURKEYFOOT VALLEY AREA SCHOOL DISTRICT

SECTION: CLASSIFIED PERSONNEL

TITLE: PRE-EMPLOYMENT DRUG TESTING

ADOPTED: October 15, 2012

REVISED:

551.1. PRE-EMPLOYMENT DRUG TESTING	
1. Purpose Pol. 351	<p>The Turkeyfoot Valley Area School District is committed to a safe, healthy and productive workplace for all employees. Abuse of alcohol and controlled substances in the workplace is a danger to the safety, health and welfare of employees and students of the school district. An alcohol and drug-free workplace enhances the safety of all employees and ensures their fitness to fulfill job responsibilities.</p>
41 U.S.C. Sec. 706	<p>As one means of maintaining a drug-free workplace, the school district shall implement a pre-employment drug testing program (“Program”) pursuant to this policy. The objective of the Program shall be to ensure:</p> <ol style="list-style-type: none">1. That prospective applicants for employment (“Applicants”) are drug-free when they are hired.2. That the Applicants do not present a threat to the safety, health and welfare of those with whom they will come into contact.
2. Authority	<p>The school district is authorized to conduct pre-employment drug testing as a condition of employment. The scope of the policy shall include, as a condition of employment, post-offer pre-employment screening for the use of illegal drugs.</p>
3. Guidelines Title 22 Sec. 12.12	<p>All offers of employment in the district shall be conditioned on submission to a drug screening, and the district shall hire no one who tests positive on the drug screening, unless the drug has been prescribed by a licensed physician and there is a bona fide medical reason for using the drug or if the test result has been identified as a false positive.</p> <p>Enforcement of the school district’s program and policy regarding the abuse of drugs requires that applicants must provide appropriate body fluid specimens for testing. When a positive test result is received by the district, the district reserves the right to:</p> <ol style="list-style-type: none">1. Rescind any preliminary offer of employment.

2. Withdraw from consideration applicant's application for employment.
3. Release from employment any applicant who has commenced on a temporary basis actual performance of their employment duties.
4. Refuse to offer any future employment to the applicant.

The following guidelines and procedures shall be followed:

1. The cost of pre-employment drug testing will be borne by the district.
2. All drug testing will be conducted by a medical testing laboratory approved by the school district from time to time. A listing of the approved testing centers will be maintained in the office of the Superintendent.
3. The recommended applicant shall be required to follow all instructions and procedures established by the collection site, in order to identify the applicant, establish the proper chain of custody and preserve the integrity of the sample.
4. Testing procedures may include the signing of an Informed Consent Form by the applicant, at the discretion of the school district.
5. The district will make arrangements with the testing site to protect the privacy of the applicant, consistent with the efforts necessary to preserve the integrity of the sample and the tests results.
6. The sample provided by the applicant will consist of urine, blood, saliva, hair or other approved sample, as determined by the testing laboratory, in an amount to be determined by the procedures of the testing laboratory.
7. The drug screen will test for a panel of drugs, which may include the following:
 - a. Cannabis (marijuana, hashish, hashish oil, etc.).
 - b. Stimulants (amphetamines, cocaine, crack, etc.).
 - c. Depressants (barbiturates, Quaaludes, valium, etc.).
 - d. Narcotics (morphine, heroin, opium, dilaudid, etc.).
 - e. Hallucinogens (LCD, PCP, mescaline, peyote, designer drugs, etc.).
 - f. Other, as deemed necessary by the Board.

49 CFR
Sec. 40.87

8. Specimen test results will be kept confidential. Test results shall not be disclosed to any individuals inside or outside the school district, except to the Superintendent and designated administrative representatives having a legitimate need to know for employment related decisions.
9. Test results information will be provided to the applicant tested.
10. A test will be deemed positive if the results indicate a level above the established limit for that particular drug in the Code of Federal Regulations, 49 CFR 40. Results will be verified by the Medical Review Officer (MRO) through discussion with the applicant.

References:

School Code – 24 P.S. Sec. 510

State Board of Education Regulations – 24 PA Code Sec. 12.12

Procedures for Transportation Workplace Drug and Alcohol Testing Programs,
Title 49, Code of Federal Regulations – 49 CFR Part 40.87

Controlled Substance and Alcohol Testing, Title 49, Code of Federal
Regulations – 49 CFR Sec. 40.87